



**SNOWY VALLEYS COUNCIL MEETING
BUSINESS PAPER
17 JUNE 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

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

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

15.21 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.

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

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

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

Livestreaming of Meetings (extract from the Code of Meeting Practice – Section 5)

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

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

Photography

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

Public Forum (extract from the Code of Meeting Practice – Section 4)

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

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

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

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



Thursday 17 June 2021

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, 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

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7. NOTICE OF MOTION/NOTICE OF RESCISSION

8. MAYORAL MINUTE

NIL

9. URGENT BUSINESS WITHOUT NOTICE

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14. MEETING CLOSURE

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting - 20 May 2021

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 20 May 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 20 MAY 2021 COMMENCING AT 2.01PM**

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

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

1. ACKNOWLEDGEMENT OF COUNTRY

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

2. APOLOGIES

A Leave of Absence has been received from Cr Margaret Isselmann.

M82/21 RESOLVED:

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

Cr Bruce Wright /Cr Cate Cross

3. DECLARATIONS OF INTEREST

Nil.

4. PUBLIC FORUM

Nil.

5. CONFIRMATION OF MINUTES

M83/21 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 15 April 2021 be received.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

5.1 BUSINESS ARISING

Update on sculptures donated to Council was provided with the installation of the first sculptures in Tumbarumba to occur in July.

6. GOVERNANCE AND FINANCIAL REPORTS

10.1 COUNCILLORS TRAINING OPPORTUNITY - 'UNDERSTANDING LG FINANCES FOR COUNCILLORS'

M84/21 RESOLVED:
THAT COUNCIL:

1. Receive the report on Councillors Training Opportunity – 'Understanding LG Finances for Councillors'.
2. Ratify the approval for the online attendance of Cr 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.

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

10.2 FEES FOR COUNCILLORS AND MAYOR 2021/22 FINANCIAL YEAR

M85/21 RESOLVED:
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.

Cr Julia Ham/Cr Bruce Wright

Division**For**

Cr Benjamin
Cr Cross
Cr Ham
Cr Hayes
Cr Smit

Against

Cr Larter
Cr Pritchard
Cr Wright

5/3

CARRIED**10.3 NEW COUNCIL IMPLEMENTATION FUND (NCIF) AND STRONGER COMMUNITIES FUND (SCF) QUARTERLY COUNCIL REPORT - APRIL 2021****M86/21 RESOLVED:
THAT COUNCIL:**

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

Cr Cate Cross/Cr Julia Ham

CARRIED UNANIMOUSLY**10.4 OPERATIONAL PLAN - THIRD QUARTER UPDATE - 31 MARCH 2021****M87/21 RESOLVED:
THAT COUNCIL:**

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

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY**10.5 DISSOLUTION OF TUMUT DISTRICT COMMUNITY TRANSPORT ADVISORY COMMITTEE****M88/21 RESOLVED:
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.

Cr Cate Cross/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10.6 PECUNIARY INTEREST RETURN FOR DESIGNATED ARIC MEMBER

M89/21 RESOLVED:
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.

Cr John Larter/Cr Cate Cross

CARRIED UNANIMOUSLY

10.7 ADOPTION OF GIFTS AND BENEFITS PROCEDURE

M90/21 RESOLVED:
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

Cr John Larter/Cr Julia Ham

CARRIED UNANIMOUSLY

10.8 STATEMENT OF INVESTMENTS - APRIL 2021

M91/21 RESOLVED:
THAT COUNCIL:

1. Receive the report on Statement of Investments – April 2021.
2. Write to the Minister for Police and Emergency Services inviting him to a meeting with Councillors regarding outstanding funds due for payment in regard to disaster recovery works and request a deputation with Councillors on 10 June 2021 or an alternative suitable date.

Cr Julia Ham/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

10.9 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2021

M92/21 RESOLVED:
THAT COUNCIL:

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

Cr Julia Ham/Cr Andrianna Benjamin

Division
For
Cr Benjamin
Cr Cross
Cr Hayes
Cr Larter
Cr Pritchard
Cr Smit
Cr Wright
Against
Cr Ham

7/1

CARRIED

M93/21 RESOLVED TO MOVE INTO COMMITTEE OF THE WHOLE.

CR JULIA HAM/CR CATE CROSS

CARRIED UNANIMOUSLY

M94/21 RESOLVED TO MOVE OUT OF COMMITTEE OF THE WHOLE.

CR ANDRIANNA BENJAMIN/CR CATE CROSS

CARRIED UNANIMOUSLY

7. MANAGEMENT REPORTS

11.1 WASTE WEEKEND REVIEW - UPDATE

**M95/21 RESOLVED:
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 1m³ (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 per quarter for domestic general waste in the 2021/22 financial year, noting that vouchers are not carried over across quarters.
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.

Cr Cor Smit /Cr Cate Cross

CARRIED UNANIMOUSLY

11.2 REVISED PROVISION OF COMMUNITY SERVICES POLICY - FOR PUBLIC EXHIBITION

**M96/21 RESOLVED:
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.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

11.3 DRAFT PROVISION OF CHILDREN'S SERVICES POLICY - FOR PUBLIC EXHIBITION

**M97/21 RESOLVED:
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 Children's Services Policy SVC-ChildServ-PO-119-01 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.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

11.4 ABORIGINAL CULTURAL HERITAGE ASSESSMENT FOR LAND AT GILMORE PROPOSED TO BE RE-ZONED AS INDUSTRIAL**M98/21 RESOLVED:
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.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY**11.5 NSW PUBLIC SPACES LEGACY PROGRAM 2****M99/21 RESOLVED:
THAT COUNCIL:**

1. 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

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

M100/21 RESOLVED to move into Committee of the Whole.

Cr Julia Ham/Cr Cate Cross

CARRIED UNANIMOUSLY

M101/21 RESOLVED to move out of Committee of the Whole.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

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

M102/21 RESOLVED:
THAT COUNCIL:

1. Receive the Report on the Minutes - Disability Inclusion Access Reference Group meetings – 22 April 2021 - inquorate meetings - 25 March and 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.

Cr Cate Cross/Cr Julia Ham

CARRIED UNANIMOUSLY

12.2 MINUTES - BATLOW DEVELOPMENT LEAGUE - 3 MARCH AND 7 APRIL 2021

M103/21 RESOLVED:
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.

Cr Cor Smit/Cr Julia Ham

CARRIED UNANIMOUSLY

12.3 MINUTES - TUMUT DISTRICT COMMUNITY TRANSPORT ADVISORY COMMITTEE - 13 APRIL 2021

M104/21 RESOLVED:
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.

Cr Cate Cross/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

9. CONFIDENTIAL

M105/21 RESOLVED:

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

13.1 RFT 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.

Cr Julia Ham/Cr John Larter

CARRIED UNANIMOUSLY

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

13.1 RFT 2021/04 CONSTRUCTION OF FORSTERS ROAD LANDSLIDE STABILISATION AT BATLOW TENDER**M106/21 RESOLVED:
THAT COUNCIL:**

1. Receive this report on the Request for Tender - RFT 2021/04 for the Construction of Forsters Road Landslide Stabilisation at Batlow
2. Acknowledge the approval by email in accordance with Section 55 of the NSW Local Government Act 1993 to accept the tender of Piling and Concreting Australia Pty Ltd for the Construction of Forsters Road Landslide Stabilisation Project in Batlow for the lump sum amount of \$1,070,292 excluding GST
3. Acknowledge the approval by email authorising the Chief Executive Officer to enter into a contract with Piling and Concreting Australia Pty Ltd for the Construction of Forsters Road Landslide Stabilisation Project in Batlow
4. Write to the unsuccessful tenderers advising of the outcomes of the tender process.

Cr Cor Smit/Cr John Larter

CARRIED UNANIMOUSLY**13.2 SALE OF LAND FOR UNPAID RATES AND CHARGES****M107/21 RESOLVED:
THAT COUNCIL:**

1. Pursuant to Section 713 and other relevant sections of the Local Government Act 1993, implements sale proceedings to sell the properties listed in this report at a public auction at a time and place to be determined.
2. That Custom Collection Services (CCS) and MCW Lawyers be appointed to administer the sale on Council's behalf.
3. Authorises Council staff and CCS to proceed with the necessary arrangements pertaining to the sale of the properties listed in this report, as set out in the Local Government Act 1993 and Local Government (General) Regulation 2005.
4. Delegates authority to the Chief Executive Officer to take the following actions pertaining to the properties specified in the report:
 - a. To withdraw from sale any property that, prior to the commencement of the auction, has had all rates and charges payable (including overdue rates, charges, interest and expenses of Council incurred in connection with debt collection and the sale) paid in full.

- b. To withdraw any property from sale for technical or legal reasons.
- c. To set reserve prices for sale of the properties at auction.
- d. To negotiate by private treaty and accept offers for sale of any property that fails to sell at auction.
- e. To execute sale and purchase contracts, and property transfer documents, under Council's Common Seal.

Cr John Larter/Cr Cor Smit

CARRIED UNANIMOUSLY

M108/21 RESOLVED that Council move out of Confidential.

Cr John Larter/Cr Andrianna Benjamin

CARRIED UNANIMOUSLY

The meeting moved out of confidential at 3.19pm.

There being no further business to discuss, the meeting closed at 3.24pm.

10. GOVERNANCE AND FINANCIAL REPORTS**10.1 2021/2022 INTEGRATED PLANNING AND REPORTING SUITE- FOR ADOPTION****REPORT AUTHOR:** ACTING CORPORATE PLANNER**RESPONSIBLE DIRECTOR:** EXECUTIVE CHIEF OF STAFF**EXECUTIVE SUMMARY:**

Council resolved [M58/21] at its March 2021 Ordinary Council meeting to place the Integrated Planning and Reporting documents for the 2021/2022 financial year on public exhibition.

The exhibition period has now closed, and Council must consider the submissions and make relevant amendments to the documents prior to adoption.

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

This report presents the Operational Plan (2021-2022), Operational and Capital Budgets (2021-2022), Fees and Charges (2021-2022), updated Long Term Financial Plan (2021-2031), the Updated Road to Sustainability Plan and the Revenue Policy (2021-2022) for adoption by Council.

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

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report 2021/2022 Integrated Planning and Reporting Suite – For Adoption**
- 2. Adopts the attached Integrated Planning and Reporting Plans and Strategies with suggested amendments as per the attached feedback summary:**
 - a) Operational Plan and Budget 2021/2022**
 - b) Fees & Charges 2021/2022**
 - c) Updated Long Term Financial Plan 2021-2031**
 - d) Revenue Policy 2021/2022**
 - e) Sustainability Plan 2021 (V2)**
- 3. Note the submission feedback obtained from residents.**
- 4. Respond to community members who made submissions advising of the Council Resolution.**

BACKGROUND:

The Integrated Planning and Reporting (IP&R) process requires all NSW Councils to have:

- i. A ten-year (10) Community Strategic Plan
- ii. A four (4) year Delivery Program
- iii. An annual Operational Plan
- iv. A resourcing Strategy including an Asset Management Plan, a Long-Term Financial Plan and a Workforce Management Plan.

