



**SNOWY VALLEYS COUNCIL MEETING  
BUSINESS PAPER  
20 MAY 2021**

THE MEETING WILL BE HELD AT 2.00PM  
IN THE COUNCIL CHAMBER 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](http://www.planning.nsw.gov.au/donations)

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

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

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

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

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

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

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

### **Livestreaming of Meetings**

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

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

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

### **Photography**

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

### **Public Forum**

#### **(extract from the Code of Meeting Practice – Section 4)**

**4.1** The Council may hold a public forum prior to each Ordinary Council meeting for the purpose of hearing oral submissions on items of business to be considered at the meeting.

**4.2** Public forums are to be chaired by the mayor or their nominee.

Those attending must comply with the terms and conditions of the Code of Meeting Practice which can be viewed on Council's website;

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



**Thursday 20 May 2021**

**Snowy Valleys Council Chambers**

**76 Capper Street, Tumut and 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 AND REMOTE ATTENDANCE**

### **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**

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- 5.2 BUSINESS ARISING

### **6. CORRESPONDENCE/PETITIONS**

### **7. NOTICE OF MOTION/NOTICE OF RESCISSION**

### **8. MAYORAL MINUTE**

NIL

### **9. URGENT BUSINESS WITHOUT NOTICE**

### **10. GOVERNANCE AND FINANCIAL REPORTS**

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## **14. MEETING CLOSURE**

## **5. CONFIRMATION OF MINUTES**

### **5.1 Ordinary Meeting - 15 April 2021**

#### **Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 15 April 2021 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD IN THE COUNCIL CHAMBER 76  
CAPPER STREET TUMUT ON THURSDAY 15 APRIL 2021 COMMENCING AT 2.00PM**

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

**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**

A Leave of Absence has been received from Cr Bruce Wright and Cr Geoff Pritchard.

**M59/21 RESOLVED:**

That the Leave of Absence received from Cr Bruce Wright and Cr Geoff Pritchard be received and granted.

Cr Julia Ham/Cr Andrianna Benjamin

**CARRIED UNANIMOUSLY**

**3. DECLARATIONS OF INTEREST**

Cr Andrianna Benjamin declared a non-significant non-pecuniary interest in relation to report # 11.7 DA2020/0247 – DP 1123419 Lot 11 Bombowlee Ave, Bombowlee Proposed Rural Dwelling due to employing the applicant and will remain the room during discussion and will participate in voting.

Cr Cor Smit declared a non-significant non-pecuniary interest in relation to report # 12.2 Minutes – Local Traffic Committee Meeting – 24 February 2021 due to being a resident of Rotary Place Tumbarumba and will leave the room during discussion and voting.

**4. PUBLIC FORUM**

Nil.

**5. CONFIRMATION OF MINUTES****M60/21 RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 18 March 2021 be received.

Cr Julia Ham/Cr Cate Cross

**CARRIED UNANIMOUSLY**

**M61/21 RESOLVED:**

That the Minutes of the Extraordinary Council Meeting held on 23 March 2021 be received.

Cr Julia Ham/Cr Andrianna Benjamin

**CARRIED UNANIMOUSLY**

**5.1 BUSINESS ARISING**

Nil.

**6. CORRESPONDENCE/PETITIONS**

Nil.

**7. NOTICE OF MOTION/NOTICE OF RECISSION**

Nil.

**8. MAYORAL MINUTE**

Nil.

**9. URGENT BUSINESS WITHOUT NOTICE**

NIL.

**10. GOVERNANCE AND FINANCIAL REPORTS****10.1 2021 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NATIONAL GENERAL ASSEMBLY****M62/21 RESOLVED:  
THAT COUNCIL:**

1. Receive the report on 2021 Australian Local Government Association – National General Assembly.



2. Nominate Councillor to attend the virtual event under the Payment of Expenses and the Provision of Facilities to Mayor and Councillors Policy.
3. Agree to three councillors attending in person, that being the Mayor Cr Hayes, Cr Cross and Cr Smit.

Cr Cate Cross/Cr Cor Smit

**CARRIED UNANIMOUSLY**

**10.2 FINANCIAL PERFORMANCE AS AT 28 FEBRUARY 2021**

**M63/21 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on Financial Performance as at 28 February 2021.

Cr Julia Ham/Cr Andrianna Benjamin

**CARRIED UNANIMOUSLY**

**10.3 STATEMENT OF INVESTMENTS - MARCH 2021**

**M64/21 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on Statement of Investments – March 2021.

Cr Cate Cross/Cr John Larter

**CARRIED UNANIMOUSLY**

**10.4 REVIEW OF INVESTMENT POLICY - FOR PUBLIC EXHIBITION**

**M65/21 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on the Review of Investment Policy – For Public Exhibition;
2. Approve the reviewed Investment Policy SVC-FIN-PO-067-08 for Public Exhibition for a period of no less than 28 days;
3. Note that if submissions are received during the exhibition period, a further report will be provided to Council on the submissions and any proposed amendments to the policy;
4. Adopt the policy if no submissions are received on the day after the completion of the public exhibition period.

Cr Julia Ham/Cr John Larter

**CARRIED UNANIMOUSLY**

**11. MANAGEMENT REPORTS****11.1 SALE OF SURPLUS LAND PARCELS - GILBERT STREET, TUMBARUMBA**

**M66/21 RESOLVED:**  
THAT COUNCIL:

1. Receive this report on the sale of two parcels of surplus non-operational land located in Gilbert Street Tumbarumba
2. Approve proceeding with the sale of Lot 9 Section 16 in DP759003 and Lot 82 in DP 630704 located in Gilbert Street in Tumbarumba through an expression of interest process.
3. Delegate authority to the Chief Executive Officer to assess and determine the successful expression of interest bids for the sale of the land as described in item 2 above.
4. Authorise the Chief Executive Officer to negotiate the sale price of the parcels of land as described in item 2 above, noting that all parties will meet own legal costs.
5. Delegate to the Mayor and Chief Executive Officer to affix Council seal and execute documentation required to complete the sale of the parcels of land as referred to in item 2 above.

Cr Cor Smit/Cr Julia Ham

**CARRIED UNANIMOUSLY**

**11.2 ROAD NAMING - GOLF LINKS ESTATE PROPOSED ROAD NAME**

**M67/21 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on Road Naming – Golf Links Estate Proposed Road Name.
2. Approve the proposal that the road name for the Golf Links subdivision be officially recognised as “Prospero Drive”.
3. Serve notice of the road name endorsement to Australia Post, Registrar General and Surveyor General.
4. Formally gazette the naming in the Government Gazette and place a notice in the local newspaper giving a description of the road and its location.
5. Write to the submitters advising of the outcome of their submissions.

Cr Julia Ham/Cr Cate Cross

**CARRIED UNANIMOUSLY**

**11.3 DRAFT BACKFLOW PREVENTION POLICY - FOR PUBLIC EXHIBITION****M68/21 RESOLVED:  
THAT COUNCIL:**

1. Receive this report on the Draft Backflow Prevention Policy – for public exhibition.
2. Endorse placing the draft Backflow Prevention Policy SVC-ENG-PO-112-01 on public exhibition for a period of no less than 28 days, including amendments (if any) as requested at this meeting.
3. Following the required public consultation period, a further report shall be presented outlining the public submissions and any amendments to the policy if any submissions are received.
4. Adopt the draft Backflow Prevention Policy as presented, including amendments (if any), if no submissions are received during the exhibition period.

Cr John Larter/Cr Cate Cross

**CARRIED UNANIMOUSLY****11.4 CITIES POWER PARTNERSHIP - PROGRESS UPDATE****M69/21 RESOLVED:  
THAT COUNCIL:**

1. Receive this report on Cities Power Partnership Program and the progress being made on delivering the 5 key actions selected from the Partnership Action Pledges as adopted by Council at its meeting held on the 19 November 2020.
2. Note progress made on delivering the 5 key actions selected from the Partnership Action Pledges as detailed in this report and summarised below:
  - a. Renewable Energy - install renewable energy (solar PV and battery storage) on Council buildings:
    - i. Deliverable - continue with the installation of solar photovoltaic systems on Council owned buildings and facilities as deemed feasible
    - ii. Progress – installation of additional solar water heating at the Adelong, Tumbarumba and Tumut pools, installation of solar lighting on the River Walk
  - b. Energy Efficiency - roll out energy efficient lighting across the Local Government Area:
    - i. Deliverable - upgrade streetlights across the Local Government Area with LEDs.

- ii. Progress – the project for the upgrade of streetlights across the Local Government Area is nearing completion
- c. Sustainable Transport - ensure Council fleet purchases meet strict greenhouse gas emission requirements and support the uptake of electric vehicles:
  - i. Deliverable - ensure Council maintains a modern fleet that complies with the relevant greenhouse gas emission requirements and investigate options for introducing an electric pool vehicle into the fleet for travel between the Tumbarumba and Tumut Offices
  - ii. Progress - a number of Hybrid vehicles have been introduced into Councils fleet
  - iii. Progress - Officers have assessed options for introducing an electric pool vehicle into the fleet for travel between the Tumbarumba and Tumut Offices and due to the additional operational costs associated with electric vehicles and the limitations around budget, the introduction of an electric vehicle into Councils fleet will not be progressed at this time. It is intended that the suitability of electric vehicles will be reassessed in 12 months
- d. Sustainable Transport - support cycling through provision of adequate cycle lanes, bike parking and end-of-ride facilities:
  - i. Deliverable - development of a Walking and Cycling Masterplan for the SVC Region for the development of existing and proposed trails and cycleways in Snowy Valleys Council
  - ii. Progress – advised that funding application has been successful for the development of a Walking and Cycling Masterplan
- e. Work Together and Influence - support the local community to develop capacity and skills to tackle climate change:
  - i. Deliverable - establish a Climate Change Adaptation Advisory Committee to develop a 10-year plan to guide the Council and the community towards net-zero emissions and prepare our community for the impacts of climate change.
  - ii. Progress – Expression of Interest for representatives to participate in a Climate Change Adaptation Advisory Committee was advertised. Four Expressions of Interest were received. Seeking to approach individuals to fill vacancies.

Cr Cor Smit/Cr Cate Cross

**CARRIED UNANIMOUSLY**

**11.5 PROPOSAL TO ESTABLISH A SCULPTURE TRAIL IN SNOWY VALLEYS****M70/21 RESOLVED:  
THAT COUNCIL:**

1. Receive the report on the Proposal to Establish a Sculpture Trail in Snowy Valleys.
2. Note the report on the Proposal to Establish a Sculpture Trail in Snowy Valleys.
3. Approve “in principle” the locations proposed for the establishment of the proposed sculpture trail as follows:
  - a) Adelong – along right-hand bank of Adelong Creek from the caravan park through to the last footbridge upstream of Adelong Falls.
  - b) Batlow - Reedy Creek Park.
  - c) Tumbarumba – Creekscape and adjacent parkland fronting Mate St.
  - d) Tooma – Corner of Tooma Road and Possum Point Road.
4. Accept the gift of three sculptures from the Friendship Society of Australia, New Zealand, and Denmark.
5. Write to the Friendship Society of Australia, New Zealand, and Denmark to thank them for their generous donation.
6. Write to Sculpture by the Sea to advise them of Snowy Valleys Council's acceptance of the donation and the ‘in principle’ approval of the locations proposed for a sculpture trail.

Cr Julia Ham/Cr Andrianna Benjamin

**CARRIED UNANIMOUSLY****M71/21 RESOLVED** to move into Committee of the Whole.

Cr Cor Smit/Cr Julia Ham

**CARRIED UNANIMOUSLY****M72/21 RESOLVED** to move out of Committee of the Whole.

Cr John Larter/Cr Cor Smit

**CARRIED UNANIMOUSLY**

**11.6 DA2020/0228 – DP 1252902 LOT 12 BOMBOWLEE AVE, BOMBOWLEE PROPOSED RURAL DWELLING WITH ATTACHED ANCILLARY GARAGE/SHED.**

**M73/21 RESOLVED:  
THAT COUNCIL:**

1. Receive the report on DA2020/0228 – DP 1252902 Lot 12 Bombowlee Ave, Bombowlee Proposed Rural Dwelling with attached ancillary Garage/Shed.
2. Refuse consent for DA2020/0228 – DP 1252902 Lot 12 Bombowlee Ave, Bombowlee Proposed Rural Dwelling with attached ancillary Garage/Shed.
3. Notify the Applicant of Council's decision.

**Division**

**For**

Cr Cross  
Cr Ham  
Cr Hayes  
Cr Isselmann  
Cr Larter  
Cr Smit

**Against**

Cr Benjamin

**6/1**

**CARRIED**

**11.7 DA2020/0247 - DP 1123419 LOT 11 BOMBOWLEE AVE, BOMBOWLEE PROPOSED RURAL DWELLING.**

**M74/21 RESOLVED:  
THAT COUNCIL:**

1. Receive the report on DA2020/0247 - DP 1123419 Lot 11 Bombowlee Ave, Bombowlee Proposed Rural Dwelling .
2. Refuse consent for DA2020/0247 – DP 1123419 Lot 11 Bombowlee Ave, Bombowlee Proposed Rural Dwelling.
3. Notify the Applicant of Council's decision.

Cr Cor Smit/Cr Julia Ham

**Division**

**For**

Cr Cross  
Cr Ham  
Cr Hayes

**Against**

Cr Benjamin

Cr Isselmann  
Cr Larter  
Cr Smit  
**6/1**

**CARRIED**

**8. MINUTES OF COMMITTEE MEETINGS**

**12.1 MINUTES - AERODROME COMMITTEE MEETING - 9 MARCH 2021**

**M75/21 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on the Minutes – Aerodrome Committee Meeting – 9 March 2021
2. Note the Minutes of the Aerodrome Committee meeting held on 9 March 2021.

Cr Julia Ham/Cr John Larter

**CARRIED UNANIMOUSLY**

Cr Smit having declared a non-significant non-pecuniary interest left the room at 3.04pm during discussion of item 12.2.

**12.2 MINUTES - LOCAL TRAFFIC COMMITTEE MEETING - 24 FEBRUARY 2021**

**M76/21 RESOLVED:**  
THAT COUNCIL:

1. Receive this report on the Local Traffic Committee meeting - 24 February 2021
2. Note the Minutes of the Local Traffic Committee meeting held on 24 February 2021
3. Adopt the following recommendation/s from the minutes:
  - 4.1 Traffic Arrangements Around Tumbarumba Retirement Village and Mitchell Street:
    1. That Council receive the report on “Traffic Arrangements around Tumbarumba Retirement Village and Mitchell Street”.
    2. Request that Council applies to TfNSW Customer Service for a speed zone adjustment for Mitchell Street to 40 km/hr.
    3. Request that Council install a “No Parking” zone on Mitchell Street in the vicinity of the Ambulance Station.
    4. Request that Council, Murrumbidgee Health District and Transport for NSW conduct a site visit and inspect the practicality of installing a “One

Way” street direction to the Mitchel Street ‘hook’ around the Rotary Retirement Village and report to the next Traffic Committee.

6. Request that Council and Transport for NSW investigate and prepare a report for a range of traffic calming devices to slow traffic down in the Mitchel Street Hook.
7. Request that Council survey and design a suitable PAMP path (suitable for mobility scooters on the Eastern and Northern side of the Mitchel Street hook with clear delineation between the street and the PAMP path (wide footpath)
8. Request that Council surveys and prepares a feasibility report for a negotiable PAMP Path from the Retirement Village to the creek track along the Tumbarumba Creek.

#### 4.2 Travers Street Adelong Change to Cul-De-Sac:

1. That Council receive the report on Travers Street Change to Cul-de-Sac
2. Request that Council formally survey opinions from residents in Travers Street regarding closing the street to through traffic.
3. Request that Council prepare drawings for converting Travers Street into a Cul-de-Sac.
4. That Council Note the concerns from Transport for NSW regarding the closure of Travers Street.
5. That Council request TfNSW to gazette Travers Street to be a cul de sac.
6. Request that Council seeks funds to do the necessary works to convert Travers Street into a cul-de-sac.

#### 4.3 Tooma and Possums Point Road Conditions:

1. Receive the report on Tooma and Possums Point Road Conditions.
2. Snowy Valleys Council recommends that Transport for NSW undertake a speed zone review in the vicinity of the intersection of Possum Point Road and the Tooma Road MR 628.

#### 4.4 Special Event Application – Tumbafest 2021:

1. Receive the report on the Special Event Application – 2021 Tumbafest Event.
2. Support the Special Event Application for the 2021 Tumbafest Event, subject to Council’s standard conditions.

#### 4.5 Special Event Application – Rock The Turf 2021:

1. Receive the report on the Special Event Application – 2021 Rock the Turf.
2. Support the Special Event Application for the 2021 Rock the Turf Event, subject to Council’s standard conditions.
3. Requests the council to investigate designs and costings to upgrade the shoulders of the road.

Cr Julia Ham/Cr Andrianna Benjamin

**CARRIED UNANIMOUSLY**



Cr Smit returned to the room at 3.08pm following discussion of item 12.2.

**12.3 MINUTES - EXTRAORDINARY TUMUT DISTRICT COMMUNITY  
TRANSPORT ADVISORY COMMITTEE - 15 MARCH 2021**

**M77/21 RESOLVED:  
THAT COUNCIL:**

1. Receive the report on the Minutes – Extraordinary Tumut District Community Transport Advisory Committee – 15 March 2021.
2. Note the Minutes of the Tumut District Community Transport Extraordinary meeting held on 15 March 2021.

Cr Cate Cross/Cr John Larter

**CARRIED UNANIMOUSLY**

**12.4 MINUTES - CANBERRA REGION JOINT ORGANISATION - 26 MARCH 2021**

**M78/21 RESOLVED:  
THAT COUNCIL:**

1. Receive the report on the Minutes – Canberra Region Joint Organisation – 26 March 2021;
2. Note the Minutes of the Canberra Region Joint Organisation meeting held on 26 March 2021;
3. Write to the Minister of Local Government advising the impact of recent increases to the Emergency Services Levy on Snowy Valley Council's operations.

Cr Julia Ham/Cr Margaret Isselmann

**CARRIED UNANIMOUSLY**

**9. CONFIDENTIAL**

**M79/21 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 COMMERCIAL WORKS UPDATE - PERIOD ENDING FEBRUARY 2021**

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

*position of the person who supplied it and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

Cr Julia Ham/Cr Margaret Isselmann

**CARRIED UNANIMOUSLY**

At this stage, the time being 3.16pm Council went into Confidential.

**13.1 COMMERCIAL WORKS UPDATE - PERIOD ENDING FEBRUARY 2021**

**M80/21 RESOLVED:**  
THAT COUNCIL:

1. Receive and note this report on the status of commercial works for the period ending February 2021.

Cr Julia Ham/Cr Margaret Isselmann

**CARRIED UNANIMOUSLY**

**M81/21 RESOLVED** that Council move out of Confidential session.

Cr John Larter/Cr Margaret Isselmann

**CARRIED UNANIMOUSLY**

Council moved out of confidential session at 3.25pm

There being no further business to discuss, the meeting closed at 3.26pm.

**10. GOVERNANCE AND FINANCIAL REPORTS****10.1 COUNCILLORS TRAINING OPPORTUNITY - 'UNDERSTANDING LG FINANCES FOR COUNCILLORS'**

**REPORT AUTHOR:** COUNCILLOR SUPPORT OFFICER  
**RESPONSIBLE DIRECTOR:** EXECUTIVE CHIEF OF STAFF

**EXECUTIVE SUMMARY:**

The purpose of this report is to advise Council of this training opportunity, and to seek approval for the attendance of all councillors at the online training course 'Understanding LG Finances for Councillors' offered through Local Government NSW (LGNSW).

This training course is regularly offered by LGNSW's Learning & Development Team.

The Mayor and CEO approved the attendance of Cllr Isselmann to attend this course on Wednesday 5 May 2021. This report seeks ratification of this out-of-session approval. Approval is also sought for any other current councillors that may wish to attend future sessions of this course prior to 30 June 2021.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on Councillors Training Opportunity – 'Understanding LG Finances for Councillors'.**
2. **Ratify the approval for the online attendance of Cllr Margaret Isselmann at the 'Understanding LG Finances for Councillors' on Wednesday 5 May 2021.**
3. **Approve the future online attendance by councillors at the 'Understanding LG Finances for Councillors' where it is within councillors budget allocation and offered within this current budget period.**

**BACKGROUND:**

The LGNSW Learning and Development Team provide a wide range of short training courses aimed at enhancing the skills of elected members. These courses are available via either online or face-to-face delivery.

The courses facilitate professional and leadership development in a variety of areas, thereby enabling elected members to effectively represent their members. The 'Understanding LG Finances for Councillors' course assists councillors with making decisions about financial issues. The duration of the course is 3.5 hours.

**REPORT:**

The course content covers:

- The responsibilities of councillors with regard to council finances
- Basic accounting procedures
- How to read quarterly reviews
- How to interpret council balance sheets
- What depreciation is and how it affects council's finances
- How financial information fits into council planning

- The concept of risk and how it fits into financial management issues
- What is expected of councillors during council audits
- How probing questions can assist to make more informed decisions

Participants will gain practical skills, knowledge and confidence in discharging the financial duties of a councillor. The module will provide them with a range of basic tools to understand, interpret, develop, plan and more effectively manage the financial resources of council, as well as inform them of their duties and responsibilities regarding the financial management of council. The facilitator will use group discussions, council case studies and LG-orientated examples to assist the learning process.

All councillors were made aware of the training opportunity at the time it became available.

#### **LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**

##### **Integrated Planning and Reporting Framework:**

##### **CSP Outcome 2028**

Theme 1: Towns and Villages

##### **Delivery Outcomes**

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

##### **Operational Actions**

1.7.3 Monitor and accurately report on Council's financial position

#### **SUSTAINABILITY ASSESSMENT:**

##### **Financial and Resources Implications**

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

Training / conference 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 Isselmann has sufficient budget to cover the expenses associated with attendance as per below:

<b>Councillor</b>	<b>Actuals</b>	<b>Budget</b>	<b>Balance after training</b>
Clr Margaret Isselmann	\$400.00 ex GST	\$3939.00	\$3,539.00

The attendance at future sessions of this course by other councillors will be subject to having a sufficient budget available.

##### **Costs and Benefits:**

The duration of the course is 3.5 hours with a total cost of \$440 including GST.

Clr Isselmann (and other councillors) will receive information from the presentations that will enhance her involvement in council discussions regarding financial issues.

##### **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/WHIS/PUBLIC:**

Nil.

**OPTIONS:**

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

Council can choose not to approve the attendance of councillors at future training courses within this budget period.

**COUNCIL SEAL REQUIRED:**

No.

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Nil.

**ATTACHMENTS**

Nil

**10. GOVERNANCE AND FINANCIAL REPORTS****10.2 FEES FOR COUNCILLORS AND MAYOR 2021/22 FINANCIAL YEAR**

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

**EXECUTIVE SUMMARY:**

This report outlines the determination made by the Local Government Remuneration Tribunal (the Tribunal) relating to the fees payable to Mayors and Councillors from 1 July 2021.

The report also makes recommendations in relation to annual remuneration for Snowy Valleys Council elected officials for 2021/22 financial year.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on Fees for Councillors and Mayor 2021/22 Financial Year.**
2. **Note the Local Government Remuneration Tribunal's determination that there will be a 2% increase in mayoral and councillor fees for the 2021/22 financial year**
3. **Set the annual Councillor Fee for the period 1 July 2021 to 30 June 2022 at \$12,400 in accordance with the provisions of section 248 of the Local Government Act 1993 and**
4. **Set the annual Mayoral Fee for the period 1 July 2021 to 30 June 2022 at \$27,060 in accordance with the provisions of section 249 of the Local Government Act 1993.**

**BACKGROUND:**

The 2021 Determination of the Tribunal has been released, setting the scale for fees payable to elected representatives for all Councils in NSW under sections 239 and 241 of the *Local Government Act 1993* (the Act).

**REPORT:**

Section 239 of the LG Act provides for the Tribunal to determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories. The categories are to be determined at least once every 3 years.

Section 241 of the LG Act provides for the Tribunal to determine, not later than 01 May in each year, for each of the categories determined under section 239, the maximum and minimum amount of fees to be paid to mayors and councillors of councils.

The Tribunal has determined that there will be a 2% increase in Mayoral or Councillor Fees for the 2021/22 financial year.

In 2017, the Tribunal made revisions to the categorisation of councils following the amalgamation. Snowy Valleys Council is classified under the "Rural Council" category. Currently, both Mayoral and Councillor fees are paid at the maximum rate against the current determination.

Pursuant to section 241 of the Local Government Act 1993, the Tribunal's 2021 annual determination has set the annual fees to be paid in each of the categories to Mayors and Councillors effective from 1 July 2021.

The Act states that if Council does not fix the fees for the Mayor and Councillors by resolution, the minimum rate is automatically applied.

The Tribunal has determined that the range of annual fees payable to Councillors and Mayors for the 2021/22 financial year in the “Rural Council” category is as follows:

<b>Councillor Annual Fee</b>		<b>Mayor Additional Fee*</b>	
Minimum	Maximum	Minimum	Maximum
\$9,370	\$12,400	\$9,980	\$27,060

\*The Mayoral fee must be paid in addition to the fee paid to the Mayor as a Councillor in accordance with section 249(2) of the Local Government Act 1993.

This report recommends that Council adopt the maximum annual fees set by the Tribunal on the following basis:

- The substantial geographic size of the Local Government Area
- The responsibilities associated with the Delivery Plan, the Long Term Financial Plan, annual Operational Plan and budget.
- The large variety and level of services delivered by Council.
- The increased commitment of time required for the Mayor and Councillors to fulfil their civic duties effectively.

Adopting the report recommendations will ensure the remuneration of the Snowy Valleys Council elected officials appropriately reflects the responsibilities and time commitment required to undertake their civic duties.

## **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:**

	<b>Positive</b>	<b>Negative</b>
Social	It is important to acknowledge the role of Councillors and to ensure that remuneration rates are appropriate	Councillors may receive negative feedback from various sectors of the community in relation to the setting of councillor fees.
Environmental	N/A	N/A
Economic	Annual remuneration increases are expected to be in line with CPI increases. This is factored into annual budgets	Nil

	<b>Positive</b>	<b>Negative</b>
Governance	Compliance with the Determination, as issued by the Tribunal annually, is a governance requirement.	Nil

**Financial and Resources Implications**

Annual fees payable to the Mayor and Councillors have been included in the 2021/22 operational budget.

**Costs and Benefits:**

The costs associated with the payments to Councillors and the Mayor are included in the annual budget of council.

**Policy, Legal and Statutory Implications:**

Sections 248 and 249 of the *Local Government Act 1993* require councils to fix and pay an annual fee based on the Tribunal's determination for a 2% increase for the 2021/22 financial year.

**RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:**

Nil

**OPTIONS:**

- Option 1 - Council set the annual fees payable to the Mayor and Councillors for the 2021/22 financial year at the maximum level for the Rural Council category as recommended.
- Option 2 – Council elect to set the fees payable to the Mayor and Councillors for the 2021/22 financial year somewhere between the minimum and maximum rates permissible (outlined above).

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

N/A

**ATTACHMENTS**

- 1 2021 Annual Determination - Councillor Fees - LG Remuneration Tribunal (under separate cover)



**10. GOVERNANCE AND FINANCIAL REPORTS****10.3 NEW COUNCIL IMPLEMENTATION FUND (NCIF) AND STRONGER COMMUNITIES FUND (SCF) QUARTERLY COUNCIL REPORT - APRIL 2021****REPORT AUTHOR:** ENTERPRISE SYSTEMS MANAGER**RESPONSIBLE DIRECTOR:** EXECUTIVE CHIEF OF STAFF**EXECUTIVE SUMMARY:**

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

This report covers the expenditure on grant funding up to 30th April 2021 to coincide with the statutory reporting commitments outlined by the Office of Local Government.

It is important to recognise the significant progress on the delivery of the program of projects funded by the NCIF and SCF monies that has been achieved during the reporting period, with 78% of projects fully acquitted, 6% of projects completed awaiting acquittal and 16% remaining in progress.

**RECOMMENDATION:****THAT COUNCIL:**

- 1. Receive the report on the New Council Implementation Fund (NCIF) and Stronger Communities Fund (SCF) for period ending 30<sup>th</sup> April 2021.**

**BACKGROUND:**

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

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

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

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

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

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

This funding has been fully spent, with all projects now completed. A second extension has been requested due to spending commitments unable to be invoiced in time to meet the previous

milestone 30 March 2021. The Acquittal Certificate is being prepared for return by 30<sup>th</sup> June 2021 which will mark the completion of the funding period:

9 <sup>th</sup> six-monthly report (NCIF & SCF)	28/2/2021 - Submitted
End funding period (NCIF & SCF)	Extension requested to <b>30/06/2021</b>
Final reports for funded projects (NCIF & SCF)	Extension requested to <b>30/06/2021</b> or earlier, on completion of project

As there are no specific project allocations defined by the funding agreement for NCIF1, budget estimates may be allocated where 'unders and overs' occur within the funding stream.

The current status of the projects for NCIF1 as at 30<sup>th</sup> April 2021 is:

Project – Detail	Status	Budget \$'000	Actual \$'000
Organisation structure and salary system (Round 1) – Design new integrated organisation structure, lateral transfers of staff from previous councils. Design and implement Award compliant SVC salary system including an annual appraisal and performance review framework. Round 2 review is being delivered under NCIF 2.	Completed 2018	\$220	\$220
Culture Program (Round 1) – development and implementation of a unified SVC culture program with a new set of values and behaviours and a program of activities to support the evolution of an SVC culture. Round 2 is being delivered under NCIF 2.	Completed 2018	\$99	\$99
SVC Website (Round 1) – updating content and the creation of a new website. Round 2 is being delivered under NCIF 2.	Completed 2017	\$83	\$83
Redundancies – both General Managers, three directors and one Support Officer.	Completed 2017	\$637	\$637
Community Engagement – included activities such as a Community Satisfaction survey, community engagement for the development of the Community Strategic Plan 2017-27.	Completed 2017	\$159	\$159
ICT Amalgamation Projects – ICT Amalgamation Strategy developed and endorsed in May 2018. The Strategy detailed the projects associated with consolidating the existing network infrastructure, implementing new server infrastructure, email exchange, domain, voice systems, and disaster recovery plans. The new SVC ICT Strategy has been endorsed by ELT and ARIC (NCIF2) which will pave the way for this project to be finalised.	Completed Mar 2021	\$1,276	\$1,276
Enterprise System Consolidation – TechOne has been implemented for Finance, Cemeteries, and Property & Rating. HRP module is partially		\$1,167	\$1,167

Project – Detail	Status	Budget \$'000	Actual \$'000
implemented with the remaining components to be delivered after transition to the cloud to ensure full optimisation of new workflows. Consolidation of Records systems to ECM is complete.	Completed Mar 2021		
Corporate Identity and Branding – new brand and logo for Council including new uniforms, branding guidelines, online videos, development of the Destination Management Plan and Economic Development Strategy.	Completed 2017	\$422	\$422
Signage Replacement – replacement of signage with the local government area; parks and facilities, shire boundary signage and street blades. Additional audits to be undertaken and signage ordered pending available budget. Town Entry Signage funded under NCIF 2 -Unification & Placemaking	Completed Mar 2021	\$375	\$375
Service Reviews – service reviews undertaken and introduction of dashboards around key performance measures. Adoption of figures for 19/20 dashboards is reliant on QBR outcomes.	Completed Oct 2020	\$188	\$188
Project Management Officer – dedicated project manager to provide support and resources to ensure merger projects are delivered. External resource completed; assistance from internal resources continues until end of program.	Completed Oct 2020	\$427	\$427
Administration – includes travel and accommodation for staff and the Administrator to Sydney for workshops and meetings with Department of Premier and Cabinet during the first six months of the merger.	Completed Nov 2016	\$13	\$13
Policy & Plan harmonisation – software tools purchased for the register of policies and delegations and a dedicated resource to develop and harmonise critical policies and a new policy framework.	Completed 2018	\$79	\$79
Forensic Audit – external review of accounting practices in relation to movement in Capital Reserves.	Completed May 2019	\$86	\$86
<b>Total New Council Implementation Fund – Round 1</b> Initial Funding 5M + est. interest earned 200K Additional interest earned (> estimate of 200K)	\$5,200 \$ 32	<b>\$5,232</b>	<b>\$5,232</b>

### New Council Implementation Fund – Round 2

This funding is fully committed, with all projects originally to be completed by 30 June 2020.

Council has applied for a second extension for Round 2 in line with the extensions for Round 1 up to 30<sup>th</sup> June 2021. Confirmation is pending.

The status of the projects for this fund as at 30<sup>th</sup> April 2021 is as follows:

Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
SVC Strategic Business Plans – List has been revised further: Private Works, IT, Library and Customer Experience strategies are all complete; Aged Care, and Children's Services are in progress. Seasonal Worker Accommodation and Caravan Park strategies are no longer being undertaken.	Completed Mar 2021 Acquitted	\$83	\$83
Service level review and improvement program – Sustainability Plan – Complete Customer Service Satisfaction Survey – Complete Service Level Review – Complete UPS at multiple sites and generator at IWD Depot – In progress; IT Project Support and Team Review - Project includes the implementation of OneSVC Login, Network Upgrade, Phone System, SIP Migration and ARIC Audit implementations.; Includes IT support from Dave Barker – Completed Oct 2020	<b>In Progress – Fully Committed</b>	\$439	\$427
Integrated Systems and Work Processes – Additional components have been added to the project due to a surplus in other components: 1 Improve functionality of CRM; 2 PMO2 setup; 3 Governance – Development and implementation of Records Management Framework, Development of Volunteer Management Framework, Section 355 Management Framework and consolidation of volunteer documentation; 4 Enterprise Budgeting Training & Support; 5 Corporate Communication Strategy; 6 Corporate Evaluation; 7 Business Systems Improvement 8 PULSE – Planning Module Update and in-house training 9 PULSE – onboarding project 10 HRP Uplift 11 Staff Training in Tech1- Approved Dec 2020	Completed Mar 2021 Acquitted	\$966	\$966
Preparation of DCP (Development Control Plan) – Development Control Plan (DCP) endorsed by Council October 2020; Second stage of project to include Local Strategic Planning Statements (LSPS) and Stage 1 Local Environmental Plan (LEP); Stage 1 of LEP is the Rural Land Use Study which will provide mapping for the actual LEP. Stage 2 of LEP will not be funded from NCIF2.	<b>In Progress – Fully Committed</b>	\$175	\$175
Unification and Placemaking – Town Entry Signs	Completed Oct 2020  Acquitted	\$89	\$89
Culture Program and Capability Development – Directors Training complete; PD Review and Assessment complete; Leadership development	Completed Mar 2021	\$238	\$238

Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
component complete. Remaining funds used for two extensions of the project: Greater Leadership Training and Go! PULSE training.	Acquitted		
Client Business Environment Standardisation - Business Plan approved; Phase 3 Desktop Refresh equipment in deployment; Remaining funds to be used for the purchase of mobile devices.	Completed Mar 2021 Acquitted	\$644	\$644
Rate Harmonisation (including Public Participation) - Council been approved to extend rate harmonisation until 21/22. Consultation has commenced.	Completed Mar 2021 Acquitted	\$187	\$187
<b>Interest to finalise internal projects (contingency)</b>	To be allocated	\$12	\$0
<b>Total New Council Implementation Fund – Round 2</b>		<b>\$2,833</b>	<b>\$2,809</b>

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

This funding has been fully committed, with all projects due to be completed by 30<sup>th</sup> March 2021, due to a 12-month extension granted to all projects. A second extension has been requested up to 30<sup>th</sup> June as 4 projects are remaining in construction.

The status of the projects for this fund is as follows:

Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
Stronger Communities Fund Round 1 – 60 Community groups across the local government area given grants to assist with the particular aspirations of their members. These grants ranged from \$500 to \$50,000 and were approved by the Administrator in October 2017. All projects have been Acquitted and accepted by OLG.	All 60 Projects Completed & Acquitted	\$1,431	\$1,431
Adelong Creekscape – Revised design and REF have been completed. Budget increased from original of 515K to 558K – Contractor scheduled to start 26/10/2020 weather permitting.	<b>Construction</b>	\$549	\$537
Adelong Caravan Park – Amenities Building complete and being utilised. Door closer being installed. Scope extended to include small storage shed & slab with installation prior to Christmas.	Completed Dec 2020 Acquitted	\$233	\$233
Batlow Cannery – Full cannery demolition including post-fire work completed. SCF1 funds fully expended. A further 70K for demolition included under SCF2. Refer to SCF2 project for remainder of works.	Completed Apr 2020 Acquitted	\$500	\$500

Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
Batlow Caravan Park – All works under original scope completed. Original budget 723K; Surplus 43K utilised on other SCF1 projects where required. Includes Councils contribution to Bush Fire Emergency Accommodation relating to the 'Itinerant Worker Accommodation' project under PMG.	Completed Feb 2020 Acquitted	\$680	\$680
Batlow CBD – Works complete with the exception of retaining wall. Revised design for crossing was rejected by RMS due to site distance requirements. Remainder of funds has been re-scoped to include landscaping, stencil work between RSL & Pioneer St, Street Furniture.	<b>Construction</b>	\$540	\$477
Brindabella Rd Future Plan - Surplus funds will be utilised on other SCF1 projects - Original budget 308K; Surplus 23K utilised on other SCF1 projects where required.	Completed Feb 2019 Acquitted	\$285	\$285
Jingellic Multi-use track – The track formation is complete with the surface seal will be undertaken in Summer. Original budget 35K; Surplus 5K utilised on other SCF1 projects where required.	Completed Dec 2020 Acquitted	\$30	\$30
Khancoban Store – Sale of Contract withdrawn and replaced with a Letter of Intent to purchase after a two-year lease. Renovations have commenced.	Completed Mar 2021 Acquitted	\$217	\$217
Khancoban Streetscape - Surplus funds will be utilised on other SCF1 projects - Original budget 395K; Surplus 8K utilised on other SCF1 projects where required.	Completed Dec 2019 Acquitted	\$379	\$379
Rosewood Beautification and Playground - Surplus funds will be utilised on other SCF1 projects - Original budget 110K; Surplus 2K utilised on other SCF1 projects where required.	Completed Dec 2019 Acquitted	\$108	\$108
Rosewood Golf Club – Project original scope completed. Additional works awaiting installation by contractor. Remainder to be completed by end of December.	Completed Feb 2021 Acquitted	\$236	\$236
Brungle Park seating - \$5K Original Budget + \$1K from Contingency	Completed Feb 2019 Acquitted	\$6	\$6
Talbingo Town Improvements	Completed Feb 2020 Acquitted	\$201	\$201
Tooma Public Amenities - Surplus funds will be utilised on other SCF1 projects - Original budget 80K; Surplus 8K utilised on other SCF1 projects where required.	Completed May 2019 Acquitted	\$72	\$72



Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
Tumbarumba Showground – Original scope of works completed; Kitchen Upgrade awaiting range hoods/painting. Original budget 1M; additional funds 133K from surplus on other SCF1 projects.	<b>Construction</b>	\$1,145	\$1,145
Tumbarumba Creekscape and Sportsground – first stages of project completed. Project surplus used to extend Scope of Works: Gardens, caravan park fence, sportsground lighting and electricity. Recently effected by flooding and requires review. Original budget 425K; Surplus 146K utilised on Showground Kitchen and other SCF1 projects where required.	Completed Jan 2021 Acquitted	\$263	\$263
Tumbarumba Playground - Original budget 80K; Surplus 9K utilised on other SCF1 projects where required.	Completed Oct 2019 Acquitted	\$71	\$71
Tumbarumba Mountain Bike Track	Completed Oct 2019 Acquitted	\$40	\$40
Tumut Pool – Interest earned on investment of SCF1 funding has be approved to be applied to the completion of the project to cover additional works; e.g. Ramp, handrailing, balustrades and Fence. Original budget 1.008M; additional funds 282K obtained from contingency and surplus of other SCF1 projects.	Completed Dec 2020 Acquitted	\$1,291	\$1,291
Tumut Montreal Theatre – Amenities completed. Awaiting approval of S57 from OEH for internal work to be undertaken. Sprinkler installed above exit door and approved.	Completed Mar 2021 Acquitted	\$381	\$381
Tumut CBD and Car Parking – 50% of Wynyard St completed and will be 100% completed prior to Christmas. Pavers for Russell street have been ordered but delays in delivery will not see that section completed until February 2021.	<b>Construction</b>	\$1,762	\$1,748
Bull Paddock Carpark upgrade	Completed Dec 2019 Acquitted	\$130	\$130
<b>IMPORTANT:</b> the above project budgets include Administration, communication and project management – dedicated resources allocated to carry out and finalise projects. These costs are funded from investment	Contingency	\$0	

Project – Detail	Status	Budget \$'000	Actual +Committals \$'000
interest on the grant funding estimated to be \$359K. Item reflects the difference between original estimate of interest and the revised estimate, less disbursements of: 9K – SCF1 Community Projects 1K – Brungle Picnic Tables 181K – Tumut Pool			
<b>Total Stronger Communities Fund – Round 1</b>			
Initial Funding 10M + est. interest earned 359K	\$10,359		
Additional interest earned (> estimate of 359K)	\$ 191	<b>\$10,550</b>	<b>\$10,461</b>

### Stronger Communities Fund - Round 2

This funding was to be fully committed by 31 December 2019, with all projects due to be completed by 30 June 2020, then extended to 30 March 2021.