The total 2021-2022 budgeted operating and capital expenditure (excluding depreciation) is \$73.1 million, with total revenues expected to be \$65.8 million. The difference between income and expenditure is funded from money previously allocated to reserves for specific purposes. Further information relating to the draft 2021-2022 operational and capital budgets can be found in the attached documents.

The draft plan was placed on public exhibition from 26 March 2021 to 9 May 2021 with promotion and engagement activities occurring via social media, media releases, community meetings, newspaper advertisements, individual meetings with community members and Snowy Valleys Council 'Have your Say' website portal.

REPORT:

The 2021/22 Operational Plan details what activities Council plans to achieve in the 2021/22 financial year and which operational areas are responsible for achieving them. The Operational Plan & Budget 2021/2022 once adopted, will be published on Councils website by 29 June 2021.

Following the exhibition, Council received in total 532 formal submissions. Of these submissions, 495 were templated letters. The templated submissions that were received were then collated into four distinct templates. Each template was then categorised as a single submission with no obvious variation, meaning they were considered four separate submissions, rather than 495 distinctly individual submissions.

There were nine submissions received with various topics covered. A summary of submissions and responses provided is attached to this report.

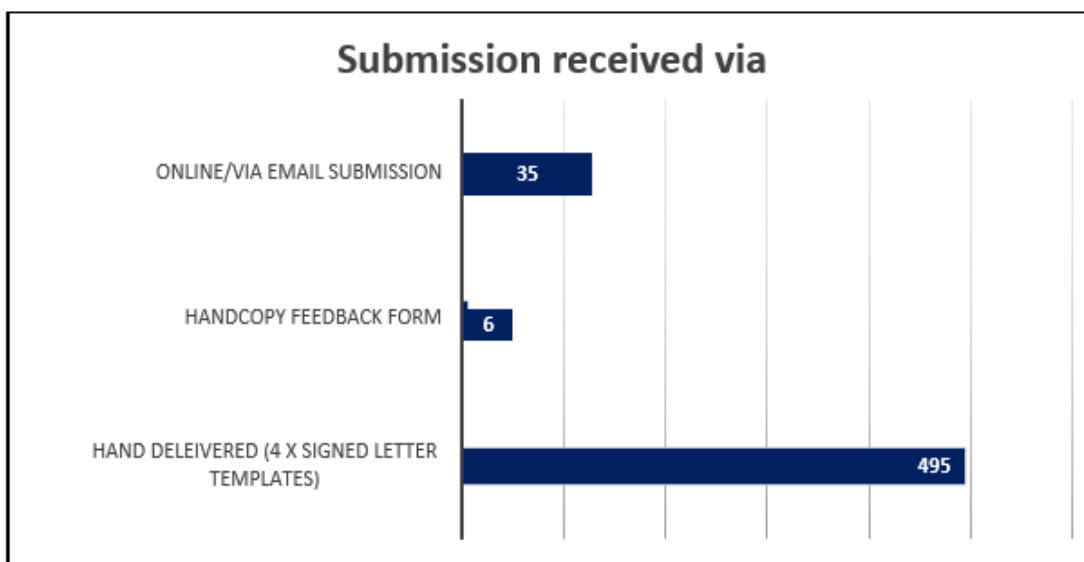
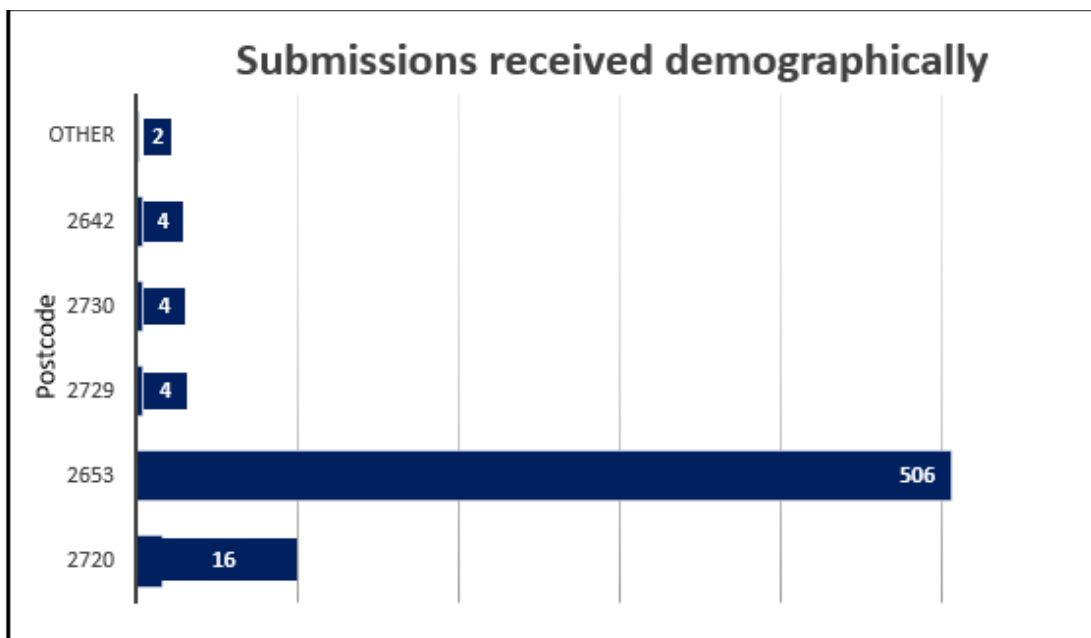
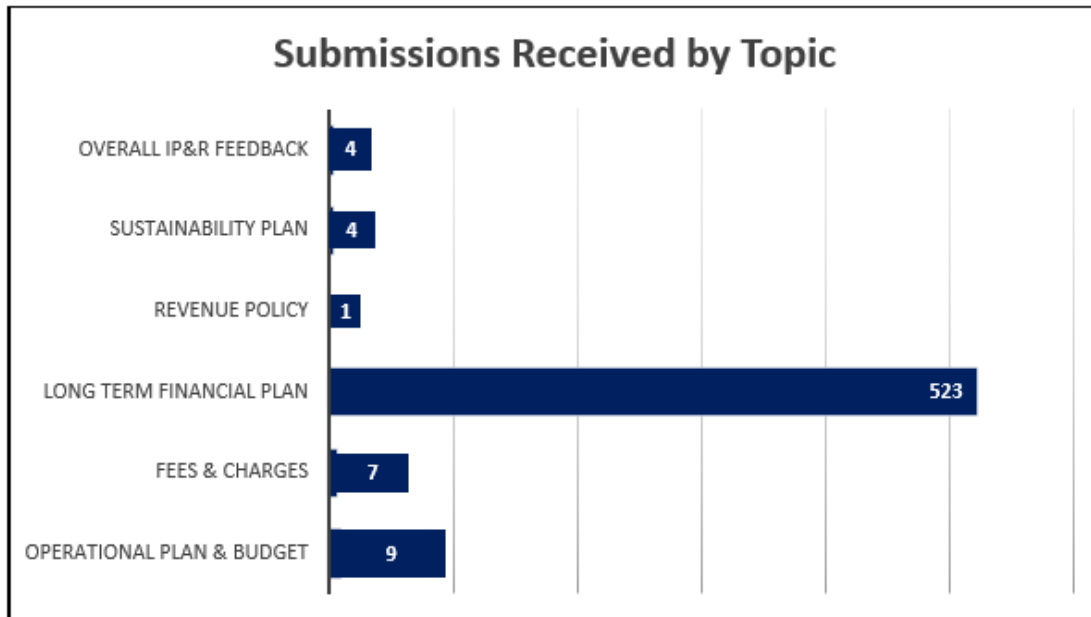
In addition to formal submissions received, sentiment voiced via social media has been noted but not been provided as part of this report.

The majority of submissions have originated from the 2653 postcode (Tumbarumba) and related to the Long-Term Financial Plan and the Special Rates Variation.

In addition to the external submissions, Council received instructions from the NSW Office of Local Government (OLG) regarding the following:

- OLG circular 21-04/ 16 April 2021/A758690 advising the maximum allowable interest rates on overdue rates and charges.

A brief overview of submissions relating to the Integrated Planning and Report (IP&R) Suite by the community is provided below.



Full details of responses are provided in Attachment 1. Copies of redacted submissions are provided in Attachment 2.

SUMMARY OF AMENDMENTS:

2021-2022 Operational Plan and Budget

Item	Amendments
1	1.6.1 – Additional performance measures added aligning with the SVC crime prevention plan. Actions are year 1 deliverables of crime prevention plan
2	1.3.2 – Additional Action added – Hume & Hovell Capital Works
3	1.5.6 – Additional Acton added – Hello Snowy Valleys Project
4	1.5.7 – Additional Action added - Khancoban Long Lunch Project
5	1.8.3 – Additional Action added – Batlow Itinerant Workers Accommodation Project
6	3.5.2 – Additional Action added – SVC Bushfire Recovery Wildlife, Habitat and Reserves project
7	4.6.5 – Additional Action Added – Regional Trails Masterplan
8	5.4.4 – Additional Action added – SVC Public Amenities Strategy
9	5.6.6 – Additional Action Added – Improvements to Talbingo Dam Boat Ramp

Fees & Charges Schedule

Topic	Amendment
Comments	Definitions added for <i>Community Groups</i> and <i>Refundable</i>
Interest	Maximum allowable interest on overdue rates and charges updated upon OLG circular
Wording	Fee names and descriptions updated for consistency (eg. <i>Deposit</i> vs. <i>Bond</i> , <i>Free</i> vs. <i>No Charge</i>) Some descriptions updated to better explain the fee Consolidation of Septage Waste Fees
Childcare	Renamed to <i>Children Services</i>
Fee amounts	Updated where draft document was incorrect (Children Services, Hall Hire/Park Hire, Tankered Septage Waste)

Revenue Policy

Topic	Amendment
P&L table	P&L table has been updated
Interest	Maximum allowable interest on overdue rates and charges updated upon OLG circular

2021-2031 Long Term Financial Plan (LTFP)

Topic	Amendment
Capital works program	Updated long-term forecast graph

Sustainability Plan

Topic	Amendment
Review the use of consultants	An extra action "ensure use of consultants is efficient and effective" has been added to the Sustainability Plan
Dates	Council and management reviewed the sustainability plan considering available resources which resulted in a number of changes to the action delivery dates
Responsibilities	Responsibility for actions now assigned to senior management
Action items	Several action items re-worded to align with IP&R guidelines and requirements
Business plans	Strategic business plans proposed for all business units

DONATIONS 2021-2022:

Council recognises and values the strengths of the Snowy Valleys community, including the strong sense of belonging demonstrated through participation in a range of community and cultural activities.

Council provides support to assist the community in a number of ways, including assistance of a financial nature through donations, awards, scholarships, community, sport and heritage grants.

The Operational Budget 2021-2022 includes \$261K in donations. A detailed list of donations is attached to this report.

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 planning provides confidence in Council's ability to deliver on the community's priorities.	The proposed fees and charges may be seen as having potential social impacts that will need to be captured and understood through engagement.

	Positive	Negative
Environmental	Planning the provision of services that improved environmental outcomes with Council's area of influence.	Environmental impacts will need to be identified and managed closely given the scale of developments outlined in the Operational Plan.
Economic	The plans assist in improving community and investor confidence in the region through the demonstration of gradual improvement in delivery and of key economic initiatives.	There may be a perception that Council needs to be more of an enabler in Economic Development and SVC's role will need to be clearly outlined.
Governance	This report is required to demonstrate to the community and government the appropriateness and transparency of Council's decision-making processes.	The Community sentiment may include an ongoing theme around rejection of 'over -consulting' that will need to be countered through demonstration of progress and decisive action.

Financial and Resources Implications

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

Costs and Benefits:

The cost of these plans is outlined in the draft 2021-2022 Operational Plan & Budget.

The delivery of these plans will continue Council's delivery against the aims and aspirations of the Community Strategic Plan and Delivery Program.

Policy, Legal and Statutory Implications:

Under the *Local Government Act 1993*, Council is required to develop and publicly exhibit documents in the Integrated Planning and Reporting Framework for 28 days and consider submissions made. Section 402-406 of the Act outline the requirements of:

- 402 Community Strategic Plan
- 403 Resourcing Strategy
- 404 Delivery Program
- 405 Operational Plan
- 406 Integrated Planning & Reporting guidelines

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

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

OPTIONS:

1. **Adopt the proposed documents including the proposed amendments** – The community and administrative feedback has recommended a number of amendments to the original documents.
2. **Amend the proposed documents prior to adoption.**

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**External Consultation:**

Following Council's resolution on 23 March 2021, the Draft Integrated Planning & Reporting suite was publicly exhibited between 26 March to 23 April 2021 which was further extended to 9 May 2021.

Promotional activities were designed to ensure citizens and stakeholders were aware of the opportunities to review and comment on the draft suite, with the following deployed during the period of public exhibition:

1. Placement of content on yourvoice.svc.nsw.gov.au website
2. Media Releases and associated newspaper articles/advertisements
3. Social Media promotion
4. Radio discussions

In-person engagement activities conducted during the exhibition period included:

Committee Meetings:

- Talbingo Progress and Ratepayers Association at their 28 April 2021 meeting and followed up by emailing the Association link from Council's webpage.
- Adelong Progress Association - 21 April 2021
- Batlow Development League – 3 May 2021

Community Meetings hosted by external parties:

- Tumut – Boys Club, 12 April 2021 and Montreal Theatre, 5 May 2021
- Tumberumba Memorial Hall on 14 April 2021
- Khancoban Community Meeting on 23 April 2021

Internal Consultation:

Since the endorsement of the original documents by Council, extensive internal consultation has been undertaken with relevant subject expert staff. Proposed recommendation and amendments have been presented to the Executive Leadership Team and Greater Leadership Team.

ATTACHMENTS

- 1 IP&R Feedback Summary (under separate cover)
- 2 IP&R Submissions (redacted) 2021/2022 (under separate cover)
- 3 Operational Plan & Budget 2021/2022 (under separate cover)
- 4 Fees & Charges 2021/2022 (under separate cover)
- 5 Long Term Financial Plan 2021-2031 (under separate cover)
- 6 Sustainability Plan 2021 (under separate cover)
- 7 Revenue Policy 2021-2022 (under separate cover)
- 8 Budgeted Donations 2021-22 (under separate cover)

10. GOVERNANCE AND FINANCIAL REPORTS**10.2 MAKING OF THE 2021/22 RATES AND CHARGES**

REPORT AUTHOR: SENIOR RATES / WATER OFFICER
RESPONSIBLE DIRECTOR: CHIEF FINANCIAL OFFICER

EXECUTIVE SUMMARY:

The making of the rates and annual charges is a legislative requirement under sections 494 and 535 and related sections of the *Local Government Act 1993*.

From 1 July 2021 Council introduces the harmonised rates for the Snowy Valleys Council Local Government Area and the rate path freeze under the *Local Government Amendment (Rates – Merged Council Areas) Act* comes to an end.

In accordance with the *NSW Local Government Act 1993* (the Act), Council will adopt four categories of ordinary rate, being Farmland, Residential, Business and Mining. Annual charges for Waste Management, Water Access, Sewer Access, Liquid Trade Waste and Stormwater Charges will be levied on the Rates Notice.

In September 2020, IPART announced the rate peg to apply in the 2021/22 financial year will be 2.0%. The amount applies to Council general rate income in total, and not to individual ratepayers' rates. Council intends to increase rating income by 2.0% in accordance with the maximum allowable increase.

In making the rates and annual charges for 2021/22 Council is required to apply the NSW Valuer General's land values as at 1 July 2019.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Making of the 2021/22 Rates and Charges.**
2. **Approve the making of the rates and charges and make and levy the following Rates and Annual Charges for the year 1 July 2021 to 30 June 2022 pursuant to section 535 of the Act.**
3. **Approve the harmonised Snowy Valleys Council rating structure effective 1 July 2021 for all properties in the former Tumbarumba Shire Council and former Tumut Shire Council Local Government areas (LGA), with implementation at 1 July 2021.**
4. **In accordance with section 494 of the *Local Government Act 1993*, Council hereby make the ordinary rates for the year 1 July 2021 to 30 June 2022 as follows:**
 - a) **An ordinary rate on all rateable land categorised as FARMLAND in accordance with Section 515 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$200.37 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 10% of the total yield of this rate which is in conformity with section 500, and an ad valorem rate of 0.3231 cents in the dollar.**

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

- b) **An ordinary rate on all rateable land categorised as RESIDENTIAL in accordance with Section 516 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$330.67 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 50% of the total yield of**

this rate, which is in conformity with section 500, and an ad valorem rate of 0.4228 cents in the dollar.

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

- c) An ordinary rate on all rateable land categorised as BUSINESS in accordance with Section 518 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$152.81 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 10% of the total yield of this rate, and an ad valorem rate of 0.9481 cents in the dollar.**

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

- d) An ordinary rate on all rateable land categorised as MINING in accordance with Section 517 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$152.81 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 6% of the total yield of this rate, and an ad valorem rate of 0.9481 cents in the dollar.**

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

- 5. Pursuant to sections 496 and 501 of the *Local Government Act 1993*, Council hereby make the following waste charges for the year 1 July 2021 to 30 June 2022:**

- a) A domestic waste management annual charge of \$475.00 per annum be made for the provision of domestic waste removal services for each rateable parcel of land for which the service can be supplied and contains a dwelling, whether occupied or vacant.**

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

- b) A business waste management annual charge of \$535.00 per annum be made for the provision of business waste and recycling waste removal services for each rateable parcel of land for which the service can be supplied and requested.**

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

- c) A school waste management annual charge of \$475.00 per annum be made for the provision of business waste and recycling waste removal services for each parcel of land for which the service can be supplied and requested.**

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

- d) A waste access management annual charge of \$57.00 per annum be made for each rateable parcel of land within the LGA, other than Brindabella and vacant farmland.**

In accordance with Section 543 (3) of the *Local Government Act 1993* this charge be named Waste Access Charge and Waste Access Vacant Land.

- e) **A Special Recycling Only – Commercial charge of \$170.00 per annum be made for the provision of additional recycling waste removal services for which the service can be supplied and requested.**

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

- f) **A Special Recycling Only – Domestic charge of \$109.00 per annum be made for the provision of additional recycling waste removal services for which the service can be supplied and requested.**

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

- g) **A Waste only – Domestic charge of \$181.00 per annum be made for the provision of additional domestic waste removal services for which the service can be supplied and requested.**

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

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

Category 1 Charge	\$170.00
Category 2 Charge	\$360.00
Category 3 Charge	\$670.00

7. In accordance with section 496A of the *Local Government Act 1993* and the LG Circular 05/69, Council levy an annual Stormwater Management Charge of \$25.00 for each residential property excluding vacant land in the Tumbarumba area and a maximum of \$75.00 for commercial properties excluding vacant land in the Tumbarumba area.

8. Council pursuant to section 501, 552 and 535 of the *Local Government Act 1993*, hereby make the following sewer charges for the year 1 July 2021 to 30 June 2022:

Residential access charge	\$755.00
Unoccupied Sewerage Charge	\$755.00
Commercial access charge - 20mm	\$530.00
Commercial access charge - 25mm	\$830.00
Commercial access charge – 32mm	\$1,360.00
Commercial access charge - 40mm	\$2,125.00
Commercial access charge - 50mm	\$3,320.00
Commercial access charge - 65mm	\$5,600.00
Commercial access charge - 80mm	\$8,490.00
Commercial access charge - 100mm	\$13,270.00
Sewer Access Charge – 50mm + 100mm	\$16,585.00

9. Council pursuant to section 501, 552 and 535 of the *Local Government Act 1993*, hereby make the following water charges for the year 1 July 2021 to 30 June 2022:

Vacant land within access water charge area	\$220.00
Water Access Charge – 20mm	\$220.00
Water Access Charge – 25mm	\$340.00
Water Access Charge – 32mm	\$560.00

Water Access Charge – 40mm	\$875.00
Water Access Charge – 50mm	\$1,360.00
Water Access Charge – 65mm	\$2,300.00
Water Access Charge – 80mm	\$3,490.00
Water Access Charge – 100mm	\$5,450.00
Water Access Charge – 150mm and above	\$12,250.00
Raw Water Access Charge – 20mm	\$220.00
Raw Water Access Charge – 25mm	\$340.00
Raw Water Access Charge – 32mm	\$560.00
Raw Water Access Charge – 40mm	\$875.00
Raw Water Access Charge – 50mm	\$1,360.00
Raw Water Access Charge – 65mm	\$2,300.00
Raw Water Access Charge – 80mm	\$3,490.00
Raw Water Access Charge – 100mm	\$5,450.00
Raw Water Access Charge – 150mm and above	\$12,250.00

10. That the rates as made be levied for the 2021/22 year by service of a Rates and Charges Notice pursuant to section 546 of the *Local Government Act 1993*.
11. Adopts an interest rate of 6% on overdue rates and charges for period 1 July 2021 to 30 June 2022 as determined as the maximum interest rate in accordance with section 566 (3) of the *Local Government Act 1993*.