Council is awaiting confirmation of a second extension by the OLG to 30 June 2021 for Round 2 of funding due to the ongoing resources required for the fire recovery programme.

The status of the projects for this fund is as follows:

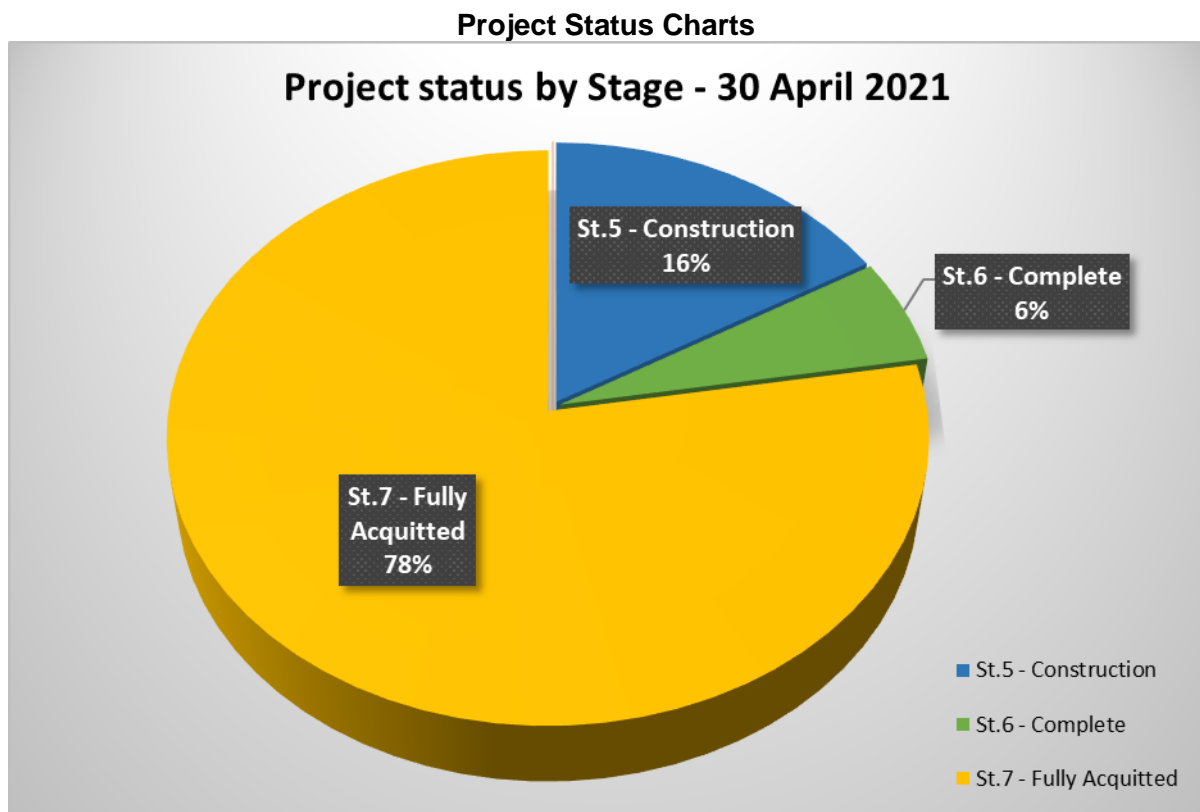
Project – Detail	Status	Budget \$'000	Actual + Committals \$'000
Adelong Main Street Façade Improvements - Funding deeds have been signed and 50% payment made to accepting businesses. Extension has been given through until December 2020 for projects due to bushfires and COVID19. Two businesses have completed. Three business have declined. All funds declined have been offered to Adelong Progress Association however they were unable to identify a project. 11 businesses to still complete upgrades. 100K original budget; 7K trf to Adelong WiFi project.	50% paid to approved applications	\$93	\$61
Adelong Playground Equipment Upgrades - Project Complete based on original scope. Potential of undertaking further scope within budget currently being assessed	Completed Jan 2020 Acquitted	\$95	\$95
Adelong tourism projects/planning –25K original budget; 12.7K transferred to Adelong Wifi project. Signs being manufactured all other works under scope are complete.	Completed Aug 2020 Acquitted	\$12	\$12
Adelong Walking Tracks Signage - First sign has been installed near the museum. Signs being manufactured: Adelong Falls Walk Map, Perseverance inter panel and environment panel. Once installed project will be complete.	Construction	\$20	\$19
Adelong Wi Fi Upgrade – Project required additional infrastructure to be successful. This has	Construction	\$34	\$33

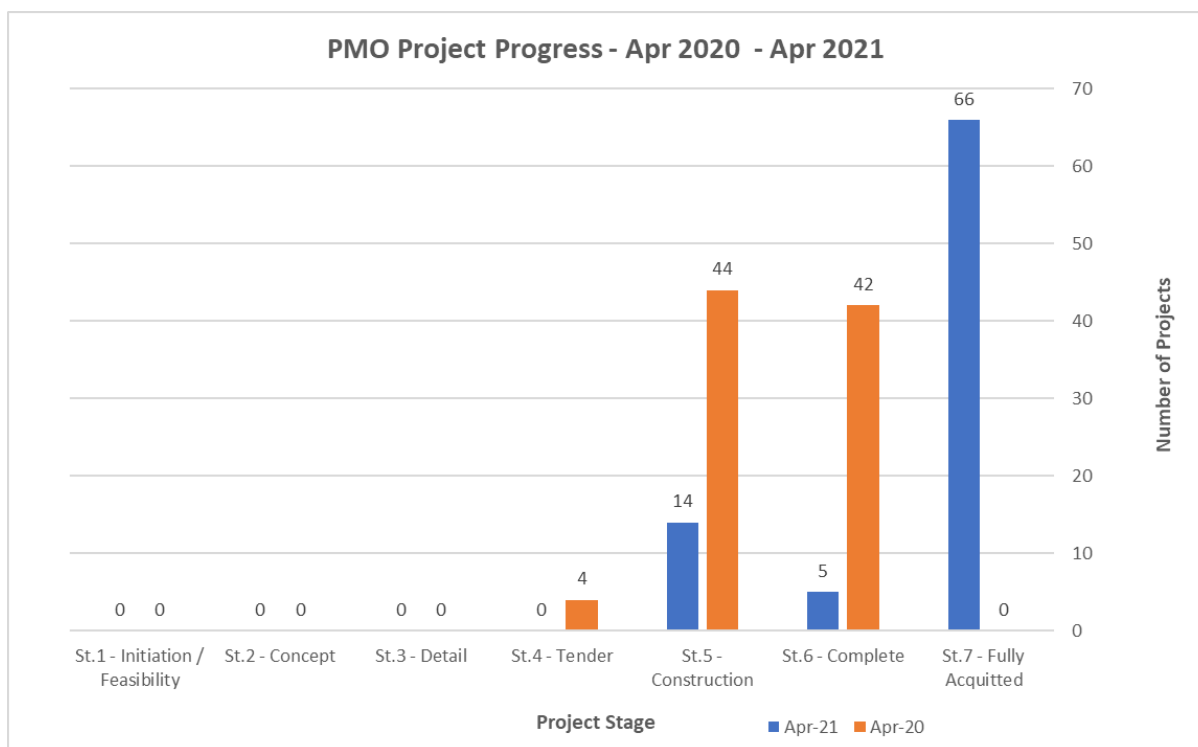


Project – Detail	Status	Budget \$'000	Actual + Committals \$'000
been possible with surpluses on other projects. 10K Original Budget + 28K from other SCF2 WiFi and tourism projects. All equipment required has been received. Project unable to proceed until unmetered power supply contracts have been established with Essential Energy.			
<p>Batlow Cannery Site Business Case &amp; Demolition – 70k has been re-purposed for Demolition. Original budget 200K; Surplus to date 20K utilised on other SCF1 projects where required.</p> <p>Bushfire recovery claim was Approved. SVC will receive 854K (100% of works expense) from Public Works Advisory-NSW Regional Bushfire Recovery program. Environmental assessment and Geotech assessment to be undertaken as part of the original Cannery Business Case.</p>	<p>Demolition Component Completed Apr 2020</p> <p>Business Case Component Completed Mar 2021</p> <p>Acquitted</p>	\$112	\$112
Batlow Tourism Project Planning –20K Original budget; 13.3K trf to Batlow WiFi project. Project fully scoped to include new town signage.	<p>Completed Aug 2020</p> <p>Acquitted</p>	\$4	\$4
<p>Town Wi Fi Upgrades: Tumut, Batlow, Talbingo (Brungle WIFI unable to be installed due to poor coverage). Funding from surplus of completed SCF2 projects required.</p> <p>All equipment for other towns has been received. Project unable to proceed until unmetered power supply contracts have been established with Essential Energy.</p>	Construction	\$67	\$67
Jingellic Pedestrian Bridge over horse creek - Project being scoped as part of the Tumbarumba Cycle project to enable bundling of bridges. Purchase of bridge is complete, works for install will be delivered under the Link to Mountain Biking project.	<p>Completed Dec 2020</p> <p>Acquitted</p>	\$95	\$95
Khancoban Pool Shade Sails - Installation and additional beatification works complete.	<p>Completed May 2020</p> <p>Acquitted</p>	\$34	\$34
Town Wi Fi Upgrades: Khancoban & Tumbarumba – Khancoban project not necessary; existing Wifi deemed satisfactory. 12.5K transferred to other WiFi projects for pole installation & connectivity. Equipment for Tumbarumba has been received. Works will commence in line with other town Wifi installs.	Construction	\$12	\$12
Talbingo Playground equipment Project originally included Batlow Playground, which was funded internally subsequently all 50K	Completed Feb 2020	\$96	\$96

Project – Detail	Status	Budget \$'000	Actual Committals \$'000	+
was utilised at Talbingo. Additional works funded by surplus in other SCF2 projects (\$34K) and interest (\$12K)	Acquitted			
Tooma Amenity Appearance - Trees purchased and are being planted. Works being undertaken by community group.	Completed Dec 2020  Acquitted	\$29	\$29	
Tumbarumba Carcoola Dining Room. Additional 40K funded from 10K Community Services Grant and 30K internal. SCF2 component is fully spent with the remaining kitchen installation funded from surplus from other SCF2 projects (\$8K) and interest (\$17K)	Completed Nov 2020  Acquitted	\$105	\$105	
Tumbarumba Historical Walking Tracks - Community group project. Funding deed between Council and Community Group has been issued. Works 90% complete.	Completed Dec 2020  Acquitted	\$38	\$38	
Tumbarumba Link with mountain biking - First stage will be a shared pathway from Booth St to Tumba cemetery including construction of a bridge and traffic notification. The second stage (pending funding) is to provide connections between the various trails constructed by Cycle Tumba. Approval is required from Crown Lands which requires confirmation of alignment, REF, Letter of Consent from LLS, lodge application for General License outlining these elements. Original budget 350K; Surplus 58K combined with Jingellic Br over Horse Creek.	Completed Dec 2020  Acquitted	\$216	\$216	
Tumbarumba Rail Trail additional funds – continuation of works initiated from iNSW Restart funding. Budget and actual to date represent 14.04% of total project. Virtual opening held 3/4/20. Erosion incurred from recent floods; working through options for procurement of items for remaining funds.	Original Scope of Works Completed May 2020  Additional Works Completed Feb 2021  Awaiting Acquittal	\$800	\$800	
Tumbarumba SVC tourism App - App content being reviewed at present due to impact of bushfires. Go live date to be confirmed. 20K Original Budget + 4K from Implementation of new SVC destination brand & Marketing strategy surplus.	Completed Jun 2020  Acquitted	\$24	\$24	
Tumut Jack Ryan Memorial and Centenary of WW1 Project –10K original budget + 2K from interest	Completed Jan 2020  Acquitted	\$12	\$12	

Project – Detail	Status	Budget \$'000	Actual + Committals \$'000
Tumut Pump Track and Cycling initiatives – Pump Track Complete. Remaining funds to be utilised with linking bike track to Elm Drive and landscaping of embankment adjacent to pump track to minimise ongoing maintenance; proposal in place to use funds to install lighting to adjoining Bull Paddock sporting precinct.	Original Scope of Works Completed Jan 2019  Remaining works (lighting) Completed Feb 2021  Acquitted	\$512	\$512
Ratepayer projects and initiatives (Yaven Creek Rd) – Original work was carried out as per design and specification and completed within Budget in early June 2019. There was a saving of around \$100k. During October-August 2019, excessive rains softened the subgrade and a section of road pavement failed. Lime stabilisation was carried out to the failed section. The savings were not enough to cover the re-work however; there may be an option to fund the culvert replacements which were part of the original work, from the Sealed Roads Culvert Replacement program. Total cost of culverts 20.8K + other pavement failure correction 42.7K Surplus from other SCF2 projects were able to fund the correction works.	Completed Jun 2020  Acquitted	\$551	\$551
Repositioning of Snowy Valleys Way – planning & implementation – Remaining funds to be transferred into contingency for use on other SCF2 projects.	Completed Oct 2020  Acquitted	\$48	\$48
Implementation of new SVC destination brand & marketing strategy – complete. 100K Original Budget; 3.5K trf to SVC tourism App & .5K trf to Adelong Town WiFi Project.	Completed Feb 2020  Acquitted	\$95	\$95
<b>New Item – surplus funds from Acquitted projects</b>	<b>To be allocated</b>	\$55	
Interest earned on investment 31K. Interest utilised: 17K Carcoola Kitchen Project 12K Talbingo Playground Project	Contingency (interest) remaining	\$1	
<b>Total Stronger Communities Fund – Round 2</b>		<b>\$3,160</b>	<b>\$3,070</b>





## LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

### Integrated Planning and Reporting Framework:

#### CSP Outcome 2028

#### Theme 5: Our Infrastructure

#### Delivery Outcomes

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

#### Operational Actions

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

## SUSTAINABILITY ASSESSMENT:

### Financial and Resources Implications

Resources will be focused on completing the NCIF 1 and 2, and SCF 1 and 2 projects to ensure all are completed within the required timeframes and the funding is appropriately acquitted in accordance with the funding deed and program guidelines.

### Costs and Benefits:

Benefits to the community include the provision of better infrastructure and services with the additional funding enabling the renewal of existing community assets or the construction of new assets.

### Policy, Legal and Statutory Implications:

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

## RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:

With such a large funding allocation to spend across multiple projects, there is risk that Council may be unable to complete all work on time. Mechanisms are in place to ensure that processes are streamlined and resources are applied to complete work within timeframes. A Program Board is

monitoring and enabling regular and timely decision making to ensure that no unnecessary delays occur.

**OPTIONS:**

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

Snowy Valleys Council has been provided with an extension for all Round 1 projects and is awaiting confirmation on the request for extension for Round 2 project through to 30 March 2021. A second extension to 30 June 2021 has been sought for outstanding projects in both funding streams.

**COUNCIL SEAL REQUIRED:**

No.

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

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

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

**ATTACHMENTS**

Nil

**10. GOVERNANCE AND FINANCIAL REPORTS****10.4 OPERATIONAL PLAN - THIRD QUARTER UPDATE - 31 MARCH 2021**

**REPORT AUTHOR:** ACTING CORPORATE PLANNER  
**RESPONSIBLE DIRECTOR:** EXECUTIVE CHIEF OF STAFF

**EXECUTIVE SUMMARY:**

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

Whilst Council is not required to provide a report on the first and third quarter progress, it is important to highlight to Council and the community Council's progress in the current Operational Plan.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on Operational Plan Third Quarter Update.**
2. **Endorse the Operational Plan Third Quarter Update.**

**BACKGROUND:**

The third quarter update for the current 2020-2021 Operational Plan provides Council the opportunity to report to the community on its progress against achieving its objectives in the Operational Plan and Delivery Program.

**REPORT:**

The third quarter update for the 2020-2021 Operational Plan outlines Council's progress and challenges in its delivery of the Operational Plan actions and initiatives for the period 1 January 2021 to 31 March 2021.

The 2020-2021 Operational Plan contains 120 actions and initiatives that detail the delivery of Council's services to the community.



In summary 105 operational actions are progressing according to Councils 'business-as-usual' schedule. Actions are on track for completion within this financial year.

Twelve (12) have been completed.

Three (3) actions have been postponed for the following reasons:

- **1.9.2 Development of new draft Local Environment Plan (LEP)** -The Department of Planning and Environment have advised Council not to proceed with developing a new Local Environment Plan (LEP) until 2021/2022. A Rural Land Use Study is being undertaken that will be a key input into the new LEP.
- **3.4.2 Continue Council's septic tank inspection program in accordance with agreed service levels** - Recruitment commenced in Q3 seeking to appoint a dedicated Environmental Health Officer to undertake septic tank inspections. A suitably qualified and experienced candidate has not been identified to date. Recruitment will continue in Q4.
- **3.4.4 Review and develop a Domestic Wastewater Management Plan** - This project will be postponed to 2021/2022. An appointment for a Senior Environmental Health Officer will commence June 2021.

#### LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

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

Theme 4: Communication & Engagement

##### Delivery Outcomes

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

##### SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring adequate services are provided to the community and transparent reporting provides confidence in Council's ability to deliver on the community's priorities.	Nil
Environmental	Reporting on the provision of services that improve environmental outcomes within Council's area of influence	Nil
Economic	The Operational Plan report assists in improving community and investor confidence in the region through demonstration of gradual improvement in delivery and of key economic initiatives	Nil.



	<b>Positive</b>	<b>Negative</b>
Governance	This report is required to demonstrate to the community and government the appropriateness and transparency of Council's decision-making processes	Transparency and accuracy of reporting may be a source of community criticism

### **Financial and Resources Implications**

The Operational Plan actions and initiatives are funded through the corresponding annual operational budget.