BACKGROUND:

Council is required to adopt the rates and charges as per sections 494 and 535 and related sections of the *Local Government Act 1993*. The harmonised rating structure is effective 1 July 2021 for the entire Snowy Valleys Council Local Government Area (LGA), with no gradual implementation.

REPORT:

In accordance with the *NSW Local Government Act 1993* (the Act), Council will adopt four categories of ordinary rate, being Farmland, Residential, Business and Mining.

In accordance with the NSW Government policy of a rate path freeze for any newly created Council under the *Local Government Amendment (Rates – Merged Council Areas) Act*, the two rating structures adopted by the former Tumut and Tumbarumba Shires at 12 May 2016 continued to apply for 4 years from that time with an extension of a further year applied in 2019. Council has undertaken a review of its rating structure and harmonises the rating structure effective 1 July 2021.

Council received a report at its 18 March 2021 meeting outlining the community engagement undertaken on rates harmonisation and the resulting feedback. Council endorsed and confirmed the harmonised rating structure effective 1 July 2021 for adoption at the June budget meeting as follows:

Residential – 50% base rate (base rate and ad valorem under S497(b) *NSW Local Government Act 1993*)

Business – 10% redistribution to other categories, 10% base rate (base rate and ad valorem under S497(b) *NSW Local Government Act 1993*)

Farmland – 10% base rate (base rate and ad valorem under S497(b) *NSW Local Government Act 1993*)

Mining – set at the business base rate (estimated 6% base rate and ad valorem under S497(b) *NSW Local Government Act 1993*)

The harmonised structure for Snowy Valleys Council uses a base rate to which an ad valorem is added. Under section 500 of the Act the amount specified as the base amount of a rate (or the base amount of the rate for a category or sub-category of an ordinary rate) must not be such as to produce

more than 50 percent of the total amount payable by the levying rate (or of the rate for the category or sub-category concerned) on all rateable land subject to the rate (or the rate for the category or sub-category concerned).

On 14 May 2021 the Minister for Local Government revealed recent changes to the Act in response to IPART's review of the rating system. Among other, the changes provide greater flexibility in making the rates and allow merged Councils to harmonise their rates over a longer period of time. However, such gradual implementation of the harmonised rating structure will not be taken up by Snowy Valleys Council.

In September 2020 IPART set the 2021/22 rate peg for NSW Councils at 2.0%. The rate peg for 2021/22 is based on the change in the Local Government Cost Index (LGCI), consideration of a productivity factor, and an adjustment for the costs of the 2021 local government elections. The rate peg increase of 2.0% will be applied.

The rates as made will be levied for the 2021/22 year by service of a Rates and Charges Notice pursuant to section 546 of the Local Government Act 1993.

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

Levying Ordinary Rates provides approximately \$9.2 M towards the provision of services to the Snowy Valleys community.

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

The making of the rates and charges complies with legislative requirements. In addition to the adoption of the annual Operational Plan, Council must resolve to 'make' the rates and charges as per the Statement of Revenue Policy before those rates and charges can be levied in accordance with s535 of the *Local Government Act 1993*.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Legislative regulations are being fulfilled by setting and levying annual rates and charges.

OPTIONS:

N/A

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Council's draft Revenue Policy has been put on public display after Council's March meeting to 7 May 2021 as part of the public display of Council's IP&R documents.

ATTACHMENTS

- 1 OLG Circular 21-04 (under separate cover)
- 2 IPART Fact Sheet Rate Peg 2021/22 (under separate cover)

10. GOVERNANCE AND FINANCIAL REPORTS**10.3 FINANCIAL PERFORMANCE AS AT 30 APRIL 2021**

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

EXECUTIVE SUMMARY:

The report provides a review of Council's income and expenditure against budget for the period from 1 July 2020 to 30 April 2021. Monthly financial reporting keeps Council informed of the progress that has been made in relation to the budget and allows for timely corrective action if required.

Overall, Council's income is considered in line with budget with a 6% variance year-to-date to budget. Income is expected to exceed budget when acquittals are raised for disaster recovery and capital works. Expenditure is 3% over budget year-to-date.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Financial Performance as at 30 April 2021.**

REPORT:

Council's income at end of April 2021 was within a 6% variance year-to-date (YTD) budget, while expenditure showed a 3% variance above YTD budget. The expenditure variance is largely due to Employee Costs for natural disaster recovery and clean up. This expenditure will be recovered from external sources on an ongoing basis and progress claims have been submitted, approximately \$3 million of these claims were invoiced at the time of writing this report.

A summarised financial report for Council is provided below for April 2021, comparing the operating YTD actuals against the YTD budget. This report provides the interim results for the financial year and represents the appropriate adjustments at the time of the report, noting that more adjustments may be made. The purpose of this report is to provide an indication of Council's financial performance at a particular point in time.



Monthly Operating Result for April 2021

Overall Council Summary

Account Description	Actual YTD	Budget YTD	% Variance YTD	\$ Variance YTD	Original Budget 21PJUD
Income					
Rates, Levies & Annual Charges	17,500,474	17,442,775	0.33%	57,699	17,360,883
User Charges & Fees	13,265,187	11,641,966	13.94%	1,623,222	9,958,359
Interest & Investment Revenue	402,580	383,991	4.84%	18,589	470,496
Other Income	7,702,293	7,487,544	2.87%	214,748	962,671
Operating Grants & Contributions	10,309,264	9,774,932	5.47%	534,332	10,705,299
Capital Grants & Contributions	6,318,495	5,850,350	8.00%	468,145	7,309,116
Income on Sale of Assets	73,654	5,250	1302.93%	68,404	0
Total Income	55,571,947	52,586,808	6%	2,985,139	46,766,824
Expenses					
Employee Costs	21,889,276	19,458,086	-12.49%	(2,431,189)	16,496,813
Materials & Contracts	20,863,403	21,214,269	1.65%	350,867	9,258,398
Depreciation & Impairment	8,888,157	8,830,249	-0.66%	(57,908)	11,092,399
Other Expenses	4,114,634	4,277,773	3.81%	163,139	5,382,256
Interest & Investment Losses	297,577	377,536	21.18%	79,958	477,008
Cost of Assets Sold/Disposed	0	0	no budget	0	
Total Expenses	56,053,046	54,157,914	-3%	(\$1,895,132)	42,706,874
Operating Result	(481,099)	(1,571,106)	-69%	1,090,007	4,059,950

Income:

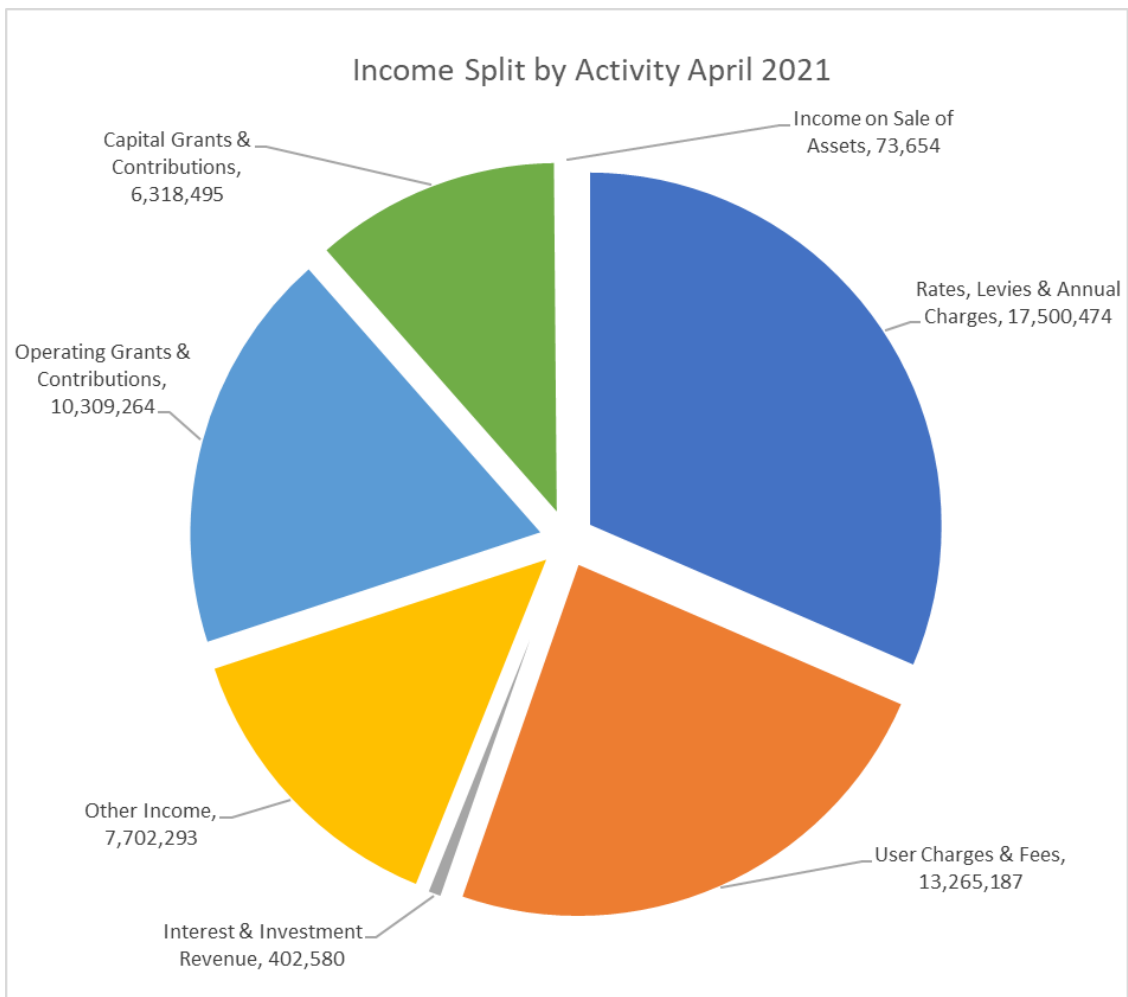
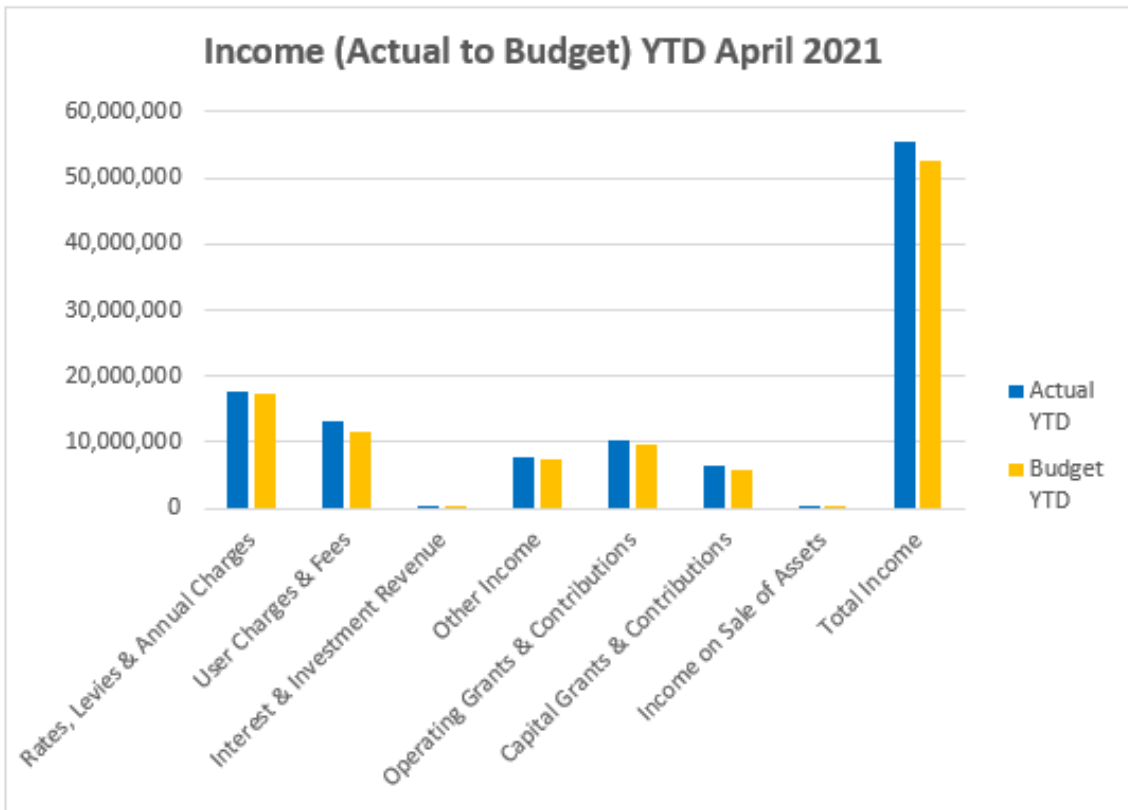
User fees and charges income is above YTD budget by \$1,623K (13.94%). Most of the Income above budget is RMCC Ordered Works \$1,983K. Note that the budget was prepared by apportioning the income evenly over twelve months, which does not take into effect influences such as seasonal fluctuation and is anticipated to even out over time.

Investment revenue is above YTD budget by \$18K (4.84%) due to timing of interest receipts from matured investments.

Other Income is above YTD budget by \$214K (2.87%).

Operating Grants is above YTD budget by \$534K (5.47%).

Capital Grants income is above YTD budget by \$468K (8%).



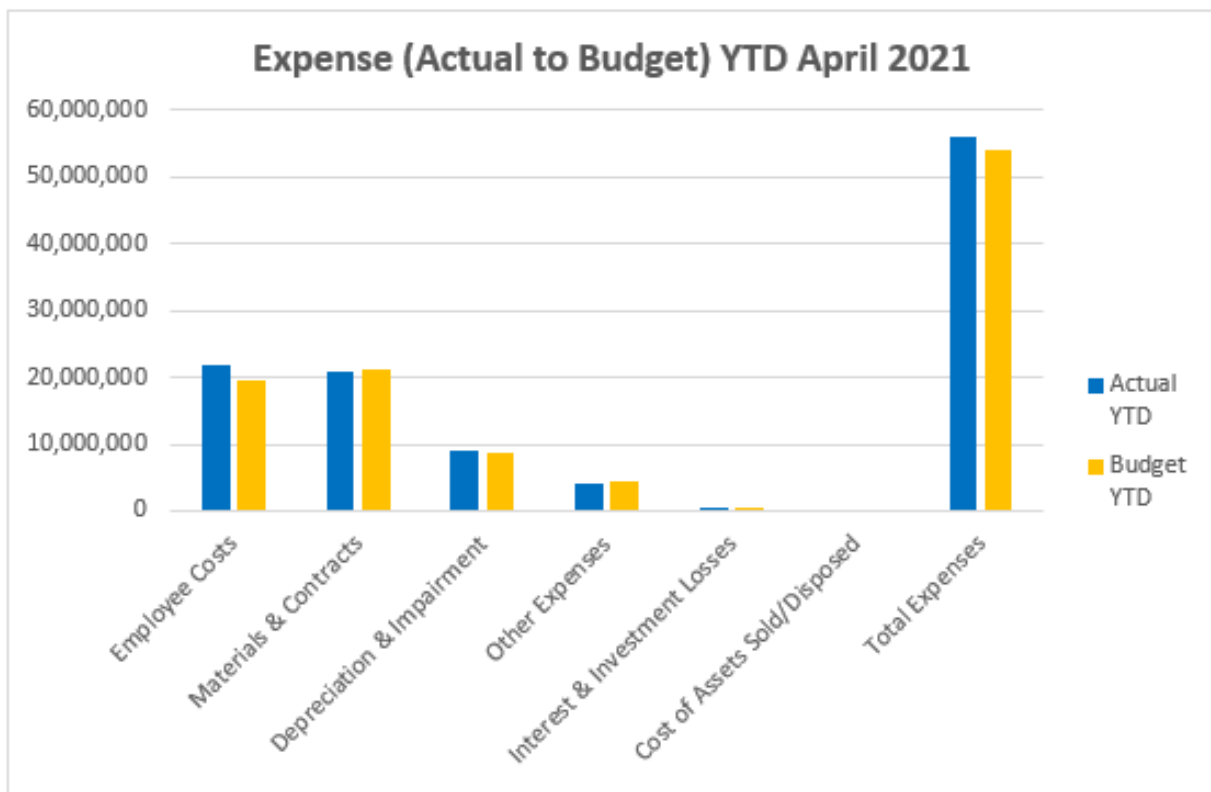
Expenditure:

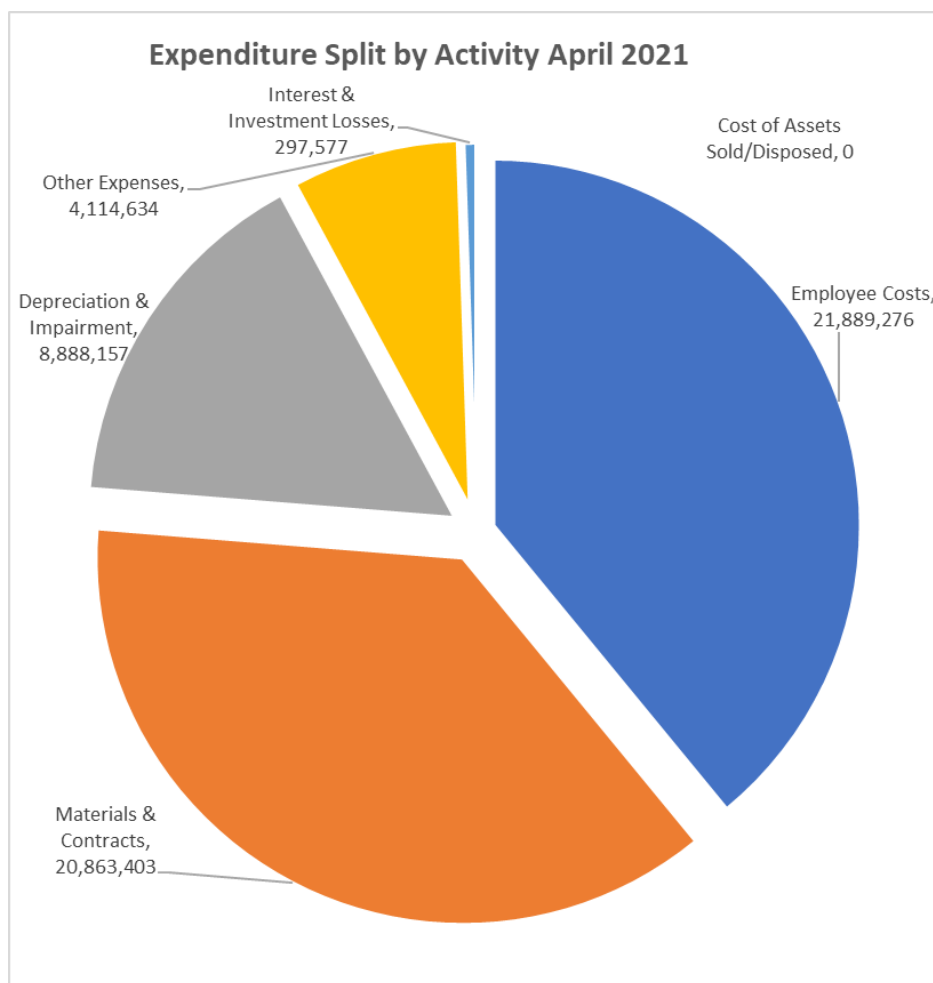
Employee costs are over YTD budget by \$2.43M (12.49%). This is due to timing of leave accruals at end of the calendar year and no capitalisation of wages having been undertaken to date, and unbudgeted overtime on commercial works in addition to planned works. A considerable amount of employee costs is recoverable under disaster management funding and/or commercial works income.

Materials and Contracts expenditure is below YTD budget by \$350K (1.65%).

Other Expenses is below YTD budget by \$163K (3.81%)

Interest & Investment Expense is below YTD budget by \$79K (21.18%). This is due to the timing of interest payments.





Procurement

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

July

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

August

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

September

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

October

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

November

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

December

No Tenders advertised in December.

January

No tenders advertised in January.

February

No tenders advertised in February.

March

- 2021/01 – Alpine Way Slopes 11984 & 11985 Rehabilitation Works, Khancoban.

April

- 2021/04 – Forsters Road Landslide Stabilisation, Batlow.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

N/A

Financial and Resources Implications

N/A

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

N/A

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Monthly reporting informs Council and the community of the financial performance in comparison to budget at a point in time.

OPTIONS:

N/A

COUNCIL SEAL REQUIRED:

N/A

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS

10.4 STATEMENT OF INVESTMENTS - MAY 2021

REPORT AUTHOR: FINANCE OFFICER
RESPONSIBLE DIRECTOR: CHIEF FINANCIAL OFFICER

EXECUTIVE SUMMARY:

This report provides an overview of Council's cash and investment portfolio performance as at 31 May 2021.