The financial update is reported through the Quarterly Budget Review Statement.

### **Costs and Benefits:**

Nil

### **Policy, Legal and Statutory Implications:**

Local Government Act 1993 Act s404 (5).

### **RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:**

Nil

### **OPTIONS:**

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

### **COUNCIL SEAL REQUIRED:**

No

### **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

#### **Internal Consultation**

Relevant information regarding the progress of Operational Plan actions has been collated from Council's managers, coordinators and key responsible officers.

#### **External Consultation**

Once endorsed, this progress update for the Operational Plan is available for review by the community through Council's website.

### **ATTACHMENTS**

- 1 2020/2021 Operational Plan - Third Quarter Update (under separate cover)

**10. GOVERNANCE AND FINANCIAL REPORTS****10.5 DISSOLUTION OF TUMUT DISTRICT COMMUNITY TRANSPORT ADVISORY COMMITTEE**

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

**EXECUTIVE SUMMARY:**

In alignment with the development and implementation of the One SVC Council Committees framework, a review of Council Committees has been undertaken.

This report presents to Council for consideration a report on the dissolution of the Tumut District Community Transport Advisory Committee as a S355 committee of Council.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on the Dissolution of Tumut District Community Transport Advisory Committee.**
2. **Note that the Tumut District Community Transport Advisory Committee at its meeting held on 13 April 2021, resolved to support a motion to dissolve as a S355 committee of Council.**
3. **Write to the members of the Tumut District Community Transport Advisory Committee thanking them for their contribution to community transport in Snowy Valleys over a long period of time.**

**BACKGROUND:**

The Tumut District Community Transport (TDCT) Advisory Committee (formerly known as the Talbingo Community Transport Committee) was originally formed in 1998 as a management committee before the service came under the auspice of Council.

In recent years, the service changed name to become the Tumut District Community Transport and the Committee changed its name to match the service name.

**REPORT:**

The former Talbingo Community Transport Service was a community operated service. Funding agreements required a management committee to be in place. This requirement was to ensure due processes and compliance with funding guidelines.

Since coming under the auspice of Council, Transport for New South Wales funding guidelines do not require for the service to have a management committee or an advisory committee.

The Committee with the change of name to Tumut District Community Transport Advisory Committee undertook the functions of meeting bi-monthly to receive reports on the operations of the service, provide feedback and fund-raising activities.

In January 2018, a number of risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work has been undertaken to develop and implement a One SVC Volunteer framework and a One SVC Council Committees framework. As a part of the

development and implementation of the Council Committees framework, a review of all Council committees has been undertaken.

In July 2020, the Council endorsed the Council Committee Policy and Operational Manual to be placed on public exhibition. As part of the development and implementation of the Council Committees framework, a review of all committees was undertaken. During the review process, an information session was undertaken with the committee on 5 August 2020.

At the information session, the newly developed Council Committee Framework was presented by the Coordinator of Governance.

A letter advising of dissolution of the Committee was forwarded on 13 November 2020.

Dissolution of the Committee was discussed at the meeting of 9 February 2021 and an extraordinary meeting was held on 15 March 2021. At the extraordinary meeting it was decided that the Committee would gather informally to discuss its future following the discussion at both the extraordinary meeting and the meeting of 9 February 2021.

It was reported that there was good discussion at the informal meeting and those present resolved to dissolve the Committee.

At the 13 April 2021 meeting of TDCT Advisory Committee, the resolution to formally dissolve was tabled, "After considered discussion, the Tumut District Community Advisory Committee regretfully decided to dissolve. The committee would like to thank all past and present committee members, volunteers and the communities of Talbingo, Tumut, Batlow, and Adelong for their endless support over the years. The committee wishes the service the best for the future in ensuring to provide the necessary transport for the community."

The motion was moved by John Dickeson and seconded by Sue Post. The vote was unanimous.

A special thank you to the Committee members past and present for their passion and commitment to the service.

## **LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**

### **Integrated Planning and Reporting Framework:**

#### **CSP Outcome 2028**

#### **Theme 4: Communication & Engagement**

#### **Delivery Outcomes**

##### **Choose Outcome**

#### **Operational Actions**

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

## **SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	Provides social opportunities for participants.	Nil
Environmental	Nil	Nil
Economic	Nil	Nil
Governance	Nil	Until recently, meetings have not been recorded following Governance policy and procedure.

**Financial and Resources Implications**

The committee reviews were undertaken in alignment with the implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management.

The dissolution of this committee will have no impact on funding for the operations of the Community Transport Service.

**Costs and Benefits:**

There are no costs associated with the dissolution of this committee.

Some efficiency gains will be achieved with staff resources no longer being required to administer a committee.

**Policy, Legal and Statutory Implications:**

Local Government Act NSW 1993

There are no requirements under the Transport for New South Wales funding guidelines to have a committee.

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

Dissolution of this committee mitigates risks associated with the compliant operation of Section 355 Committees.

**OPTIONS:**

N/A.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:****Internal**

Throughout this process, Snowy Valleys Council Governance and the Executive Director Community & Corporate have been consulted and informed as the dissolution of TDCT Advisory Committee progressed.

**External**

TDCT Advisory Committee Meeting, 5 August 2020

- Council Committee Framework Presentation by Coordinator Governance

Email communication to Committee, 13 November 2020

- Letter to Committee Advising of Dissolution

Email communication to Committee, 4 January 2021

- Letter to Committee 'Future Directions of Council Committees'

TDCT Advisory Committee Meeting 9 February 2021

- Dissolution of Committee discussed. Extraordinary meeting called for 15 March 2021.

TDCT Advisory Committee Extraordinary Meeting 15 March 2021

- Committee questions regarding dissolution of the Committee forwarded to Snowy Valleys Council discussed.

TDCT Advisory Committee Meeting 13 April 2021

- Resolution to dissolve TDCT Advisory Committee as of close of business 13 April 202

**ATTACHMENTS**

- 1 20210413 - Minutes - TDCT Advisory Committee Meeting (under separate cover)
- 2 20210413 - Financial Report - TDCT Advisory Committee Meeting (under separate cover)

**10. GOVERNANCE AND FINANCIAL REPORTS****10.6 PECUNIARY INTEREST RETURN FOR DESIGNATED ARIC MEMBER**

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

**EXECUTIVE SUMMARY:**

It is a requirement that Council report on Pecuniary Interest Returns.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on Pecuniary Interest Return for Designated Audit Risk & Improvement Committee Member.**
2. **Note the Declaration of Pecuniary Interest Return from Carolyn Rosetta-Walsh as at 25 March 2020 in accordance with the Code of Conduct.**
3. **Approve for the redacted Pecuniary Interest Return for Carolyn Rosetta-Walsh to be placed on council website in accordance with the current Information and Privacy Commission Guideline 1.**

**BACKGROUND:**

The Local Government Act 1993 (the Act) provides for the management of pecuniary interests. It places specific obligations on Councillors, council delegates, key council staff and other people involved in making decisions or giving advice on council matters to act honestly and responsibly in carrying out their functions.

Those obligations include the lodgement of disclosure of interest returns annually.

A pecuniary interest in a matter is one where there is a reasonable likelihood or expectation of appreciable financial loss or gain to the person, or to other persons as defined by section 443 of the Act. This calls for an objective judgement in each case as to whether a pecuniary interest exists.

Council also manages pecuniary interests through its application of the adopted Code of Conduct. This report on Disclosure of Pecuniary Interest Returns is in compliance with Clause 4.21 of the Code of Conduct:

- 4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 of this code, disclosing the council's or designated person's interest as specified in schedule 1 of this code within 3 months after;*
- (a) becoming a councillor or designated person, and*
  - (b) 30 June of each year, and*
  - (c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).*

**REPORT:**

Pecuniary Interest Returns received as at 23 March 2021 for the newly appointed independent Audit Risk and Improvement Committee member are tabled at this meeting in compliance with Clause 4.26 of the Code of Conduct:

*4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.*

The Council has issued a set of guidelines on the administrative processes associated with the completion of Pecuniary Interest Returns.

The responsibility is with each individual to ensure their Pecuniary Interest Return is completed accurately and in compliance with the regulations and guidelines. The Code of Conduct prescribes the manner in which returns are completed, lodged and held.

Recently released Information and Privacy Commission Guideline 1 Returns of Interests in association with Office of Local Government's Circular No 19/21 states that councillors and designated persons returns of interest must be made publicly available free of charge on council's website.

The combined effect of the GIPA Act and the GIPA Regulation is that the information in the returns needs to be disclosed on the website of each local council, unless to do so would impose unreasonable costs on the council, or if the council determines there was an overriding public interest against disclosing the information.

In order to decide whether there is an overriding public interest against disclosure, council needs to apply the public interest test and weigh the public interest considerations in favour of and public interest considerations against disclosure.

Clause 3 in the Table in Section 14 of the GIPA Act 2009 lists as a consideration against disclosure the fact that information may reveal someone's personal information, or would contravene an information privacy principle under the Privacy and Personal Information Protection Act 1998 (NSW)(PPIP Act).

An individual has a right to protect the privacy of their personal information. Given the amount of personal information that may be contained in the returns, special care should be taken to protect this right.

The type of matter which might be deleted from a return in these circumstances will vary depending on the public interest considerations applied. However, examples might include the signatures or residential address of the individual making the return.

Releasing the information contained in the returns of councillors and designated persons in this manner facilitates the legitimate public interest in having access to the information, while respecting other considerations against disclosure including privacy.

## **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:**

	<b>Positive</b>	<b>Negative</b>
Social	N/A	N/A
Environmental	N/A	N/A
Economic	N/A	N/A

	<b>Positive</b>	<b>Negative</b>
Governance	Enables Council to meet governance obligations and provides transparency	N/A

**Financial and Resources Implications**

Nil

**Costs and Benefits:**

Nil

**Policy, Legal and Statutory Implications:**

In accordance with Clause 4.21, 4.26 & 4.27 of the Code of Conduct:

**Disclosure of interests in written returns**

4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:

- (a) becoming a councillor or designated person, and
- (b) 30 June of each year, and
- (c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.

4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

**RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:**

Compliance with obligations to declare pecuniary interests supports good governance and risk management.

By not redacting some of the information contained within the returns could expose a person to a risk of harm of serious harassment or serious intimidation.

**OPTIONS:**

To release the Pecuniary Interest Returns in FULL for the Councillors and Designated Staff on council website in accordance with the newly adopted Information and Privacy Commission Guideline 1.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Nil

**ATTACHMENTS**

- 1 2021 - Disclosure of Pecuniary Interest Return - Carolyn Rosetta-Walsh - Redacted (under separate cover)



**10. GOVERNANCE AND FINANCIAL REPORTS****10.7 ADOPTION OF GIFTS AND BENEFITS PROCEDURE**

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

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**EXECUTIVE SUMMARY:**

To present to the Council the draft Gifts and Benefits Procedure for adoption.

**RECOMMENDATION:****THAT COUNCIL:**

1. Receive the report on Adoption of Gifts and Benefits Procedure.
2. Adopt the Gifts and Benefits Procedure SVC-GOV-PR-051-01 and rescind the following document as superseded
  - a. Gifts and Benefits Policy SVC-EXE-PO-009-02

**BACKGROUND:**

The Gifts and Benefits Procedure operates in conjunction with Council's *Code of Conduct – Part 6 - Personal Benefit*.

**REPORT:**

The Gifts and Benefits Procedure provides a clear direction as to how Council appropriately manages gifts/benefits whilst ensuring a transparent and accountable process. The procedure applies to all persons performing a function of the Council.

The changes to the document have been made to align with the Code of Conduct, adopted 15 October 2020 and the Office of Local Government Circular 20-32 dated 14 August 2020. The amendments were made to the gifts and benefits provisions of the Model Code of Conduct in response to feedback from some Councils. The main changes to the Council procedure include:

- Document changed from a policy to a procedure. The Code of Conduct needs to take precedence and therefore the policy is to be rescinded to remove any ambiguity. The procedure reiterates the requirements of the Code of Conduct and identifies the way gifts/benefits are processed by Snowy Valleys Council.
- Items that are not considered as bribes that are less than \$10 (including GST) are not considered a gift/benefit and therefore do not need to be declared.
- Increase of token value from a maximum of \$50 to \$100.
- The addition of section 3.8 regarding the giving of presents from Council to employees that have:
  - Become a parent (either birth of child or adopted) or
  - Become incapacitated with a serious illness or injury or
  - Experienced the death of an immediate family member

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

Theme 4: Communication &amp; Engagement

**Delivery Outcomes**

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

**SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	Nil	Nil
Environmental	Nil	Nil
Economic	Will ensure that Council is not influenced in their decision making due to the receiving of personal gifts/benefits.	Nil
Governance	Will ensure a consistent approach across the organisation in the registering of all gifts/benefits being offered or accepted.	Nil

**Financial and Resources Implications**

This policy has no impact on Council's financial or other resources.

**Costs and Benefits:**

There is no direct cost associated with the adoption or implementation of the Gifts and Benefits Policy. The benefit to Council is a clear statement outlining what gifts and benefits Council will and will not accept.

**Policy, Legal and Statutory Implications:**

Local Government Act 1993 – Section 440

Independent Commission against Corruption Act 1988 – Section 11

Crimes Act 1900 (NSW) – Section 249B

Council's Code of Conduct – Part 6 Personal Benefits

**RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:**

Having a consistent and clear position for Council as well as suppliers as to what Council will and will not accept regarding gifts/benefits will ensure consistency across the Council.

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

The Gifts and Benefits Procedure was drafted in consultation with the Coordinator Governance and Risk and the Executive Chief of Staff.

The Gifts and Benefits Procedure was presented to the Consultative Committee on 27 April 2021 for feedback. Nil feedback received.

The Gifts and Benefits Procedure was presented to the Executive Leadership Team on 27 April 2021 and the document placed on internal exhibition for 7 days for feedback. Positive feedback received

that resulted in a few minor changes to definitions but nothing that resulted in a significant change to content.

**ATTACHMENTS**

- 1 ECM\_3093011\_v9\_DRAFT Gifts and Benefits Procedure - SVC-GOV-PR-057-01  
20210421 (under separate cover)

## 10. GOVERNANCE AND FINANCIAL REPORTS

### 10.8 STATEMENT OF INVESTMENTS - APRIL 2021

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

#### EXECUTIVE SUMMARY:

This report provides an overview of Council's cash and investment portfolio performance as at 30 April 2021.

#### RECOMMENDATION:

#### THAT COUNCIL:

1. Receive the report on Statement of Investments - April 2021.

#### 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.

<u>Combined Cash &amp; Investments Table</u>		30/04/2021				
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	
National Australia Bank	\$ 42,658	\$ 3,199	\$ 39,459	W/Acct	0.10%	
Commonwealth Bank	\$ 780,074	\$ 1,975,457	-\$ 1,195,384	W/Acct	0.10%	
Commonwealth Bank	\$ 5,937,235	\$ 4,935,112	\$ 1,002,123	At Call (BOS)	0.25%	
Commonwealth Bank	\$ 33,349	\$ 1,863	\$ 31,486	Gen-Roth	0.10%	
<b>Total Cash &amp; At Call Investments</b>	<b>\$ 6,793,316</b>	<b>\$ 6,915,631</b>	<b>-\$ 122,315</b>		<b>0.23%</b>	

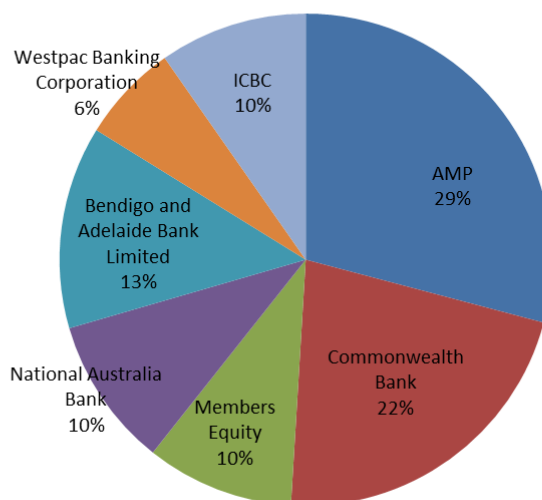
Term Deposits	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	30/06/2020	0.97%	30/06/2021
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	14/07/2020	0.95%	14/07/2021
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	14/07/2020	0.95%	14/07/2021
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	17/07/2020	1.00%	17/07/2021
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
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	18/03/2021	0.75%	18/03/2022
ICBC	\$ 1,500,000	\$ -	\$ 1,500,000	8/04/2021	0.65%	11/04/2023
ICBC	\$ 1,500,000	\$ -	\$ 1,500,000	8/04/2021	0.85%	18/04/2024
Macquarie Bank	\$ -	\$ 3,000,000	-\$ 3,000,000			
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	27/04/2021	0.35%	27/04/2022
<b>Total Term Deposits</b>	<b>\$ 24,115,623</b>	<b>\$ 24,115,623</b>	<b>\$ -</b>		<b>0.72%</b>	

<b>Total Cash &amp; Investments</b>	<b>\$ 30,908,938</b>	<b>\$ 31,031,254</b>	<b>-\$ 122,315</b>		<b>0.61%</b>	
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% of Portfolio

### Snowy Valleys Council April 2021 Total Cash and 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.

Cash and Investments decreased \$122K during April 2021.

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

- Milestone – Bushfire Grant for Itinerant Workers Accommodation \$1.6M
- Resealing Contract \$719K
- MR 85 Road Bushfire Clearing \$440K

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

- Tooma Road slope stabilisation \$1.1M
- LED Lighting Maintenance \$412K
- Elliott Way heavy patching \$199K
- Batlow Road – vegetation works \$194K

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

- Macquarie TD \$3M matured, reinvested with ICBC \$1.5M for 24 months at 0.65% and \$1.5M for 36 months at 0.85%;
- NAB Bank TD \$2M renewed for 12 months at 0.35%.

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.

**ATTACHMENTS**

Nil

**10. GOVERNANCE AND FINANCIAL REPORTS****10.9 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2021**

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

**EXECUTIVE SUMMARY:**

This report provides a summary of Council's financial performance against budget as at 31 March 2021. Council projected result shows an increase in income of \$21M and an increase of expenditure of \$16M compared to the original budget. The net projected result is forecast to be a surplus of \$9.5M and a loss of \$3.3M after Capital Items. This estimated result after Capital is \$32K greater than the original budget. Unrestricted cash reserves are estimated to be \$2M, which is within Council policy requirements.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive and adopt the 3<sup>rd</sup> Quarter Budget Review as at 31 March 2021.**
2. **Adopt the Revenue, Expenditure and Capital Budget adjustments as noted in the 3<sup>rd</sup> Quarterly Budget Review**

**BACKGROUND:**

Clause 203 (1) of the Local Government (General) Regulation 2005 requires Council's Responsible Accounting Officer to prepare and submit a quarterly budget review statement to the governing body of Council.

The Quarterly Budget Review Statement is designed to reflect the information normally prepared annually as part of the financial statements on a quarterly basis.

All Directors and Managers are required to monitor their budgets on a continual and frequent basis throughout the financial year and adjustments are recommended as required.

The 2020/21 annual budget was adopted on 16 July 2020

**REPORT:**

Council's projected result is \$9.5M, an increase of \$5.4M on the original budget mostly due to funding received relating to variety of capital works. However, other capital works had to be postponed enabling delivery of additional works within the funding timelines.

The quarterly budget review statement outlines the projected satisfactory result at year end with unrestricted cash to be within Council's Reserves Policy requirements.

The commentary and recommendations in this report should be read in conjunction with the 3<sup>rd</sup> Quarterly Budget Review attached.

**Summary of Council's operating position at end of March 2021**

Council's income at end of March 2021 was 19% above budget, while expenditure was 25% above budget. These above variations are mostly due to works funded under disaster recovery arrangements.