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

Nil

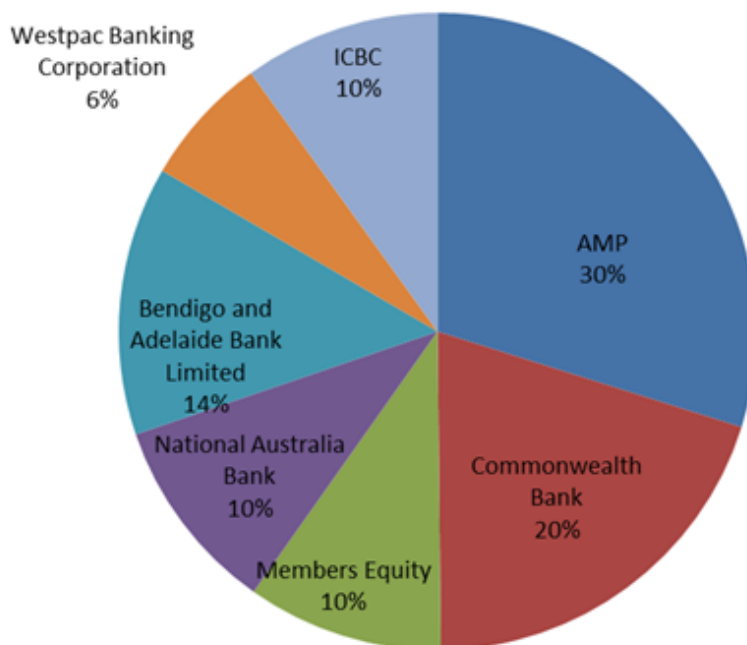
REPORT:

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 & Investments Table</u>		31/05/2021					
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%		
National Australia Bank	\$ 7,273	\$ 42,658	-\$ 35,385	W/Acct	0.10%		
Commonwealth Bank	\$ 3,187,757	\$ 780,074	\$ 2,407,683	W/Acct	0.10%		
Commonwealth Bank	\$ 2,838,231	\$ 5,937,235	-\$ 3,099,004	At Call (BOS)	0.20%		
Commonwealth Bank	\$ 80	\$ 33,349	-\$ 33,269	Gen-Roth	0.10%		
Total Cash & At Call Investments	\$ 6,033,341	\$ 6,793,316	-\$ 759,975		0.15%		
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	
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	27/04/2021	0.35%	27/04/2022	
Total Term Deposits	\$ 24,115,623	\$ 24,115,623	\$ -		0.72%		
Total Cash & Investments	\$ 30,148,964	\$ 30,908,938	-\$ 759,975		0.61%		

% of Portfolio

Snowy Valleys Council May 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 \$760K during May 2021.

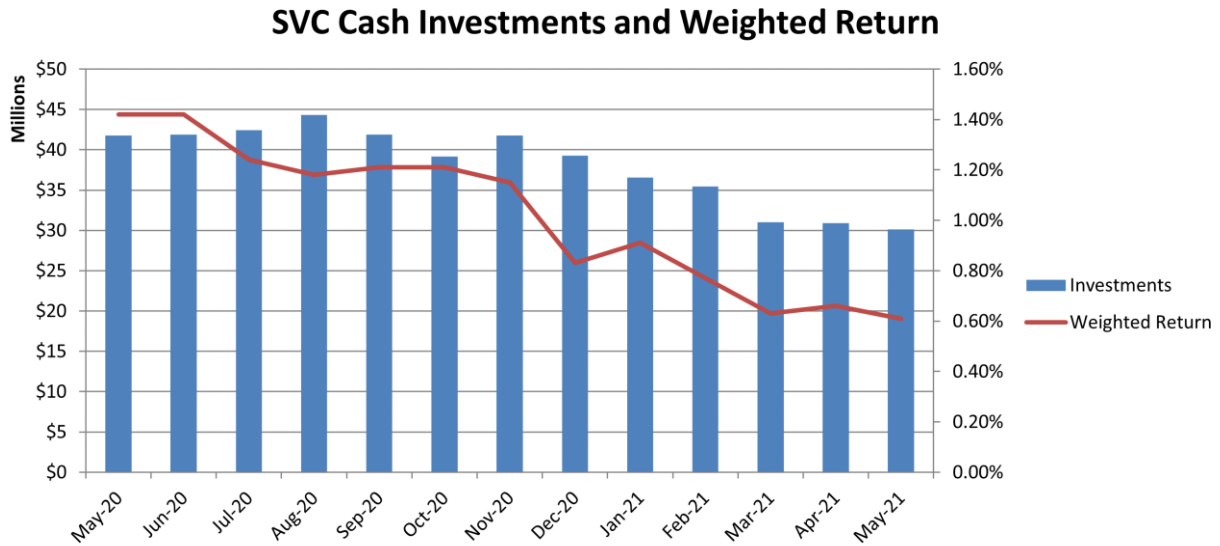
Major **cash receipts** received during May included:

- | | |
|--|--------|
| • RMCC Ordered Works | \$791K |
| • Financial Assistance Grants Q4 | \$706K |
| • Roads to Recovery Grant (RTR) Q4 | \$701K |
| • Bushfire Local Economic Recovery Fund (BLERF) & Bushfire
Community Recovery & Resilience Fund (BCRRF) | \$614K |

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

- | | |
|---|---------|
| • Fleet Purchases – Tip Trucks & Trailers | \$1.07M |
| • Clarkes Hill – Immediate works restoration | \$352K |
| • Storm and Flood Damage restoration | \$332K |
| • Bushfire Recovery – shredded material removal | \$302K |
| • Rail Trail Development | \$244K |

Cash investment rates continue to fall due to the uncertain economic environment and long-term outlook. Council’s investment policy has been reviewed and changes have been made to allow increased flexibility in the investment portfolio allocation to respond to the difficulties faced in the current investment market. As current investments fall due and when cash becomes available, the change to the policy allows for achieving possibly more competitive interest rates through wider diversification and a longer investment horizon. The below graph depicts the movement in monthly interest rates achieved over the last year.



ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.5 COMMUNITY RADIO STATION 2TVR - SOUNDS OF THE MOUNTAINS FM96.3 LEASE RENEWAL**

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

EXECUTIVE SUMMARY:

The current lease with the Montreal Theatre Incorporated for the Community Radio 2TVR (Sounds of the Mountains FM96.3) for 81 Capper Street, Tumut is to cease on the 30 June 2021. This report seeks endorsement to execute a new 3 year lease with multiple extension options with the current lessee. The proposed lease will include a 'reciprocal' arrangement allowing Council to show rent of \$10,000 pa in exchange for an annual Community Announcement Package to the equivalent value of \$10,000 pa.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on renewing of the lease for the Community Radio Station 2TVR – Sounds of the Mountains FM96.3.**
- 2. Renew the lease with the Montreal Theatre Incorporated for the Community Radio Station 2TVR (FM96.3), which is part of the premises located at 81 Capper Street Tumut, being part Lot 21 DP848711 at an agreed cost of \$10,000 per annum for a period of three (3) years for the period 30/6/2021 to 30/6/2024 with the option to extend for further 3 x 3 x 3 years.**
- 3. Include the clause in the lease “The existing ‘reciprocal’ arrangement allows Council to show rent of \$10,000 pa in exchange for an annual Community Announcement Package to the value of \$10,000 pa. The Community Announcement Package allows council continued access to 2TVR for all reasonable community announcements and publicity for Council events and community activities”.**
- 4. The Chief Executive Officer and Mayor be delegated to sign and affix Council’s seal on all the lease documents**

BACKGROUND:

The original lease ran from 01/07/2009 to 30/12/2012 with an extension of the lease from 01/07/2012 to 30/06/2015 and 01/07/2015 to 30/06/2018 and 30/6/2018 to 30/6/2021. The Variation is due to terminate on the 30/06/2021.

Given the overwhelming success of the Community Radio Station 2TVR – Sounds of the Mountains FM96.3, it would be in Council’s interest to renew the lease for a further 3 years. The existing ‘reciprocal’ arrangements allow Council to show rent of \$10,000 pa in exchange for an annual Community Announcement package to the value of \$10,000 pa. The Community Announcement package allows Council continued access to 2TVR for all community announcements and publicity for Council events and community activities.

REPORT:

The lease is for a total term of 3 years expiring 30 June 2024 with the option to extend for a further 3 x 3 x 3 years. At this point in time Council must agree to a lease extension as the right of extension

rests with the lessee. Council may consider seeking cash payment of the lease from the lessee, moving away from and in-kind arrangement.

The current arrangement is considered positive for Council as an organisation and the community given the breadth of information being distributed from Council projected over the coming years.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

4.2 Deliver a communication strategy which ensures the community receives information in a timely and convenient manner

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Included as an 'in-kind' arrangement.

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

The lease documentation has been drafted in accordance with the Real Property Act 1900 by Councillors Solicitors.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Council has the following options available:

1. Endorse the recommendations as provided.
2. Negotiate changes not including reciprocal arrangements.
3. Cease the lease and arrangements with the Incorporation.

COUNCIL SEAL REQUIRED:

Yes

COMMUNITY ENGAGEMENT AND COMMUNICATION:

This agreement has been prepared in conjunction with the Montreal Theatre Incorporated.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS

10.6 UPDATE ON FUTURE DIRECTION OF COUNCIL COMMITTEES

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

EXECUTIVE SUMMARY:

The purpose of this report is to present to Council an update on the future direction of Council Committees as of 10 June 2021.

RECOMMENDATION:

THAT COUNCIL:

1. Receive the report on Update on Future Direction of Council Committees.
2. Note the status update for each of the Council Committees.

BACKGROUND:

In November 2020, the Council resolved the future direction for Council Committees as per resolution M270/20.

This resolution followed a two year process where Snowy Valleys Council undertook extensive consultation with the Office of Local Government, internal and external auditors, Councillors, Council's insurer, Committees and other NSW Councils to develop a OneSVC Volunteer Framework and a OneSVC Council Committee Framework.

The Future Direction of Council Committees report recommended that all community committees that are not responsible for the management of a Council facility be dissolved from Council by June 2021.