A summarised financial report for Council is provided below for March 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 will be made. The purpose of this report is to provide an indication of Council's financial performance at a particular point in time.

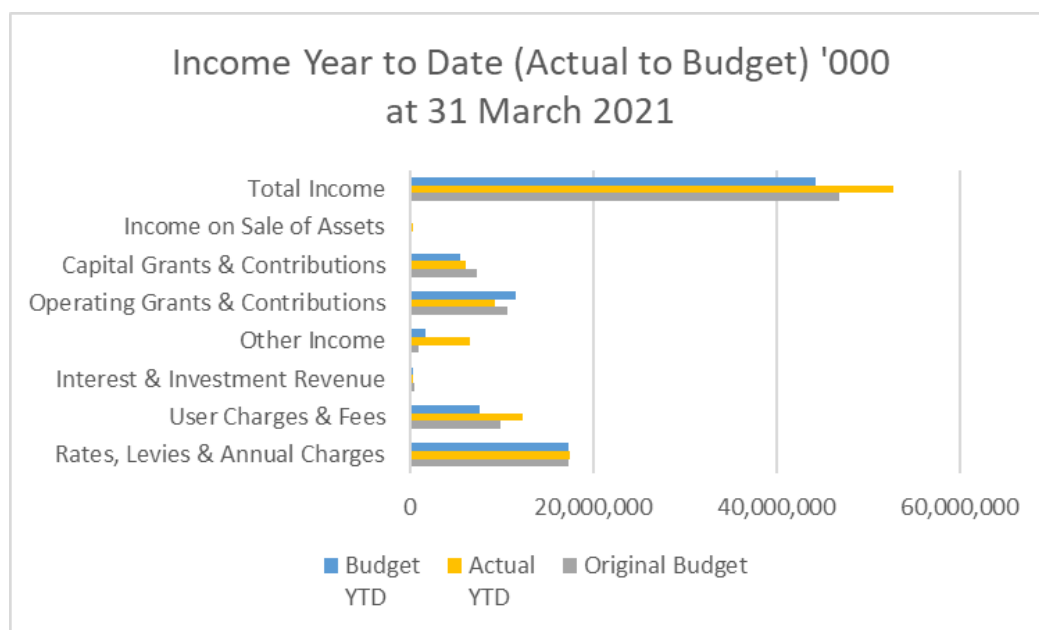


### Monthly Operating Result for March 2021

#### Overall Council Summary

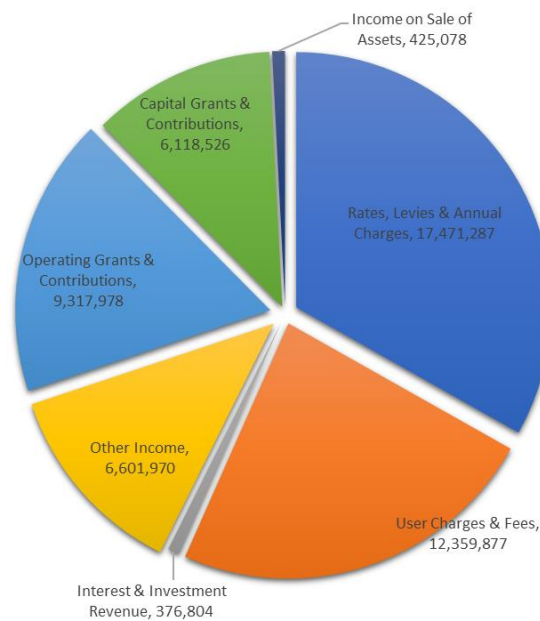
Account Description	Actual YTD	Budget YTD	% Variance YTD	\$ Variance YTD	Original Budget 21PJBD
<b>Income</b>					
Rates, Levies & Annual Charges	17,471,287	17,322,730	0.86%	148,557	17,360,883
User Charges & Fees	12,359,877	7,589,611	62.85%	4,770,266	9,958,359
Interest & Investment Revenue	376,804	342,372	10.06%	34,432	470,496
Other Income	6,601,970	1,779,491	271.00%	4,822,479	962,671
Operating Grants & Contributions	9,317,978	11,596,329	-19.65%	(2,278,351)	10,705,299
Capital Grants & Contributions	6,118,526	5,590,571	9.44%	527,955	7,309,116
Income on Sale of Assets	425,078	4,725	8896.36%	420,353	0
<b>Total Income</b>	<b>52,671,520</b>	<b>44,225,829</b>	<b>19%</b>	<b>8,445,691</b>	<b>46,766,824</b>
<b>Expenses</b>					
Employee Costs	16,053,575	17,500,744	8.27%	1,447,169	16,496,813
Materials & Contracts	21,260,099	11,192,648	-89.95%	(10,067,451)	9,258,398
Depreciation & Impairment	9,997,156	8,072,549	-23.84%	(1,924,607)	11,092,399
Other Expenses	3,867,701	4,217,645	8.30%	349,944	5,382,256
Interest & Investment Losses	261,271	357,756	26.97%	96,485	477,008
Cost of Assets Sold/Disposed	351,424	0	no budget	(351,424)	
<b>Total Expenses</b>	<b>51,791,226</b>	<b>41,341,342</b>	<b>-25%</b>	<b>(\$10,449,884)</b>	<b>42,706,874</b>
<b>Operating Result</b>	<b>880,294</b>	<b>2,884,487</b>	<b>-69%</b>	<b>(2,004,193)</b>	<b>4,059,950</b>

### Income



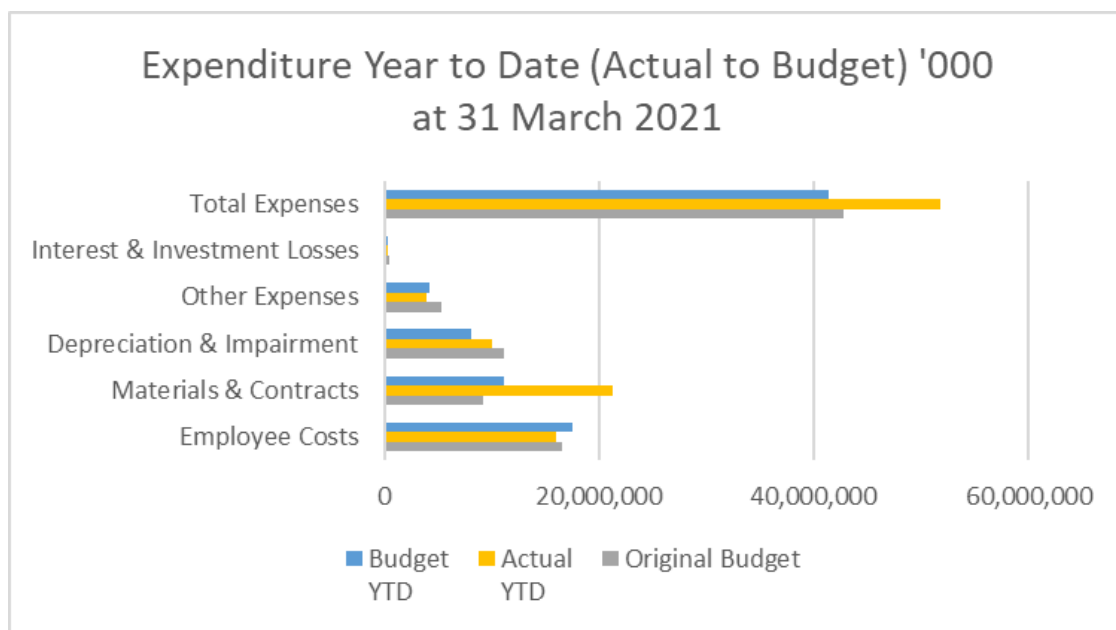


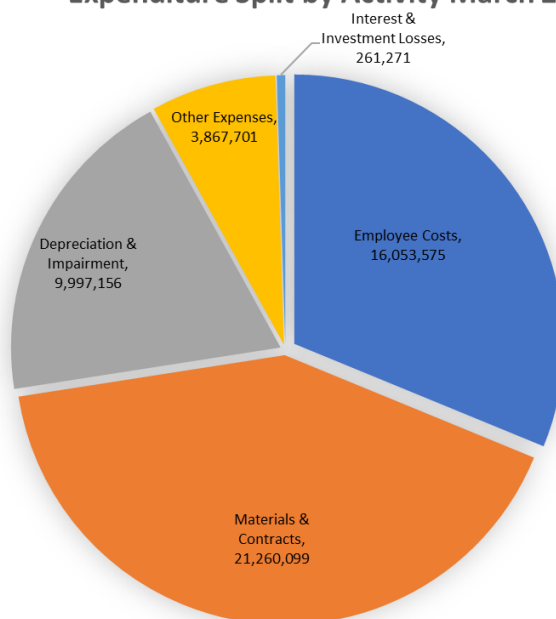
## Income Split by Activity March 2021



75% of the year has elapsed with 119% of the total income being received. This is due to rates income being levied in July (100%) and funds received for several disaster recovery projects not originally budgeted. Capital grants are trending slightly above YTD predictions and operating grants slightly below; however both are considered acceptable at this time of year. Other income is well above budget due to expected revenue under the disaster recovery funding arrangements. User Charges and fees were at 163%, \$2.4M above budget due to additional commercial works arrangements and above expected patronage across a number of services (caravan parks \$630K above budget, Medical Centre income \$167K).

## Expenditure



**Expenditure Split by Activity March 2021**

Operating expenditure at 31<sup>st</sup> March 2021 was 125% of total forecast. This is in line with the above budget revenue and reflects the increased work undertaken to complete several projects funded by disaster recovery arrangements. Employee Cost are at 92% of budget year to date, also in line with revenue actuals, while materials and contracts were \$12M above total year budget due to extensive additional works undertaken in disaster recovery, grant funded projects and commercial works.

**Capital**

36% of the projected capital budget has been expensed at the end of March 2021. There are many contracted projects expected to be completed by the financial year end, but due to the extraordinary large number of capital projects and funding received in the current year not all projects will be completed and will need to be deferred to next financial year. The attached quarterly budget review report contains details.

**Water Fund**

The water fund Income was at 85% of budgeted income. Access charges are levied in full in July. User fees were at 71% year-to-date and the final water usage readings for the financial year are currently being undertaken. 62% of budgeted expenditure has been expensed.

**Wastewater Fund**

The Wastewater annual charges are raised in July each year and reflected by the 100% of revenue to budget year-to-date. Expenditure for the Wastewater fund was at 42% year-to-date. Utilisation of internal plant along with internal overheads and oncosts are lower than budget. However, due to the overlap in staffing arrangements between the water and wastewater business, there is likely to be an adjustment between the funds at the end of the financial year.

**Key Performance Indicators**

Operating performance is projected to improve from the original budget due to expected revenues for disaster recovery, capital works and commercial works. Conversely, own-source revenue is projected to decline due to the same reason.

**Unrestricted Cash**

The unrestricted cash position at 31<sup>st</sup> March 2021 and projected at financial year-end is satisfactory. Unrestricted cash is to be available to cover unexpected and emergency expenses that are not provided for in the annual budget or an available reserve. The level of unrestricted cash fluctuates

during the year depending on cash receipts and cash payments, adherence to capital budget plans and Council decisions where reserve funding is allocated.

**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:**

N/A

**Financial and Resources Implications**

Monitoring of the Quarterly Budget Review enables timely financial management.

**Costs and Benefits:**

N/A

**Policy, Legal and Statutory Implications:**

Clause 203 (1) of the Local Government (General) Regulation 2005 requires Council's responsible account officer to prepare and submit a quarterly budget review statement to the governing body of Council.

**RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:**

Quarterly reporting allows Council to keep informed of the progress of the budget to actual income and costs.

**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**

- 1 3rd Quarterly Budget Review - January to March 2021 (under separate cover)

**11. MANAGEMENT REPORTS****11.1 WASTE WEEKEND REVIEW - UPDATE**

**REPORT AUTHOR:** MANAGER UTILITIES & WASTE BUSINESS  
**RESPONSIBLE DIRECTOR:** EXECUTIVE DIRECTOR INFRASTRUCTURE

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**EXECUTIVE SUMMARY:**

This report seeks the approval of Council for changes to the current structure and management of waste weekends. Under the new proposal, Snowy Valleys Council Resource Recovery Centres, would accept and process a quantity of waste from members of the public at no charge, anytime during normal operating hours, with a valid voucher.

This report also notes that the Waste Access Charges applied to properties across the LGA is required to cover the fixed costs of providing waste management services and maintaining and operating resource recovery facilities, including the free acceptance of recyclable materials at the resource recovery centres. The revenue received from waste access charges currently does not cover the full cost of providing these services. The costs of providing the vouchers and the disposal costs of waste generated through voucher redemption is only one component of the waste access charges.

Following a successful trial of vouchers as approved by Council at the 17 September 2020 Council meeting, this report provides recommendations for the permanent implementation of the voucher system and cessation of the existing waste weekend arrangements.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive this report providing an update on the waste disposal voucher system from the Executive Director Infrastructure**
2. **Approve the cessation of waste weekends from 1 July 2021 in line with the implementation of a digital vouchers system**
3. **Approve that vouchers issued for domestic general waste be for the disposal of 1m<sup>3</sup> (300kg) of waste per voucher, excluding other special waste categories as detailed in the fees and charges**
4. **Approve proceeding with making a digital voucher system available to all residential properties that have the waste access charge applied in the Snowy Valleys Council LGA**
5. **Approve for one voucher to be made available to each eligible residential property within the LGA for domestic general waste in the 2021/2022 financial year**
6. **Delegate the Chief Executive Officer to undertake reviews and implement operational changes to the type and quantity of vouchers available to residents within the available budget**
7. **Write to Valmar Support Services thanking them for their assistance and support during the trial and implementation of digital waste vouchers**

**BACKGROUND:**

Free Waste Weekends were implemented following a decision at the Environment and Waste Management Committee on 19<sup>th</sup> February 2014. This decision allowed for four free waste weekends

for domestic quantities of sorted waste. This decision was in conjunction with the termination of waste vouchers for occupied rural properties.

Following the first waste weekend a report was presented to a Council meeting on 22<sup>nd</sup> July 2014 providing an update and setting a volume limit. This decision confirmed the dates for four weekends, \$100,000 budget and 1m<sup>3</sup> volume limit of sorted waste.

The intent of the decisions in 2014 were to provide an opportunity for residents to dispose of large and bulky waste generally not accepted in the kerbside general waste bin. The weekends were arranged to allow residents 1m<sup>3</sup> per year. The four weekends were to provide residents with some flexibility around which weekend they were able to attend their nearest waste facility. One of the main outcomes of the waste weekends was to educate residents around responsible waste disposal and highlight material re-use and recycling options but was largely not achievable due to the demand of the free waste weekends and infrastructure needs.

At amalgamation of the former Tumut Shire Council and Tumbarumba Shire Council, the free waste weekends were extended to cover the newly formed Snowy Valleys Council Local Government Area.

### **REPORT:**

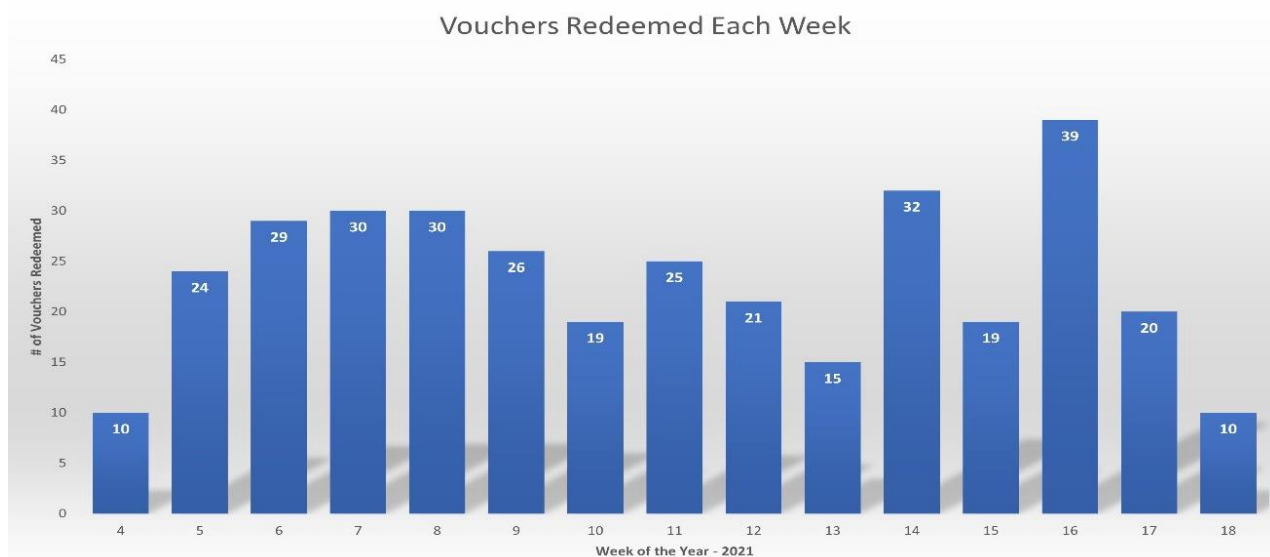
Following implementation, promotion and trial of a voucher system over the last 4 months, the voucher system has proven to be successful in all aspects. The intention of the trial was to test if a voucher system would be used by the public and if a voucher system had the potential to improve traffic flows through the resource recovery centres allowing increased education and recycling opportunities.

There are currently over 1600 downloads of the voucher system application (the SVC Waste App) from both Apple Store and Google Play. This is considered a reasonable uptake considering the waste weekends remain in place. This uptake is comparable to other councils who have implemented a similar mobile application.

Users have now redeemed over 350 vouchers with virtually no problems arising. A very small number of users contacted council due to physical addresses being different to Council's rating database. These users were contacted, and details updated in a timely manner. Approximately 30 residents attended council offices for assistance from customer service to provide a physical voucher.

The below graph shows the number of vouchers that have been redeemed between week 4 in January through to week 18 in April 2021. This is an average of 23 voucher redemptions throughout each week, around 3 vehicles per day.

This has resulted in better traffic flows at the resource recovery centres and has proven to be significantly easier to manage the voucher redemptions compared to a waste weekend. This has enabled resource recovery centre staff more time to talk to users, inspect loads, provide education, and increase recycling or re-use from material that would have ended up in landfill if delivered during a waste weekend.



The operator (Valmar Support Services) of the Tumut Resource Recovery Centre has been very pleased with the outcomes of the voucher system. Hugh Packard (Valmar CEO) has provided the following comments in support of the voucher system.

*The staff at the Tumut Resource Recovery Centre at the Gilmore Facility are reporting that there has been a very positive take-up and acceptance of the Waste Vouchers and App. The queuing and crowding on the waste weekends continue to cause safety and logistical issues, and adequately staffing the Waste Weekends also continues to present Valmar with human resource challenges, hence I am writing to express Valmar's view that the Waste Weekends could shortly be dispensed with and fully replaced by vouchers and the app. This would have many positive impacts, some of which are noted below.*

- *Members of the public can attend the facilities for their voucher redemption at a time and date that best suits them,*
- *Queuing onto the Highway and crowding on-site at Gilmore, as now occurs during the Waste Weekends, would be totally eliminated,*
- *Staff costs, and the costs to Council, would be reduced,*
- *Staff allocations by Valmar would be far more easily managed.*

*Valmar has been a great supporter of, and advocate for, the Waste Weekends up until this point, but with the new system now proven and popular, the foundations are now firmly in place for a far better alternative, and hence sometime soon the Waste Weekends could both theoretically and practically be wound up. With the new financial year soon to commence, perhaps this could be the trigger to change from the old arrangements to the new for the community? Valmar fully understands and accepts that any decision around this is Councils, but as the site operator in partnership with Council, I feel we have an obligation to put our views in writing to support Council in their deliberations and decision making.*

The SVC Waste App has also provided users with various additional benefits, including quick access to information about waste and recycling materials, collection calendars, location details and opening times for the resource recovery centres and allows council staff to send informative alerts, reminders or notifications to users about special events.