Council offered a number of areas of support during the committee's transition to becoming independent including:

- Not for profit law training
- Event sponsorship agreements
- Memorandum of Understandings
- Assistance to cover establishment fees and insurance
- Donation of non-fixed assets, where appropriate
- Donation of financial assets, where appropriate

REPORT:

Committees	Recommendation from 19 November 2020	Status Update
Batlow Development League	To dissolve by June 2021	Item 10.7, to be dissolved 17 June 21
Camp Hudson Management	To dissolve by June 2021	Item 10.8, to be dissolved by 30 Nov 21
Christmas in Tumut	To dissolve by June 2021	Item 10.9, to be dissolved 30 June 21
Festival of the Falling Leaf	To dissolve by June 2021	Item 10.10, to be dissolved 30 June 21

Committees	Recommendation from 19 November 2020	Status Update
Khancoban United Volunteers Association	To dissolve by June 2021	Item 10.11, to be dissolved 30 June 21
Rock the Turf	To dissolve by June 2021	Item 10.12, to be dissolved 30 June 21
Rosewood Community Shed	To dissolve by June 2021	Item 10.13, to be dissolved 30 June 21
Talbingo Progress and Ratepayers Association	To dissolve by June 2021	Item 10.14, to be dissolved 30 June 21
Tumut District Community Transport	To dissolve by June 2021	M88/21, dissolved 20 May 2021
Tumbarumba Historical Society	To dissolve by June 2021	Item 10.15, to be dissolved 30 June 21
Children's Committee	To dissolve by June 2021	M274/20, dissolved 19 November 20
Friends of Stockwell Gardens	To dissolve by June 2021 and establish as a volunteer group	Item 10.16, to be dissolved 30 June 21
Tumbarumba Friends of the Library	To dissolve by June 2021 and establish as a volunteer group	Item 10.17, to be dissolved 17 June 21
Disability Inclusion Access Reference Group	To remain an Advisory Committee with the dissolution of the sub-committee Community Welfare Committee	Sub committee resolved to dissolved at a sub committee meeting 11 Feb 21
Glenroy Heritage Reserve	To remain a Community Committee with the dissolution of the sub-committee Pioneer Women's Hut	Sub committee have requested to become an independent incorporated association
Tumbarumba RSL Memorial Hall	To convert to an Advisory Committee	Nil Changes
Adelong Showground	To remain a Community committee	Nil Changes
Tooma Recreation Reserve	To remain a Community committee	Nil Changes
Aboriginal Liaison	To remain an Advisory Committee	Nil Changes
Audit Risk and Improvement	To remain an Advisory Committee	Nil Changes
Australia Day	To remain an Advisory Committee	Nil Changes
Chief Executive Review	To remain an Advisory Committee	Nil Changes
Tumut Aerodrome	To remain an Advisory Committee	Nil Changes
Youth Council – Tumut and Tumbarumba	To remain an Advisory Committee	Nil Changes
Tumut Saleyards	To be dissolved as per previous resolution M84/20 16/04/2020	Nil Changes
Regional Health Services	To be dissolved as per resolution M266/20 27/09/2018	Item 10.18, to be dissolved 17 June 21
Climate Change Adaptation	To be established as per resolution M223/20 17/09/2020	Nil Changes

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	There are many benefits of community groups that operate efficiently for the benefit of the community. These include social sustainability through the creation of healthy and liveable communities that are equitable, diverse, connected, transparent and democratic.	The same social sustainability applies to community groups that are independent from Council but with the added bonus of standing alone and the flexibility that independence brings to a community group.
Environmental	Nil	Nil
Economic	<p>Economic sustainability for Council regarding the dissolution of the Committee includes:</p> <ul style="list-style-type: none"> i) Reduces staff resources for processing the committees end of year financials and GST reporting requirements ii) Reduction on staff delegate responsibilities in attending formal committee meetings and writing reports to Council iii) Reduction in risk due to increased ability to better manage those volunteers performing council supported tasks 	<p>The benefits of economic sustainability for independent community groups include:</p> <ul style="list-style-type: none"> i) the ability to raise and spend funds without reporting to Council ii) greater ability to apply for grants iii) the ability to accept gifts or bequests iv) the ability to invest and borrow money v) not having to apply GST under certain thresholds
Governance	<p>The Office of Local Government has requested all Councils undertake a committee review of the operations established under section 355 of the Local Government Act.</p> <p>Many of the community groups were not functioning within Council's standard governance controls. By supporting and actively assisting these community groups to standalone will ensure Council is meeting its compliance and governance obligations for the greater benefit of the LGA.</p>	A number of committees are not meeting legislative requirements which is a significant risk to council.

Financial and Resources Implications

The committee review that was in alignment with the development and implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the Council reduces the number of committees to be managed where it is appropriate to do so.

Costs and Benefits:

A budget of \$20,000 was set for Committees for the 2020-2021 financial year.

Policy, Legal and Statutory Implications:

Local Government Act NSW 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The 20 health checks that were undertaken identified a number of risks to both the Council as well as the individual committee members. These risks were articulated in the Future Direction for Council Committees report.

The main category of risk that presents the highest risk rating for Council in accordance with the Enterprise Risk Management Framework is Corporate Governance and Compliance. Many community committees are currently not meeting the minimum requirements for governance and compliance.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Public Exhibition of the Council Committees Framework**

The Council Committees framework documents including the Council Committees Policy and Operations Manual were placed on public exhibition from 24 July 2020 to 18 September 2020. Feedback was considered and improved documents were placed on a second round of public exhibition from 27 November 2020 to 22 January 2021. The Council Committees Policy and Operations Manual were adopted at the February 2021 meeting as per resolution M05/21.

Health Checks

During the initial round of public exhibition, the Governance and Risk team together with staff delegates undertook 20 committee health checks. These health checks gave the committees an opportunity to ask questions directly and have queries answered.

Future Directions of Council Committees Report M270/20

The Future Directions of Council Committees report was presented to Councillors at the November Council meeting

Letter following Future Directions Report

A formal letter was sent to the impacted committees as well as the committees Councillor delegates and staff delegates following the November 2020 Council meeting.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.7 DISSOLUTION OF THE BATLOW DEVELOPMENT LEAGUE COMMITTEE**

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

EXECUTIVE SUMMARY:

This report recommends the dissolution of Batlow Development League Committee. It also recommends the transfer and donation of any assets and funds held by the Batlow Development League to The Batlow Community and Cultural Association Inc.

The recommendations are consistent with Council Resolution M270/20 from the Ordinary Meeting of Council held 19 November 2020, which endorsed (among other things) a recommendation to dissolve the Batlow Development League by June 2021.

This report also recommends that an agreement established between Council and the Batlow Community and Cultural Association for the operation and management of the Batlow Literary Institute.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Dissolution of the Batlow Development League Committee.**
2. **Dissolve the Batlow Development League Committee and remove it from the master “List of Committees”.**
3. **Approve the donation and transfer of all assets owned by the Snowy Valleys Council for the purpose of delivering the Batlow Ciderfest and Apple Blossom Festival to the Batlow Community and Cultural Association Inc.**
4. **Approve the donation of funds held in the bank accounts under the name of Batlow Development League to the Batlow Community and Cultural Association Inc. as follows:**
 - **Development League Main Account - \$3,268.35 as at 31 May 2021**
 - **Batlow Ciderfest Account - \$92,477.65 as at 31 May 2021**
 - **Batlow Apple Blossom Festival \$20,243.60 as at 31 May 2021**
5. **Acknowledge the efforts of the many Batlow Development League Committee members and volunteers over the years, thanking them for their service and contribution to the Batlow community and Snowy Valleys Council.**
6. **Authorise the Chief Executive to finalise the transfer of assets and donation of funds from the Snowy Valleys Council that were under the control of the Batlow Development League to the Batlow Community and Cultural Association Inc.**
7. **Authorise the Chief Executive Officer to establish an agreement between Council and the Batlow Community and Cultural Association Inc. for the operation and management of the Batlow Literary Institute.**

BACKGROUND:

The Batlow Development League 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 Batlow Development League.

The Batlow Development League is a Section 355 Committee of Council.

At its meeting Held on 4 November 2020 the Batlow Development League resolved to “advise Council that they are exploring the option to become an incorporated entity to cover BDL and its sub-committees”.

REPORT:

A special “Notice of Incorporation” meeting was held on 20 May 2021 at the Batlow RSL. This meeting resolved to establish an incorporated association under the name of the Batlow Community and Cultural Association.

The necessary documentation was submitted to the Office of Fair Trading on Monday 24 May 2021. Advice was received from the Office of Fair Trading on 3 June 2021 that the Batlow Community and Cultural Association Inc had been registered as an Incorporated Association.

The Objectives of the association are as follows:

- 1) To provide civic leadership to the Batlow community
- 2) To stimulate the ongoing economic community, social and cultural prosperity of the community of Batlow and its environs.
- 3) Advise Council on policy matters affecting Batlow, its residents and its environments, including town planning and development proposals.
- 4) To form Sub Committees as required, to carry out functions and improvements within Batlow and environs, for example:
 - Batlow Apple Blossom Festival Sub Committee
 - Batlow CiderFest Sub Committee
 - The Batlow Literary Institute Management Sub Committee
 - Other Sub Committees as required from time to time.
- 5) To fundraise for community development, community members in need, and community events by both Batlow Community and Cultural Association and its sub-committees.
- 6) Carry out public events such as civic celebrations, barbeques, flower shows and other major community events including the Batlow Apple Blossom Festival and the Batlow CiderFest.
- 7) Work with Council in carrying out civic improvement projects, such as walking trails, park development, recreation facilities, civic services, town beautification and tourism strategies for Batlow.

Assets and Equipment

The Batlow Development has funded the purchase of assets and equipment that are required for the delivery of the Batlow Ciderfest and Apple Blossom Festival.

These assets and equipment are stored in various locations in Batlow. Funds generated by the activities of the Batlow Development League are held in bank accounts held by the Batlow Development League independently. As a Sect 355 Committee of Council, all assets, equipment and funds under the control of the Batlow Development League are assets of Council.

In the circumstances it is proposed to donate all assets, equipment and funds under the control of the Batlow Development League required for the delivery of the Batlow Ciderfest and Apple Blossom Festival to the Batlow Community and Cultural Association Inc.

Batlow Literary Institute

The Batlow Development League (BDL) has played a significant role in the restoration and the development of the Batlow Literary Institute. BDL applied for and received funding to refurbish the building and fit it out with equipment including a commercial kitchen, tables, chairs, audio visual and display panels.

Following the dissolution of the BDL it is proposed that an agreement be established between Council and the Batlow Community and Cultural Association Inc. (BCCA Inc) in respect of the Batlow Literary Institute under which the BCCA Inc. would be responsible for the operation and management of the Batlow Literary Institute.

Records Management

In accordance with the State Records Act 1988, records relating to the committee must be retained for a minimum of 5 years, or 7 years for financial records, after action is completed and then destroyed. All records held by the committee are to be transferred to the new incorporated entity. These records are to be kept by the newly formed the new incorporated entity for the minimum time required and destroyed accordingly. Records held by Council may be requested if required.