If the waste weekends are permanently changed to the voucher system, the impact of waste and traffic volumes at resource recovery centres will be almost eliminated, as will many other issues.

With the voucher system, residents can now choose any normal operating day during the year to dispose of the 1m<sup>3</sup> (or 300kg) of sorted general waste. This will also allow the transfer station staff

more time to educate the public around recycling and assist with sorting any remaining waste. It is expected that even with more flexibility there will still be some residents that do not use the voucher.

The waste weekends have also expanded over time to include mattresses and tyres. This has been a way to describe and define the limits of 1m<sup>3</sup>.

It is recommended that certain items are excluded from the voucher system and the vouchers are returned to their original intent which is for the disposal of normal general waste and not extend to special waste types such as tyres/mattresses.

It must also be noted that with the implementation of FOGO collections, some operational changes have been required at the Tumut Resource Recovery Centre. These changes make the general waste shed unavailable for 6 to 12 months. This would require waste weekends in the Tumut area to be cancelled during this time. This is in addition to the rising costs for these events and the significant changes and costly upgrades to the resource recovery centres that will be required to accommodate for traffic flows and waste volumes.

## **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**

3.3.1 Implement prioritised actions of the Zero Waste Strategy including FOGO

## **SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	Meeting community expectations of responsible waste management.	Nil
Environmental	Ensuring appropriate waste management and resource recovery services are in place.	Changes in perception of service level may lead to irresponsible disposal of waste.
Economic	Providing waste services to all areas of our community at an appropriate cost.	Not all ratepayers need or may choose to use the service.
Governance	Council provides and regulates appropriate waste management systems in line with best practice management.	Increased controls to access services not accepted by the public.

## **Financial and Resources Implications**

The resource implications to permanently implement the voucher system mainly relate to public messaging to advertise the changes and inform the public. The voucher system will have a reduction in resource requirements back to a normal operation as the waste weekends have caused several staffing issues in the past.

The costs for software that include a voucher system are now essentially in place with only some minor changes required to improve controls around application for and redemption of vouchers.

These costs will be offset by more controlled reception of waste and increased recycling of each load, reduced staffing costs, and increased scrutiny of each load to check for non-acceptable waste. Following the future weighbridge installation at the Gilmore site, overweight loads can be charged the difference between the accepted weight and additional weight.

The vouchers can also control resident's disposal points to the closest transfer station in the area of the resident's property, limiting the same resident disposing at multiple sites. Vouchers will also restrict out-of-district or non-resident material being accepted.

Initial costs can be covered by the waste budget – no additional cost to the community.

### Costs and Benefits:

The on-going costs are not wholly for the voucher system and is only one feature of the SVC Waste App.

The cellular connection to sites is required for the operation of the eftpos payment system so is not a direct cost of the voucher system. The below annual costs relate to the overall application.

Annual Software Fee	\$4,000
Cellular connection to site	\$300 per year each (\$1,800)
Media/promotion of the app	\$3,000 for 2 years.

The continued disposal costs of accepting waste through the voucher system puts pressure on the fixed costs of maintaining and operating the resource recovery facilities. Making the voucher available to all residential addresses with much more flexible redemption times, there is a potential for an increase in use of the voucher by more residents of the LGA. This means that more than 7700 properties have a greater potential to utilise the voucher.

With one voucher available this could double the costs of waste disposal from around \$175k to more than \$350k per annum. With two vouchers available for general waste, the upper limit for waste disposal costs could be as high as \$700k. This far exceeds the revenue generated by the waste access charges being \$423k in 2020/2021 with a budget of \$200k for waste weekends.

It is unlikely that 100% of residents will actually take advantage of all vouchers issued, however it is important to understand the potential impact.

### Policy, Legal and Statutory Implications:

Changes to the waste weekends program is a key objective of the SVC Zero Waste Strategy 2020-2030 around the theme of Data Capture and Intelligent Decision Making.

The following are the main targets from the Zero Waste Strategy which relate to review of waste weekends.

	Themes	Section	Target
1	Deliver waste education and advocate for behavioural change	1.3	Education is provided to the community about the financial and environmental cost of landfill and the lifecycle of recycling streams
2	Maximise resource recovery	2.3	Co-mingled recyclables from landfill is minimised and ultimately eliminated
4	Data capture and intelligent decision making	4.3	Review the Seasonal Waste Weekends program
5	Service and infrastructure harmonisation and upgrade	5.4	Tumut Waste & Recycling Centre is upgraded to best practice management and the MRF provides improved processing capability and capacity



**RISK MANAGEMENT – BUSINESS RISK/WHs/PUBLIC:**

The following risk table has been developed based on the recommended option.

<b>Risk Theme</b>	<b>Risk Rating</b>	<b>Commentary</b>
Service Delivery	Nil	Changes to the service offered will be significantly easier to manage.
Human Resources	Nil	Resources required for transfer station operation will be reduced to normal levels as compared to a waste weekend.
Work Place Health and Safety	Nil	Health and safety risks will be reduced.
Financial	Minor	The recommended option has a low financial risk compared to the current waste weekend as the amount of waste and number of deliveries are capped.
Environmental	Minor	Increased potential for illegal tipping.
Stakeholders	Minor	Some members of the public may think that the service is being removed or reduced. Can be controlled with media coverage and positive messaging.
Corporate Governance and Compliance	Nil	No significant risk identified.
Reputation	Nil	The changes should drive a positive reputation shift as this will enable increased focus on recycling and waste reduction as compared to promoting free waste disposal.
Political	Minor	Potential for some residents to not support the changes however the general consensus with regular waste weekend users was positive towards a voucher system.

**OPTIONS:**

Several options have been considered during the review of the waste weekend program.

**Option 1: No change**

Continuing with the same arrangements will continue to cause issues at transfer stations including an increased risk to the safety of public and staff. The costs will continue to increase. Environmental objectives of increased recycling will not be addressed. Costly upgrades to the Tumut and possibly the Tumbarumba transfer stations will be required.

**Option 2: Less Waste Weekends or Reduced Days.**

Reducing the available days to attend will only cause more intense staff, traffic and volume issues at the transfer stations.

**Option 3: Printed Waste Vouchers.**

Research and discussions with regional LGA's that have previously provided vouchers to residents has shown printed vouchers are very difficult to manage and control. There is more opportunity to abuse the system and printed vouchers can be copied or sold. Printing vouchers is also not an environmentally friendly approach.

**Option 4: Digital Waste Vouchers. Recommended Option.**

The digital system for voucher management is more controlled and provides less opportunity to abuse the system. Computerised systems are easier to manage and quicker to process at the transfer station. The digital voucher system can be easily changed in the future in line with

objectives of the Zero Waste Strategy. This option has now been proven successful following the trial of digital vouchers. It is recommended to progress with this option and cease the waste weekends from 1 July 2021. This can be extended in the future to include special vouchers such as collection of soil/mulch from the organics composting facility or vouchers in place of donations to community groups and charitable organisations. Vouchers can be reviewed annually in line with available budgets and approved by the Chief Executive Officer. This option is the recommended option.

**Option 4-a:** Digital voucher to replace waste weekend with a voucher for residential addresses of the LGA for 1m<sup>3</sup> (300kg) of general waste.

This option allows all residents access to a voucher whether they are a rate payer or not. This option may require monitoring and verification of residency through voucher application using power/gas/phone invoices. This could be restrictive and time-consuming to manage and approve vouchers. This is similar to the current model of waste weekends where it is very difficult to control who accesses this service and if the users are from within the LGA.

**Option 4-b:** Digital voucher to replace waste weekend with a voucher for residential properties of the LGA that have waste access charges applied for 1m<sup>3</sup> (300kg) of general waste.

This option allows only properties who are charged the waste access charges to redeem a voucher. This option may be less administrative and use methods such as name verification to cross reference rate payer details. This will better control who can access the voucher however it will limit users such as the Brindabella community and those from community title properties where only the overarching property pays a waste access charge.

**Option 4-c:** Digital vouchers to replace waste weekend with 1 (one) voucher for 1m<sup>3</sup> (300kg) of general waste, with the following additional options as an example, 1 (one) voucher for 1m<sup>3</sup> (300kg) of green waste, 1 (one) voucher for 1 (one) roll of kitchen caddy liners and 1 (one) voucher for 1m<sup>3</sup> (300kg) of mixed sorted Christmas waste per annum to residential addresses of the LGA.

#### **Option 5: Abolish the Waste Weekend Program.**

This option removes the waste weekend program all together including any voucher system. This option could drive an increase in illegal dumping or fly tipping activities, however, in line with FOGO and with an increased marketing and education program, could increase recycling and sorted materials at transfer stations to keep gate charges down.

#### **COUNCIL SEAL REQUIRED:**

Not required

#### **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Council officers will initiate a media campaign to promote the Voucher System through a mix of media releases, radio, social media and updates to website information. The media campaign will centre on encouragement of participation in the initiative, promoting the benefits to the environment.

#### **ATTACHMENTS**

Nil

**11. MANAGEMENT REPORTS****11.2 REVISED PROVISION OF COMMUNITY SERVICES POLICY - FOR PUBLIC EXHIBITION**

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

**EXECUTIVE SUMMARY:**

This report seeks the decision by Council to release the revised version of Provision of Community Services Policy SVC-ComServ-PO-069-01 for public exhibition for a period of 28 days.

The policy is to be an overarching policy for Community Services with annexures that relate to operational policies, procedures and forms that require frequent updating in response to changes in legislation, regulations and guidelines that occur regularly.

**RECOMMENDATION:****THAT COUNCIL:**

1. Receive the report on the revised Provision of Community Services Policy SVC-ComServ-PO-069-01.
2. Note the listed operational policies under Provision of Community Services Policy SVC-ComServ-PO-069-01 that will be superseded if adopted as annexures of the Provision of Community Services Policy SVC-ComServ-PO-069-01 in this report.
3. Note that operational policies will be updated by the responsible officers to comply with changes to legislation as they occur.
4. Place the revised Provision of Community Services Policy SVC-ComServ-PO-069-01 on public exhibition for a period of 28 days.
5. Adopt the policy if no submissions are received on the day after the completion of the public exhibition.

**BACKGROUND:**

The Provision of Community Services Policy SVC-ComServ-PO-069-01 was adopted by Council at its ordinary meeting held on 29 October 2020.

**REPORT:**

This revised policy is intended to establish sound practices that lead to clear, consistent and concise decision making when delivering community services in the Snowy Valleys LGA. This policy will enable the implementation of inclusive, resilient, and equitable provision across all SVC Community Services.

Council's Community Services Policies and Procedure require frequent updating to comply with changing legislation, regulations, and guidelines and to ensure compliance with funding conditions.

Under the revised Policy it is proposed that the various operational policies and procedures be listed as annexures of the overarching policy. These policies and procedure can then be updated as required and approved by the Director Community and Corporate. This will reduce the approval time and administration requirements for these policies to come into operational affect.

The current adopted Provision of Community Services Policy includes Children's Services. The revised policy excludes Children's Services from the Community Services policy in favour of establishing a stand-alone Children's Services policy with annexures.

## **LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**

### **Integrated Planning and Reporting Framework:**

#### **CSP Outcome 2028**

Theme 4: Communication & Engagement

#### **Delivery Outcomes**

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

#### **Operational Actions**

1.2.3 Operate a Multi Service Outlet connecting aged and disadvantaged with affordable services that allows individuals to age in place

## **SUSTAINABILITY ASSESSMENT:**

N/A

## **Financial and Resources Implications**

N/A

## **Policy, Legal and Statutory Implications:**

In providing community services Council is required to have policies and procedures in place to adhere to funding guidelines. This requirement is driven by the following legislation, regulations, and guidelines:

- *Aged Care Standards.*
- *Aged Care Quality and Safety Commission Act 2018.*
- *Aged Care Quality and Safety Commission Rules 2018.*
- *Retirement Villages Act 1999.*
- *Retirement Villages Regulations 2017.*
- *Retirement Villages Amendment Act 2020.*
- *Retirement Living Code of Conduct 2020; Housing Act (NSW) 2001.*
- *Point to Point Transport (Taxi and Hire Vehicles) Act 2016.*
- *Point to Point Transport (Taxi and Hire Vehicle) Regulations 2016.*
- *Passenger Transport Act 2014.*
- *Passenger Transport (Drug and Alcohol Testing) Regulations 2010.*
- *Passenger Transport Regulations 2007.*
- *National Meal Guidelines 2016.*

## **RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:**

N/A

## **OPTIONS:**

1. Council may resolve to adopt the recommendations contained in this report.

2. Alternatively, Council may continue with the adopted Provision of Community Services Policy SVC- ComServ-PO-069-01 and adopt relevant Community Services and Children's Services policies individually.
3. Council may seek further information and consider this matter at a future meeting.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Internally

Community Services and Governance staff have been consulted and involved in reviewing and revising the policy.

Externally

External consultation will occur when policy is placed on Public Exhibition.

**ATTACHMENTS**

- 1 Draft Revised Provision of Community Services Policy (under separate cover)

**11. MANAGEMENT REPORTS****11.3 DRAFT PROVISION OF CHILDREN'S SERVICES POLICY - FOR PUBLIC EXHIBITION**

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

**EXECUTIVE SUMMARY:**

This report seeks the decision by Council to release the revised version of Provision of Children's Services Policy SVC-ChildServ-PO-119-01 for public exhibition for a period of 28 days.

The policy is to be an overarching policy for Children's Services with annexures that relate to operational policies, procedures and forms that require frequent updating in response to changes in legislation, regulations and guidelines that occur regularly.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on Receive the report on the Draft Provision of Children's Services Policy SVC-ChildServ-PO-119-01.**
2. **Note the listed operational policies, procedures, and forms under the Provision of Children's Services Policy SVC-ChildServ-PO-119-01. that will be superseded if adopted as annexures of the Provision of Children's Services Policy SVC-ChildServ-PO-119-01.**
3. **Note that the operational policies, procedures, and forms will be updated by the responsible officers to comply with changes to legislation, regulations, and guidelines as they occur.**
4. **Release the revised Provision of Community Services Policy SVC- ComServ-PO-069-01 for public exhibition for a period of 28 days.**
5. **Adopt the policy if no submissions are received on the day after the completion of the public exhibition.**

**BACKGROUND:**

Under the Education and Care Services National Law Act 2010 and the Education and Care Services National Regulations 2011, Children's Services are required to have certain policies in place.

The draft policy is intended to establish sound practices that lead to clear, consistent and concise decision making when delivering children's services in the Snowy Valleys LGA. This policy will enable the implementation of inclusive, resilient, and equitable provision across all SVC Children's Services.

The Provision of Community Services Policy was adopted 29 October 2020. Children's Services is included in this policy as a service of Council.

**REPORT:**

The provision of Children's Services has been separated from the Community Services policy to have their own stand-alone policy with annexures. These annexures reflect related and non-related

policies required under the Education and Care Services National Law Act 2010 and Education and Care Services National Regulations 2011.

Under legislations and best practice outcomes for education and care, SVC Children's Services staff work to approximately 100+ policies, procedures, and forms aside from the Snowy Valleys Council policies, procedures and forms.

As legislations and best practice outcomes change frequently it is proposed updated, revised, and new policies be adopted and signed off as an annexure by the Director of Community and Corporate under this overarching policy once consultation and feedback has been sort from all stakeholders, to reduce the approval time and administration requirements for these policies to come into official operational affect.

## **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:**

N/A

### **Financial and Resources Implications**

N/A

### **Costs and Benefits:**

N/A

### **Policy, Legal and Statutory Implications:**

In accordance with section 253 of the Local Government Act states that Council must give notice of its intention to adopt or amend policies, allowing at least 28 days for the making of public submissions.

## **RISK MANAGEMENT – BUSINESS RISK/WHs/PUBLIC:**

Nil

## **OPTIONS:**

1. Council may resolve to adopt the recommendations contain in this report.
2. Alternatively, Council may continue with the adopted Provision of Children's Services Policy SVC- ComServ-PO-119-01 and adopt relevant Community Services and Children's Services policies individually.
3. Council may seek further information and consider this matter at a future meeting.

## **COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Internally

Community Services and Governance staff have been consulted and involved in developing the policy.

Externally

External consultation will occur when policy is adopted and placed on Public Exhibition.

**ATTACHMENTS**

- 1 Draft SVC Provision of Children's Services Policy (under separate cover)



**11. MANAGEMENT REPORTS****11.4 ABORIGINAL CULTURAL HERITAGE ASSESSMENT FOR LAND AT GILMORE PROPOSED TO BE RE-ZONED AS INDUSTRIAL**

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

**EXECUTIVE SUMMARY:**

Amendment No.5 of the Tumut Local Environment Plan 2021 (Tumut LEP 2021) seeks to rezone certain land locations at Gilmore from RU1 Primary Production and RU3 Forestry to IN1 General Industrial with a 2-hectare minimum lot size and inserting a new LEP clause to facilitate the subdivision of land with a split zoning.

The amendment will facilitate the growth and employment potential of Tumut through the provision of additional industrial land and address a current identified shortage of industrial zoned land. Potential industrial uses of the land include transport logistics, forestry, and timber processing.

Council, at its meeting on 19 March 2020 resolved to undertake an Aboriginal Cultural Heritage Assessment (ACHA) to enable the finalisation of Amendment No.5 of the Tumut LEP 2012.

The purpose of this report is to summarise the findings of the ACHA and to authorise the Executive Director Community and Corporate to send the Planning Proposal for Amendment No.5 to Parliamentary Counsel for an opinion and the drafting of the Plan.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on the Aboriginal Cultural Heritage Assessment for land at Gilmore proposed to be re-zoned as industrial.**
2. **Adopt the Aboriginal Cultural Heritage Assessment Report for land at Gilmore proposed to be re-zoned as industrial.**
3. **Delegate to the Executive Director Community and Corporate to carry out the following actions to process and make the amendments to Tumut LEP 2012:**
  - a. **Forward this report, and all required documents and plans to Parliamentary Counsel for an option and drafting of the amendments.**
  - b. **Make the LEP; and**
  - c. **Forward the signed LEP and supporting documents to the Department of Planning, Industry and Environment to notify the amendment.**

**BACKGROUND:**

At the 19 March 2020 Ordinary Meeting, Council resolved (M48/20) as follows:

**THAT COUNCIL:**

1. *Receive the report on Planning Proposal Tumut Local Environment Plan (LEP) 2012- Amendment No.5 – Gilmore Industrial land from the Executive Director Community and Corporate and resolve to proceed and complete Amendment No.5 of the Tumut LEP 2021.*

2. *Advise the NSW Rural Fire Service, Department of Primary Industries (Agriculture), Transport for NSW and Planning, Industry & Environment Biodiversity and Conservation Division of Council resolution.*
3. *Delegate authority to the Chief Executive Officer to allocate funds to undertake an Aboriginal Heritage Assessment to enable the finalisation of the Planning Proposal Tumut LEP – Amendment No. 5*

The ACHA that is the subject of the Council resolution has now been finalised and is the subject of this report.

## REPORT:

The Planning Proposal for Amendment No. 5 was forwarded to the Department of Planning Industry and Environment (DPIE) and a Gateway Determination was issued on 16 August 2018. The original Gateway Determination has since been altered to allow an extension of time.

As documented in the Planning Proposal Report that was presented to Council on 19 March 2020 (Attachment 1), all the eight conditions in the Department of Planning and Environment's altered Gateway Determination have been complied with.



Aerial Photo of Land Subject to Planning Proposal – LEP Amendment No.5

In accordance with condition 5 of the Gateway Determination, consultation was required with relevant NSW Government Agencies. The feedback from the Planning, Industry & Environment Biodiversity and Conservation Division (now Heritage NSW) recommended that preparation of an Aboriginal Cultural Heritage Assessment to identify Aboriginal culture heritage values and potential impacts on the proposal site.

OzArk Environment & Heritage Consultants were engaged by Council to complete the ACHA report. OzArk completed a desk top study, review of historic reports and studies and carried out a field survey on 27 November 2020. These investigations have informed the ACHA report dated May 2021 (**Attachment 2**).

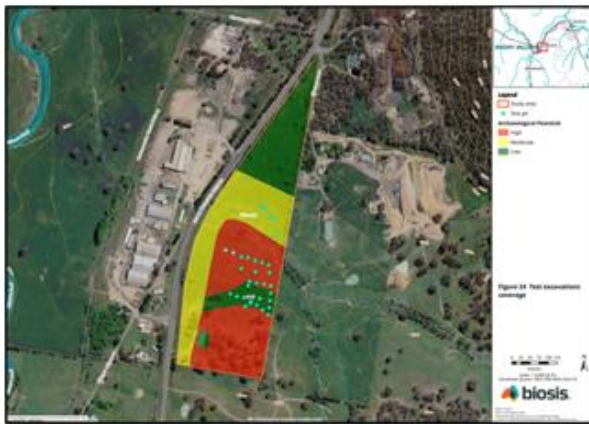
The ACHA report notes that the area subject to Amendment No.5 of the Tumut LEP 2012 (the study area) is relatively disturbed due to clearing of vegetation, long-term grazing and the operation of the Gilmore Timber Mill.

The Part of the site to the east of the Snowy Mountains Highway and south of Killarney Creek is identified as having low – high Archaeological Potential. Test investigations have been undertaken within this area, identifying three Aboriginal heritage sites (**refer to Figure1**). These sites have not yet been registered on the AHIMS registered and are noted as:

- Gilmore AD-01
- Gilmore AD-02 and
- Gilmore AD-03

These sites contain low-moderate subsurface manifestations and no further archaeological investigations, or salvage is required. If development does occur with the proximity of these areas, an Aboriginal Heritage Impact permit (AHIP) will be required for their removal.

**Figure 1 – Area of Archaeological Potential**



Picture 1 Test excavation area

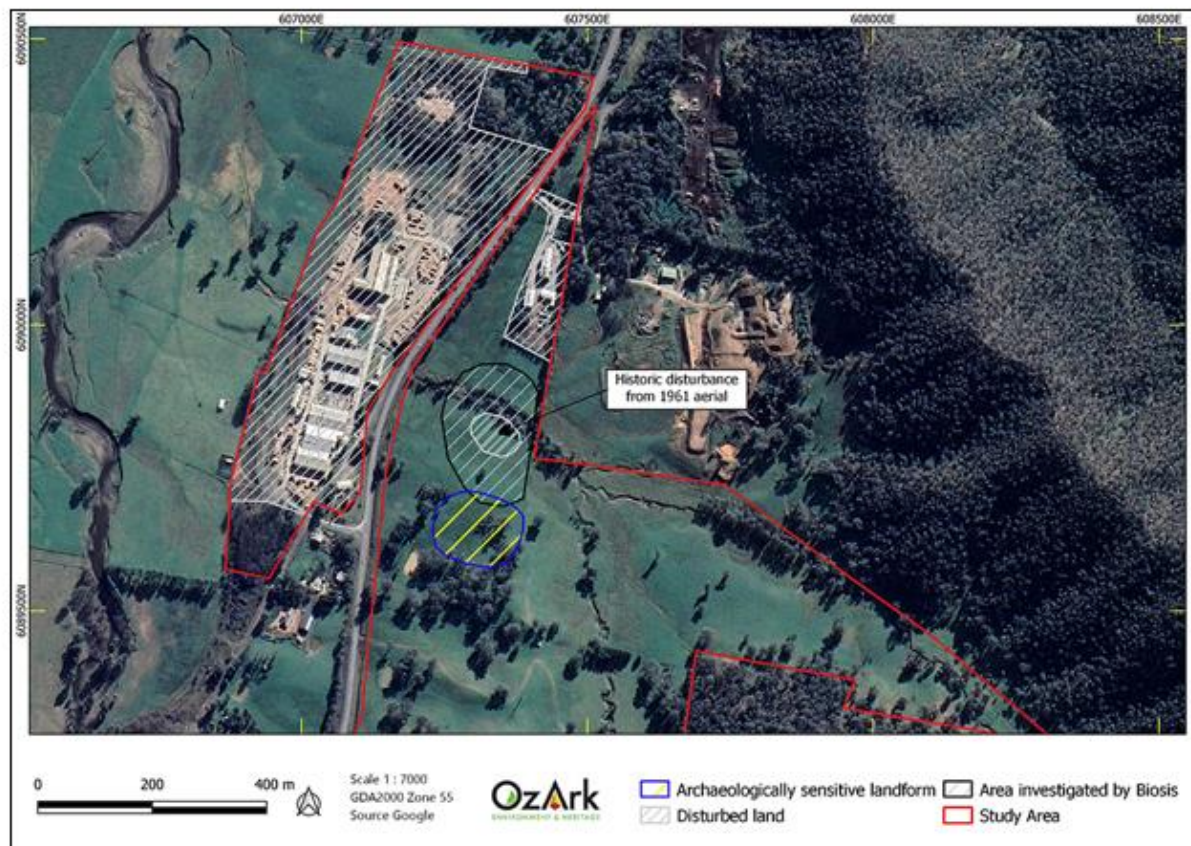
Source: OzArk Environment & Heritage



Picture 2 Identified Aboriginal sites

The site survey undertaken by OzArk has also identified an archaeology sensitive landform, which may contain below ground artefacts. This landform is to the south of the Gilmore AD-03 (refer to Figure 2) and OzArk have recommended that any development in this area should be avoided, where possible.

**Figure 2: Zones of disturbance and sensitivity**



Source: OzArk Environment & Heritage

The ACHA report makes the following recommendations to ensure the appropriate management and protection of Aboriginal sites:

1. *The area of archaeological sensitivity shown on Figure 10.1 should be avoided by future development. If development in this area is proposed, further investigation, possibly including test excavation, may be required.*
2. *Developments in areas shown as 'disturbed land' on **Figure 10-1** can proceed without further investigation.*
3. *Any proposed impacts to the known sites Gilmore AD-01, Gilmore AD-02 and Gilmore AD-03 will require an Aboriginal Heritage Impact Permit (AHIP) application to be prepared. As these sites are subsurface manifestations, no further archaeological investigation or salvage is required.*
4. *Developments at all other areas of the study area may proceed with caution without further archaeological investigation.*
5. *For any future works outside of known sites, the unanticipated finds protocol provided in **Appendix 4** should be followed.*
6. *For any future works within the study area, the procedure to manage the unexpected discovery of human remains provided in **Appendix 5** should be followed.*

(please refer to attachment 2 Aboriginal Cultural Heritage Assessment report)

With the adoption of the Aboriginal Cultural Heritage Assessment Report, there are no matters identified in the ACHA report that would preclude the Amendment No.5 of the Tumut LEP 2012 from progressing to finalisation.

It is recommended that Council adopt ACHA report and that the areas of archaeological sensitive landform and known sites be reflected in the masterplan for the Gilmore Industrial Estate.

Should Council determine to adopt the recommendations contained in this report, the matter will proceed under delegation and a request for Parliamentary Counsel Opinion will be made. The process will be completed when the Amendment No.5 is published in the Government Gazette.

The Gateway Determination requires that the amending LEP be gazetted by 16 August 2021.

#### **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:**

	<b>Positive</b>	<b>Negative</b>
Social	The proposal will facilitate the growth and employment potential of Tumut through the provision of additional industrial land	Nil



	<b>Positive</b>	<b>Negative</b>
Environmental	<p>Land having significant environmental values has been excluded from the area proposed to be rezoned.</p> <p>It is proposed to:</p> <ul style="list-style-type: none"> <li>• Implement Stage 1 of the Biodiversity Assessment Method prior to the development of the land.</li> <li>• Include areas of archaeological sensitivity within the masterplan for the site so they are protected from future development.</li> </ul>	<p>The land proposal to be rezoned is in closed proximity to sensitive environment land. Good design and management will ensure potential impacts can be mitigated, there are existing industrial activity in the vicinity.</p>
Economic	<p>Access to reticulated water, gas and electricity is available. Sewerage infrastructure can be made available.</p> <p>A current shortage of industrial zoned land will be addressed. Potential industrial uses of the land include transport logistics, forestry and timber processing. Access is available to established transport networks.</p>	<p>Short term costs will be incurred by Council for the undertaking of:</p> <ul style="list-style-type: none"> <li>• Stage 1 of the Biodiversity Assessment method be implemented to identify the biodiversity values on the proposal site prior to adoption of a masterplan and/or development of the site.</li> <li>• Preparation of a masterplan will be undertaken prior to development of the industrial land.</li> <li>• A traffic Impact Assessment will be completed prior to adoption of a masterplan and/or development of the site.</li> </ul>
Governance	Legislative requirements will be complied with	Nil

### Financial and Resources Implications

The actions required to finalise the Planning Proposal will be carried out by the Agile Planning Surge Team (an external planning consultant) funded by the Department of Primary, Industry and Environment. Under the funding arrangements, these are required to be finalised by 30 June 2021.

Council will be required to fund the preparation of the necessary future studies and investigations required to support the preparation of the masterplan for the Gilmore Industrial Estate.

### Costs and Benefits:

N/A

**Policy, Legal and Statutory Implications:**

The actions required to finalise the Planning Proposal will be carried out by the Agile Planning Surge Team (an external planning consultant) funded by the Department of Primary, Industry and Environment. Under the funding arrangements, they are required to be finalised by 30 June 2021.

Council will be required to fund the preparation of the necessary future studies and investigations required to support the preparation of the masterplan for the Gilmore Industrial Estate.

**RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:**

Nil

**OPTIONS:**

As an alternative to proceeding with the Planning Proposal Council could resolved to:

1. Defer consideration of the Planning Proposal to a later date; or
2. Not to proceed further with the Planning Proposal.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

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

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

No submissions were received from the public.

**ATTACHMENTS**

- 1 ID 3102412 - Planning Proposal for Tumut LEP 2012 - Gilmore Industrial land (under separate cover)
- 2 ID 3102413 - Aboriginal Cultural Heritage Assessment Report (under separate cover)
- 3 ID 3102414 - LEP Maps (under separate cover)

**11. MANAGEMENT REPORTS****11.5 NSW PUBLIC SPACES LEGACY PROGRAM 2**

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

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**EXECUTIVE SUMMARY:**

This report seeks the Councils consideration of the funding amount of \$1,980,000 offered through the NSW Public Spaces Legacy Program for upgrades to the Tumbarumba Playground and Skate Park and the Rotary Pioneer Park in Tumut.

The objectives of the funding program are to:

- improve development assessment speeds and planning proposals (rezoning)
- bring forward construction and the opportunity for jobs and economic activity in the short to medium term
- support investment in the creation of high-quality public and open spaces to create a lasting community benefit
- address critical open space shortfalls and improve the quality of existing public and open spaces

Councils Growth and Development Team, have been successful in achieving improved development assessment speeds and planning processes bringing forward construction and the opportunity for jobs and economic activity as intended under the program.

This success has then provided the opportunity for funding for Council to invest in the creation of high-quality public and open spaces to create a lasting community benefit through upgrades to the Tumbarumba Playground and Skate Park along with the Rotary Pioneer Park in Tumut totalling \$1,980,000.

The upgrades include the provision of nature-based play spaces, additional green infrastructure, better amenities, improved pathways, picnic areas and seating.

From a whole of life cost perspective accepting the funding under the program and completing the upgrades will have an impact on Council's budget and its ongoing financial capacity and sustainability.

It is estimated that additional depreciation over the life of the upgraded/new assets will be in the order of \$24,200 per annum coupled with ongoing maintenance costs in the order of \$43,500 per annum. These figures may be discounted in part through the removal and replacement of existing assets.

The estimated/indicative whole of life cost is in the order of \$3,635,000 of which \$1,980,000 is funded leaving potential cost to Council in the order of \$1,655,000 over the lifetime of the upgraded assets.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on. Receive this report on the NSW Public Spaces Legacy Program and the outcomes of Councils application for funding under the program.**
2. **Note that the funding application for upgrades to the Tumbarumba Playground and Skate Park along with the Rotary Pioneer Park in Tumut totalling \$1,980,000 have been approved for funding under the NSW Public Spaces Legacy Program**

3. **Note the funding is for the provision for nature-based play spaces, additional green infrastructure, better amenities, improved pathways, picnic areas and seating comprising of the following elements:**
  - a. **Tumbarumba Playground and Skate Park, Hammond Ave (\$650,000)**
    - i. **public amenities**
    - ii. **landscaping**
    - iii. **benches seating and lighting**
  - b. **Tumut Rotary Pioneer Park, Elm Drive (\$1,350,000)**
    - i. **public amenities**
    - ii. **landscaping including pathways, benches, nature play**
    - iii. **solar pathway lighting (approx. 2km)**
4. **Note the estimated whole of life cost and impacts on Councils budget associated with accepting the funding offered NSW Public Spaces Legacy Program and completion of the upgrades**
5. **Delegate the Chief Executive Officer to accept the funding of \$1,980,000 offered under the NSW Public Spaces Legacy Program and facilitate the delivery of the upgrades as referred to in item 3 above noting that the increase in service level is expected to result in additional annual expenditure in the order of 0.73% of rates per annum**
6. **Note that it is likely the rate cap will prevent Council from recovering the full costs associated with the upgraded parks, due to other standard increases in expenditure exceeding the false ceiling placed on rate income growth by IPART and that the increase in expenditure will likely need to be recovered through a combination of internal savings and potentially a special rate variation**

#### **BACKGROUND:**

In August 2020, the NSW Department of Planning, Industry and Environment announced the launch of a \$250 million NSW Public Spaces Legacy Program as part of ongoing work to protect the health of the community and provide economic jobs stimulus in response to the COVID-19 pandemic along with the delivery of a legacy of safe, quality public and open space.

The program was designed to incentivise Councils to accelerate their assessments of development applications and rezonings to create new development capacity and meet demand for housing and employment over the next decade.

Funding for the planning, design, construction or land acquisition costs for new and existing public and open space was made available to 68 councils across NSW, provided they achieved improvements in assessment activity between 1 September 2020 and 30 June 2021.

Councils Growth and Activation Team participated in the program, and have been successful in achieving improved development assessment speeds and planning processes required under the program. This success has then provided the opportunity for funding for Council to invest in the creation of high-quality public and open spaces to create a lasting community benefit.

Eligible public space projects under the program included new or upgraded open and public space including regional and district public and open spaces and linear parklands, trails and strategic public and open space linkages, foreshore and riverfront precincts. This includes improvements for water-



based recreation such as launching small watercraft, access to waterways for swimming, trails and picnic areas.

Funding was also made available for urban amenity improvements including civic plazas, town squares and main street precincts that improve connections between public space, promoting walkability and greater accessibility.

Council officers initially submitted the proposed Riverglade Oval upgrade project for funding under the program. This application was initially accepted by the program administrator and then later rejected. The administrator advised that the upgrade of sporting facilities was not eligible under the program.

A subsequent application was made in consultation with the funding administrator as detailed in table 1 below.

**Table 1**

Item	Description	Cost
Goldfields Toilets, Tumbarumba adjacent to Hammond lane	Replace existing toilets with more user friendly toilets and more toilets as the area usage has increased significantly. Project to include beautification, landscaping, benches to make the area more user friendly and further compliment the recent upgrades to the creekscape	\$650,000
Pioneer Park, Tumut adjacent to Elm Drive	Includes more solar lighting along the Riverwalk and lighting in the park leading to the Riverwalk along with deco granite paths with nature play and additional seating leading to the pond. Installation of a small jetty over the pond.	\$650,000
Banksia Cres Park, Tumut	Replacement of old non-complaint play equipment with new play equipment along with new softfall and edging	\$60,000
Park in Khancoban adjacent to the pool and Mitchell Ave	Replacement of old non-compliant play equipment with new play equipment along with new softfall and edging.	\$120,000
Adelong Falls toilet, Adelong Falls Road Adelong	Painting the toilets and replacement of fittings and furnishing. Includes landscaping and solar lights for the shelters and carpark to better accommodate events at the falls	\$150,000
Memorial Park, Lynch St Adelong	Painting the toilets and replacement of fittings furnishing. Includes replacement of the remaining old non-compliant play equipment and new footpaths leading to play equipment	\$150,000
Fitzroy Park, Tumut	Additional fencing around play equipment along with renewal of some equipment and additional furniture	\$100,000
Adelong Falls walk, Victoria Hill Rd Adelong	Installation of solar lighting along the falls walk so people can walk along the footpath early mornings and evenings	\$100,000

This application was also rejected by the program administrator, with the administrator advising that the application should focus on two key projects only.

Noting that nearly \$2,000,000 of funding was available under the program, the two largest projects were selected from the list detailed in Table 1 above. Table 2 below shows the details of the amended application which was then accepted by the program administrator and subsequently approved subject to Councils acceptance of the funding deed.

**Table 2**

Item	Description	Cost
Tumbarumba Playground and Skate Park, Hammond Ave	Provision of nature-based playspaces, additional green infrastructure, better amenities, improved pathways, picnic areas and seating.	\$650,000
Rotary Pioneer Park Tumut, Elm Drive	Provision of nature-based playspaces, additional green infrastructure, better amenities, improved pathways, picnic areas and seating.	\$1,330,000

On the 6 May 2021, Council received advice from the NSW Government Planning Industry and Planning that its application for grant funding under the NSW Public Spaces Legacy Program for upgrades to the Tumbarumba Playground and Skate Park and the Rotary Pioneer Park in Tumut totalling \$1,980,000 has been approved.

To accept the funding Council is required to return signed copies of the funding agreement by 21 May 2021.

#### **REPORT:**

Subsequent to Councils participation in the NSW Public Spaces Legacy Program, the financial capacity and ongoing sustainability of the organisation has been a heightened focus, and closely scrutinised in preparing the Integrated Planning and Reporting (IPR) documentation for 2021/22 financial year, in particular the budget and long-term financial plan.

This scrutiny has included addressing concerns around the medium and longer-term financial sustainability of the organisation resulting from its increasing asset base and associated depreciation, maintenance and servicing costs for increasing service levels.

Whilst Council and the community it serves, has been fortunate to be able to access significant grant funding support for the creation of high-quality public infrastructure, this increased and higher standard infrastructure also impacts on the organisations medium and long-term financial sustainability.

With the above in mind, careful consideration needs to be given to the affordability and social benefits associated with accepting the funding offered through the NSW Public Spaces Legacy Program.

However, in this case, the funding offered through the NSW Public Spaces Legacy Program provides the opportunity to provide nature based play spaces and green infrastructure that is low maintenance and minimises the installation of depreciable assets, noting however that the upgrades will include the installation of some new and renewed depreciable assets.

This may include:

- installation of natural play areas with sensory gardens
- utilising peripheral plantings to link the different spaces together
- define pathways and edges with plantings
- improved landscaping and introduction of cultural plantings and interpretive signage
- introduction of more trees within and around play areas

- introduction water elements and water sensitive design
- solar powered lighting and low maintenance amenities
- design for climate adaptation

It is intended that a specialist landscape architect would be engaged through a quotation process to develop the designs for both the Tumbarumba Playground and Skate Park and the Rotary Pioneer Park upgrades with the aim of creating fully integrated and functional designs that are practical and sustainable in the medium and longer term.

The potential financial impacts and community benefits are assessed in more detail below, and although the social benefits are difficult to quantify, this report supports the acceptance of the grant funding in this case.

It is important to note that while some aspects of the funding will include the replacement of existing infrastructure on a “betterment” principle and hence some of the costs are likely to be offset by the demolition of the old asset, other items are new and additional to the existing asset base.

## **LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**

### **Integrated Planning and Reporting Framework:**

#### **CSP Outcome 2028**

Theme 1: Towns and Villages

#### **Delivery Outcomes**

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

## **SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	<p>Creation of high-quality public and open spaces to create a lasting community benefit</p> <p>Facilities compliant with current standards for disability access.</p> <p>Improved safety for children by not having them travel longer distances or cross busy roads to access facilities.</p>	<p>Increased costs associated with depreciation, maintenance and servicing of the upgraded assets could result in reduction in services in other areas and/or increased financial burden for the community.</p>
Environmental	<p>Sustainable design principles to be applied to the upgrades including water sensitive design and design for climate adaption – increased plantings, storm and drought tolerant design.</p> <p>Betterment through removal of facilities from regular areas of flooding and construction in more suitable locations.</p>	<p>Disruption and potential pollution through the generation of noise and dust during the construction phase. Can be managed and controlled through the development and implementation environmental management plan for the construction phase.</p>

	<b>Positive</b>	<b>Negative</b>
Economic	The upfront capital costs for the upgrades is funded through the NSW Public Spaces Legacy Program.	<p>The ongoing depreciation, maintenance and servicing costs for the life of the upgraded assets will need to be funded by Council and the community it serves.</p> <p>Whilst it is intended to reduce this financial burden through clever design, it is estimated that the additional ongoing depreciation for the life of the upgraded assets will be in the order of \$24,200 per annum coupled with ongoing maintenance costs in the order of \$43,500 per annum</p>
Governance	The design and delivery of the upgrades will be undertaken in accordance with the relevant Local Government procurement and purchasing requirements.	Failure to comply with the relevant governance requirements associated with the delivery of this project and the ongoing management of the facility could damage the reputation and business of Council.

### Financial and Resources Implications

The upfront capital costs for the proposed upgrades to the Tumbarumba Playground and Skate Park and the Rotary Pioneer Park in Tumut are covered through the funding of \$1,980,000 offered through the NSW Public Spaces Legacy Program.

The whole of life costs for the upgrades are not funded and will impose a financial burden on Council and the community.

Noting that the detailed scope and designs for the upgrades are yet to be completed, the whole of life costs for the upgraded assets are a low confidence estimate only, and will be refined as the scope and designs are progressed.

It is intended that the design process will consider minimising whole life costs associated with the upgraded parks.

### Estimated whole of life costs (Indicative only)

<b>Item</b>	<b>Funded</b>	<b>Additional Costs</b>
Capital costs for the proposed upgrades to the Tumbarumba Playground and Skate Park and the Rotary Pioneer Park in Tumut	\$1,980,000	

Item				Funded	Additional Costs
<b>Rotary Pioneer Park in Tumut</b>					
Depreciation Costs	Value	Useful life	Annual Depreciation		
Amenities – 2 x unisex disabled access	\$150,000	40 years	\$3,750		\$150,000
Deco Granite Footpath - 1km	\$125,000	30 years	\$4,167		\$125,000
Gardens (Landscaping)	\$150,000	50 years	\$3,000		\$150,000
Solar Light (20)	\$215,000	25 years	\$8,600		\$215,000
Boardwalk - 1km	\$72,000	70 years	\$1,029		\$72,000
Shelters and seats	\$16,000	30 years	\$533		\$16,000
<b>Subtotal</b>			<b>\$21,079</b>		

Maintenance Costs					
		Useful life	Annual Maintenance		
Maintenance Amenities		40 years	\$10,000		\$400,000
Deco Granite Footpath - 1km		30 years	\$2,500		\$75,000
Gardens		50 years	\$10,000		\$500,000
Shelters, seats		30 years	\$500		\$15,000
<b>Subtotals</b>			<b>\$23,000</b>		

Tumbarumba Playground and Skate Park					
Depreciation Costs	Value	Useful life	Annual Depreciation		
Amenities – replacement	\$450,000	40 years	\$		\$
Gardens (Landscaping)	\$25,000	50 years	\$500		\$25,000
Solar Light (5)	\$53,000	25 years	\$2,120		\$53,000
Shelters, seats	\$15,000	30 years	\$500		\$15,000
<b>Subtotals</b>			<b>\$3,120</b>		

Maintenance Costs					
		Useful life	Annual Maintenance		
Maintenance Amenities		40 years	\$15,000		\$400,000
Gardens		50 years	\$5,000		\$250,000
Shelters, seats		30 years	\$500		\$15,000
<b>Subtotals</b>			<b>\$20,500</b>		
<b>Total</b>					<b>\$2,476,000</b>

Approximate whole of life cost is in the order of \$3,635,000 taking into account the maintenance costs and funded value of the asset.

Noting that the value of the asset is funded, the actual cost to Council is estimated to be in the order of \$1,655,000.

**Policy, Legal and Statutory Implications:**

This procurement process for the upgrades will be undertaken in accordance with the provisions of the NSW Local Government Act 1993 and the NSW Local Government (General) Regulation 2005.

Failure to comply with the relevant legislation could expose Council to both legal and reputational risk.

A copy of the conditions of the funding agreement are attached to this report.

As per the milestone schedule below, confirmation from the Department that Council has met the improvement targets for monitoring period 2 (30 June 2021) as prescribed in the Participation Agreement must be achieved to receive the second funding instalment.

The upgrades must be completed by the 31 December 2022 to receive the third instalment.

The funding may be withdrawn if the conditions and milestones as outlined in the funding agreement are not met.

Date of completion	Milestone	Amount of Funding
Date of this Agreement	<b>Milestone 1</b> Execution of this Agreement by the Department and the Recipient Planning and design starts	\$297,000
30 June 2021	<b>Milestone 2</b> Completion of Project Plan by the Recipient and provision of a copy to the Department in accordance with clause 4.5	Not applicable.
30 July 2021	<b>Milestone 3</b> Written confirmation from the Department that the Recipient has met the Improvement Targets for Monitoring Period 2 (30 June 2021) as prescribed in the Participation Agreement	\$990,000
TBA by Councils	<b>Milestone 4</b> Commencement of construction works/land acquisitions comprised in the Project	Not applicable.
31 December 2022	<b>Milestone 5</b> Completion of construction works comprised in the Project ( <b>Project Completion</b> )	\$693,000

**RISK MANAGEMENT – BUSINESS RISK/WH/SPUBLIC:**

The decision to accept or decline the funding offered through the NSW Public Spaces Legacy Program for the Tumbarumba Playground and Skate Park and the Rotary Pioneer Park in Tumut exposes Council to both business and reputational risk.

From a business risk perspective, accepting the funding will impose a further cost burden on Council and the community associated with the depreciation, maintenance and servicing of the upgraded assets.

Conversely, there is also a risk that the availability of grant funding will be limited in the future and if this funding opportunity is declined, the opportunity to upgrade the Tumbarumba Playground and Skate Park and the Rotary Pioneer Park in Tumut may not be available again in the near future.

<b>Risk Theme</b>	<b>Risk Rating</b>	<b>Commentary</b>
Environment and Public Health	Nil	<p>The upgrades will likely provide for improved outcomes in respect to the environment and public health.</p> <p>Disruption and potential pollution through the generation of noise and dust during the construction phase.</p> <p>Can be managed and controlled through the development and implementation of an environmental management plan for the construction phase.</p>
Financial Risk	Med	<p>Accepting the funding will impose a further cost burden on Council and the community associated with the depreciation, maintenance and servicing of the upgraded assets.</p> <p>It is intended that this will be minimised through clever design, but still likely to be significant.</p>
Project Risk	Minor	<p>The procurement process for the upgrades will be undertaken in accordance with the provisions of the NSW Local Government Act 1993 and the NSW Local Government (General) Regulation 2005.</p> <p>Failure to comply with the conditions of the funding including the delivery milestones may result in the funding being restored.</p> <p>To minimise this risk, the upgrades will be delivered in accordance with Council's project management framework</p> <p>Failure to comply with the relevant legislation could expose Council to both legal and reputational risk.</p>
Reputation	High	<p>Whilst the upgrades will provide a positive outcome for the community in respect to the creation of high standard open spaces, accepting the funding will also impose a further cost burden on Council and the community associated with the depreciation, maintenance and servicing of the upgraded assets.</p>

Risk Theme	Risk Rating	Commentary
		Either way criticism from the community is likely and may be further heightened in the lead up to the local government elections.
Service Delivery	Minor	<p>The upgrades are likely to result in higher levels of service and associated higher costs.</p> <p>This higher level of service provides significant benefit to the community in respect to being able to enjoy higher standard open spaces.</p> <p>It is also intended to minimise the financial impost of this higher level of service through clever design – low maintenance infrastructure.</p>
Work Place Health and Safety	Nil	Work Health and safety risks will be managed through Council accredited Integrated Management System.
Stakeholders and political risk	Med	<p>Some members of the public may think that the upgrades are a waste of money and should not progressed.</p> <p>Noting that the upgrades will be focused on natural play and green infrastructure, some members of the community service may be dissatisfied with upgrades.</p>
Corporate Governance and Compliance	Nil	No significant risk identified.

**OPTIONS:**

Council may choose to adopt the recommendations as described in this report and accept the funding offered through the NSW Public Spaces Legacy Program.

Alternatively, Council may choose to amend the recommendation and not accept the funding, noting the financial burden imposed on Council by accepting the funding and completing the upgrades. Suggested resolution to replace item 5 in the recommendation may be:

- instruct the Chief Executive Officer to decline the funding of \$1,980,000 offered under the NSW Public Spaces Legacy Program

**COUNCIL SEAL REQUIRED:**

Nil

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

No community consultation has been undertaken at this stage on the detail project proposal.

Council has been engaging with the community about long term sustainability through the IP&R process and has future engagements planned around the proposed Special Rate Variation, Community Strategic Plan, and the Place Based Plans

If Council decides to accept the grant funding as offered through the NSW Public Spaces Legacy Program, the design process will include consultation with the relevant stakeholders and user groups.



## **ATTACHMENTS**

- 1 NSW Public Spaces Legacy Program Funding Agreement Cover Letter - Snowy Valleys Council (under separate cover)
- 2 NSW Public Spaces Legacy Program Funding Agreement - Snowy Valleys Council (under separate cover)

**12. MINUTES OF COMMITTEE MEETINGS****12.1 MINUTES - DISABILITY INCLUSION ACCESS REFERENCE GROUP MEETINGS - 22 APRIL 2021 - INQUORATE MEETINGS - 25 MARCH & 25 FEBRUARY 2021**

**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 meetings – 22 April 2021 - inquorate meetings - 25 March & 25 February 2021
2. Note the Minutes of the Disability Inclusion Access Reference Group meeting held on 22 April 2021.
3. Note the meeting notes, taken from the Disability Inclusion Access Reference Group inquorate meetings held 25 March 2021 and 25 February 2021.
4. Note the recommendations from the minutes 22 April 2021 meeting.

**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 for Public Authorities under the Disabilities Act 2014.

The DIARG meetings assist in monitoring the progress of the DIAP.

**REPORT:****25 February 2021 Meeting**

There was not enough voting members present to have a quorum from meeting scheduled.

The meeting was rescheduled for 4 March 2021.

There not being enough voting members present at the 4 March 2021 meeting, this was cancelled.

**25 March 2021 Meeting**

There was not enough voting members present to have a quorum from meeting scheduled.

At the 25 March 2021 meeting the following items were discussed:

- How to attract more membership to the DIARG.
- DIAP framework and how to measure ongoing actions.
- Invite Rohan Sills (Spinalife) to next meeting.

## 22 April 2021 Meeting

Minutes from the 26 November 2020 meeting were accepted as a true and accurate record and adopted.

Inquorate notes from 25 February 2021 and 25 March 2021 Meetings were noted as a correct record of those who were present.

Nil business arising from minutes.

### General Business

The DIAP progress matrix has been updated and a framework for the next DIAP is to be presented at the 27 May 2021 meeting.

Committee members are to review and provide feedback on the DIARG Terms of Reference for the next meeting.

Martin Brown shared The Rotary Club of Tumbarumba will be purchasing a disability trike costing \$16-17K as part of Cycling without Age program. This project will provide the facilities and the means for community groups, including participants who have mobility or sensory issues to be able to access and enjoy the Tumbarumba to Rosewood Rail Trail.

The following disability access issues were raised:

- Hiring of the EZY – DUN toilet rates are of concern to members. Hire cost is \$3000.
- A petition to have disability accessible amenities (including hoist and /or adult change table) located at Rotary Park, Tumut to be accessible for all users of the park.
- The public toilets in Wynyard Street, Tumut (adjacent to Pie in the Sky) do not allow for Carers of the opposite gender to assist as they are not unisex toilets.
- Has there been consultation regarding the design of the replacement facilities for the amenity block above Stockwell Gardens, Tumut?
- The fence around the play equipment at the Bull Paddock, Tumut – flying fox gate is too narrow to allow wheelchairs or prams through. The lock device on the gate is too high for someone in a wheelchair to reach to gain access the play equipment.

**DIA03/21 RESOLVED:** That Chairperson Martin Brown is to arrange a meeting with Snowy Valleys Council Chief Executive Officer regarding the DIARG to be consulted on disability access matters when Council is looking at erecting or upgrading facilities and amenities to ensure the building / facilities meet the needs of members of the community with a disability, or those who may have access issues.

Hugh Packard/Wendy Arentz.

CARRIED UNANIMOUSLY

A meeting was held on the 23.04.21, between the Executive Director Infrastructure, Coordinator Open Space & Facilities, and the Manager Community Services to discuss the issues raised and apparent gap in communication between DIARG and Council. The following steps were agreed:

- Issues arising from DIARG meetings are to be documented in Council reports.
- Issues raised are entered into CRM.
- DIARG members are informed of actions carried out.

- DIARG to be consulted for feedback of erecting or upgrading facilities and amenities going forward.
- Executive Director Infrastructure and Coordinator Open Space will attend DIARG 27 May 2021 meeting.

Tumbarumba Multi Service Outlet has had a 'Coffee and Cake' catchup with only one person attending.

Meeting closed at 11:45 am.

**Next Meeting:** 11.00am 27<sup>th</sup> May 2021

## **LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**

### **Integrated Planning and Reporting Framework:**

#### **CSP Outcome 2028**

Theme 4: Communication & Engagement

#### **Delivery Outcomes**

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

#### **Operational Actions**

1.2.1 Implement Disability Inclusion Access Plan Actions

## **SUSTAINABILITY ASSESSMENT:**

### **Financial and Resources Implications:**

N/A

### **Costs and Benefits:**

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

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

### **Policy, Legal and Statutory Implications:**

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

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

## **RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:**

Nil

### **OPTIONS:**

N/A

### **COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

N/A

**ATTACHMENTS**

- 1 20210225 - Notes - Inquorate DIARG Meeting (under separate cover)
- 2 20210325 - Notes - Inquorate DIARG Meeting (under separate cover)
- 3 20210422 - Minutes - DIARG Meeting (under separate cover)

**12. MINUTES OF COMMITTEE MEETINGS****12.2 MINUTES - BATLOW DEVELOPMENT LEAGUE - 3 MARCH AND 7 APRIL 2021**

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

**EXECUTIVE SUMMARY:**

This report presents to Council a summary of the minutes of the Batlow Development League meetings held on 3 March 2021 and 7 April 2021.

**RECOMMENDATION:****THAT COUNCIL:**

1. **Receive the report on the Minutes of the Batlow Development League.**
2. **Note the Minutes of the Batlow Development League Meetings held on 3 March 2021 and 7 April 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 conducted meetings on 3 March 2021 and 7 April 2021.

At meeting held on 3 March the following General Business items were discussed:

- An Executive meeting needs to be held re incorporation.
- MOU for Literary Institute is a high priority as it will be required for incorporation.
- Literary Institute working bee was carried out.
- Another working bee will be held in 14th March starting at 10am.
- A grant application has been submitted to establish a resilience hub in Batlow.
- Congratulations to Tumbafest for holding their festival under difficult conditions.

No formal recommendations were made to Council.

At the meeting held on April 7 the following General Business items were discussed:

- Incorporation and the need for an MOU in relation to the Literary Institute.
- Assistance being is being provided with recommendations and documentation on how Batlow Ciderfest fits in with the incorporation of its overarching body – Batlow Development League.
- Toilets near RV parking area in Memorial Park are locked as the caravan park is now open Those near the hockey field are open but currently there is no lighting at night. The toilets near the Tennis Courts are closed due to a burst pipe and scheduled for demolition due to their age and not meeting standards.

**Recommendation:**

**The Batlow Development League requests that Council hold off demolishing the toilets near the tennis courts until further community consultation occurs and that the avenue of community support in refurbishing the toilet block be investigated.**

Note that Council Officers have met with members of the Batlow Community to discuss alternatives to the closure of the toilet facilities adjacent to the Batlow tennis courts.

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

Theme 4: Communication & Engagement

**Delivery Outcomes**

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

**Operational Actions**

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

**SUSTAINABILITY ASSESSMENT:**

Nil

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

Nil

**Policy, Legal and Statutory Implications:**

Local Government Act 1993

**RISK MANAGEMENT – BUSINESS RISK/WHIS/PUBLIC:**

Nil

**OPTIONS:**

Nil

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Nil

**ATTACHMENTS**

- 1 20210303 - ID 3102388 - Minutes - Batlow Development League (under separate cover)
- 2 20210407 - ID 3102382 - Minutes - Batlow Development League (under separate cover)

**12. MINUTES OF COMMITTEE MEETINGS****12.3 MINUTES - TUMUT DISTRICT COMMUNITY TRANSPORT ADVISORY COMMITTEE - 13 APRIL 2021**

**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 Committee, 13 April 2021.**
2. **Note the Minutes of the Tumut District Community Transport Advisory Committee meeting held on 13 April 2021.**

**BACKGROUND:**

Tumut District Community Transport (TDCT) is a section 355 Committee of Council. TDCT purpose is to provide feedback and advice in respect to operations of Tumut District Community Transport.

**REPORT:** The Minutes of the meeting of 9 February 2021 were accepted as read.

**Business Arising from Minutes**

Fundraising money was discussed. \$83,960.27 had been raised by the Fundraising Committee since 1998. This money was expended in the operations of the service.

**Business**

The future of the Committee was discussed, and it was raised and decided unanimously to dissolve the committee as of close of business 13 April 2021.

**Financial Report**

The financial report was not available on the day of the meeting and was made available to circulate to the Committee 14 April 2021.

**Coordinators Report**

An application grant funding to provide a mobile activities service for Isolated Seniors.

The two buses had also been examined by RMS inspectors and had been passed without any rectifications.

The lead up to Easter had been very busy.

The Coordinator thanked the Committee for their support.

**General Business**

The Manager Community Services suggested the committee members, drivers and clients be invited to meet for coffee and cake with the Coordinator TDCT to provide feedback informally.

Meeting closed: 10:55am



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

Theme 4: Communication &amp; 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:**

Nil

**Financial and Resources Implications**

Nil

**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/WHIS/PUBLIC:**

N/A

**OPTIONS:**

N/A

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Nil

**ATTACHMENTS**

- 1 20210413 - Financial Report - TDCT Advisory Committee (under separate cover)
- 2 20210413 - Minutes - TDCT Advisory Committee (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 RFT 2021/04 CONSTRUCTION OF FORSTERS ROAD LANDSLIDE STABILISATION AT BATLOW 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.*

#### **13.2 SALE OF LAND FOR UNPAID RATES AND CHARGES**

*Item 13.2 is confidential under the Local Government Act 1993 Section 10A 2 (a), (b) and (e) as it relates to personnel matters concerning particular individuals (other than councillors), discussion in relation to the personal hardship of a resident or ratepayer 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.*