Additionally, all domain names and social media accounts associated with the committee will be transferred to the new incorporated association.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework: CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Ensuring Council provides adequate services and support to the community and groups	Nil
Environmental	Nil	Nil
Economic	Ensure Council staff time and resources are being used efficiently and for their intended purpose	Nil

	Positive	Negative
Governance	Council reviews committee operations	Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Funds and assets held for the purpose of delivering the Batlow Ciderfest and Apple Blossom Festival are to be donated to the Batlow Community and Cultural Association Incorporated. These will be used to assist with ongoing event delivery, viability and sustainability.

Benefits of the Batlow Ciderfest and Apple Blossom Festival event are high and include, but are not limited to: socialisation, community engagement opportunities, positive impacts on the local economy through increased visitor numbers and associated spending, increased recognition of the area as a tourism destination, fundraising opportunities for local community and sporting groups, supporting local businesses and accommodation providers and encouraging residents and community groups in volunteering.

The operation and management of the Batlow Literary Institute by a local community-based association will assist in the activation of the facility and draw on the resources of volunteers. Council is currently passive in the provision of this facility. The BDL has been active in developing the facility and currently facilitates its use by hirers. A formal agreement between Council and the BCCA Inc. will ensure existing arrangements are strengthened and will continue.

Policy, Legal and Statutory Implications:

Local Government Act NSW 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a slight reputational risk that the community may feel as though Snowy Valleys Council is abandoning the committee, however this is negated by the fact that the committee wish to be an Incorporated Association and that Snowy Valleys Council is committed to supporting events that enhance community participation, culture, support local businesses, boost the economy and promote visitation to the region.

OPTIONS:

Council may support the recommendations contained in this report. Alternatively, Council may seek further information and defer consideration of this matter to a future Council meeting.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Consultation has been held with the Batlow Development League Committee and they have fully engaged in the process for disbanding and to re-establish as an Incorporated Association.

ATTACHMENTS

- 1 20210610 - ECM ID 3109512 - Certificate of Incorporation as an Association - Batlow Community & Cultural Association Inc (under separate cover)

10. GOVERNANCE AND FINANCIAL REPORTS**10.8 DISSOLUTION OF THE CHRISTMAS IN TUMUT COMMITTEE**

REPORT AUTHOR: ACTING MANAGER GROWTH & ACTIVATION
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

The purpose of this report is to recommend that the Christmas in Tumut Committee be dissolved as of 30 June 2021.

That the new incorporated entity, for which a name is yet to be determined, be acknowledged as the new body responsible for the continuation of the purpose of the Christmas in Tumut Committee.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Dissolution of the Christmas in Tumut Committee**
2. **Dissolve the Christmas in Tumut Committee as of 30 June 2021 and remove from the master 'List of Committees'.**
3. **Approve the donation of all monies held by the Christmas in Tumut Committee to new incorporated entity, upon proof of incorporation.**
4. **Approve the transfer of all non-fixed assets held by the Christmas in Tumut Committee to new incorporated entity, upon proof of incorporation.**
5. **Write to the Christmas in Tumut Committee advising of the dissolution of the Committee as of 30 June 2021.**
6. **Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contribution to the community and Snowy Valleys Council.**
7. **Upon proof of incorporation, authorise the Chief Executive Officer to execute the transfer of assets to new incorporated entity.**

BACKGROUND:**Committee Background**

The Christmas in Tumut Committee objectives were to

- Raise the profile of Christmas;
- To decorate the streets of Tumut in celebration of Christmas;
- To work with businesses and organisations to make the community more festive.

REPORT:

In January 2018, several risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work was undertaken to develop and implement a OneSVC Volunteer framework and a OneSVC Council Committees framework. As part of the development and implementation of the Council Committees framework, a review of all Council committees was undertaken.

Health Check – End of October 2020

Initially the committee declined to undergo a health check and were at times difficult to contact. Eventually the committee decided to have a health check which was undertaken towards the end of October 2020 and consisted of a one-on-one meeting with Coordinator Governance and Risk and one committee member, plus several phone discussions. The health check gave the committee an opportunity to ask questions directly and have queries answered and different operational models were explored.

Future Directions Report M270/20 – 19 November 2020

At the Council meeting held on 19 November 2020 a report was presented regarding the future direction for all Council committees. As per resolution M270/20 Council resolved to dissolve the committee. A letter was sent to all impacted committees following the November Council meeting informing the committee of resolution M270/20.

The New Incorporated Entity (name yet to be determined)

The committee are yet to pursue the process of becoming incorporated and therefore the transfer of assets can not be finalised. It must be noted that all assets, including financial and non-fixed, remain the property of Council until proof of incorporation is received and a transfer of assets executed.

Financial Assets

It is recommended that all financial assets of the committee be donated to the new incorporated entity to continue to support the members of the new incorporated entity and their ongoing operations. As advised by the Committee \$5760.54 funds were available as of 31 May 2021.

Non-fixed Assets

It is recommended that all non-fixed assets of the committee be donated to the new incorporated entity. Given the nature of these assets, which will be used to support the work to be continued by the new incorporated entity, there is no legitimate reason for these assets to remain with Council.

Record Management

In accordance with the State Records Act 1988, records relating to the committee must be retained for a minimum of 5 years, or 7 years for financial records, after action is completed and then destroyed. All records held by the committee are to be transferred to the new incorporated entity. These records are to be kept by the newly formed the new incorporated entity for the minimum time required and destroyed accordingly. Records held by Council may be requested if required.

Additionally all domain names, email and social media accounts associated with the committee will be transferred to the new incorporated association.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	There are many benefits of community groups that operate efficiently for the benefit of the community. These include social sustainability through the creation of healthy and livable communities that are equitable, diverse, connected, transparent and democratic.	Nil
Environmental	Nil	Nil
Economic	Dissolving committees reduces staff resources required for the management of committees and end of year financial reporting requirements. The benefits of economic sustainability for independent community groups include: i) the ability to raise and spend funds without reporting to Council ii) greater ability to apply for grants iii) the ability to accept gifts or bequests iv) the ability to invest and borrow money v) not having to apply GST under certain thresholds tasks	Nil
Governance	The Office of Local Government has requested that all Councils undertake a committee review of the operations established under section 355 of the Local Government Act. Dissolution of the committee is believed to deliver better outcomes for the community group and the community allowing the new incorporated entity to operate independently from Council.	Nil

Financial and Resources Implications

The committee review that has been undertaken in alignment with the development and implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the Council reduces the number of committees to be managed in the situations where it is appropriate to do so.

Costs and Benefits:

The total donation to the new incorporated entity is the financial assets plus the non-fixed assets. It must be noted that the volunteers and committee members have contributed personally to the committee and that a number of the assets have been donated by the community. Funds transferred will be used to assist with ongoing sustainability of the new incorporated entity.

Policy, Legal and Statutory Implications:

Local Government Act 1993 NSW

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a slight reputational risk that the community may feel as though Snowy Valleys Council is abandoning the committee, however this is negated by the fact that the committee will take the steps required to become incorporated.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Health Check**

Community engagement was undertaken with this committee during the initial public exhibition of the Council Committee framework documents. The committee underwent one of 20 committee health checks.

Formal and Informal Meetings

During the past twelve months Council staff have communicated formally and informally with the committee and volunteers several times to discuss the direction of the committee and its volunteer management.

Letter following Future Directions Report M270/20

A formal letter was sent to the committee as well as the Councillor delegates and staff delegate following the November 2020 Council meeting and contained:

- Acknowledgment of the valuable contributions made by volunteers who support committees
- Background of the OneSVC Volunteer and OneSVC Committees frameworks
- Invitation to provide feedback on the improved Council Committees Policy and Operations Manual
- The determination by way of resolution that the committee would be dissolved by June 2021
- The committees nominated staff delegate and Councillor delegate and their contact details
- The requirements regarding committee meeting agendas, minutes and correspondence

In addition, the following was attached to the letter:

- Future Directions for Council Committees report from November Council Meeting
- Draft Council Committees Policy
- Draft Council Committees Operations Manual
- Draft Council Committees External Grant Funding Notification Form
- Draft Committee Check List
- Model Code of Conduct at a Glance Council Committee Members and Delegates, produce by the Office of Local Government.

Councillors

Councillors have been kept apprised of progress with the future direction of the committees through Council Meetings and Councillor Workshops since 2019.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.9 CONTINUATION OF THE CAMP HUDSON MANAGEMENT COMMITTEE**

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

EXECUTIVE SUMMARY:

Camp Hudson Section 355 Committee provides assistance to Council for the management of the Camp Hudson facility and grounds which are leased by Council. The lease with National Parks and Wildlife Services (NPWS) is due to elapse in November 2021 with the management of the land then returning to National Parks responsibility.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Continuation of the Camp Hudson Management Committee.**
2. **Endorse the continuation of Camp Hudson Management Committee until the end of the Council lease with the NPWS**
3. **Endorse the spending of required funds from the Camp Hudson Reserve for Council to meet the conditions of end of lease expiring on 30 November 2021**
4. **Endorse the remaining community funds to be transferred to the entity controlling Camp Hudson at the end of the lease expiring on 30 November 2021**

BACKGROUND:

Council has previously voted for the dissolution of the Camp Hudson Management Committee by June 2021. The Camp Hudson Management Committee have been operating and managing Camp Hudson for Council under a licence agreement.

Council has a lease for the area known as Camp Hudson that officially ends with NPWS in November 2021 as per lease L145. Council has notified NPWS in writing that Council will not be seeking renewal of the lease and actions to return the occupancy of the land to NPWS are being undertaken.

REPORT:

Camp Hudson Management Committee have operated the Camp Hudson facility which Council leases from National Parks and Wildlife Services (NPWS).

The licence arrangement with the Camp Hudson Management Committee ran out in March 2021. Council and the Camp Hudson Management Committee have continued to operate under the licence and the Section 355 model under Council.

The Camp Hudson Management Committee have initiated the process of becoming incorporated as per previous Council resolutions in preparation for the end of Council's lease with NPWS in November 2021.

Council cannot easily and transparently undertake management of a facility with an incorporated entity without formal agreements in place. The preparation of such understandings (MOU, lease or similar) would need to be advertised to EOI and would have a cost impact. This would only be for a very short period of time until Council's lease with NPWS finishes in November.

NPWS have advised that Council will not get an automatic renewal of the lease and that the requirements for management of the area and facility are being reviewed. Given this, and as Council

receives no direct benefit from the lease, it is therefore recommended that NPWS lease directly with the new incorporated entity.

The Committee has moved to incorporation with the goal of having a direct lease with NPWS.

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

Financial and Resources Implications

Council currently holds a reserve of \$99,000 (as at end of June 2020) received from usage of the Camp Hudson facilities. This reserve will be drawn upon for actions identified in the end of lease inspection with NPWS. If there are funds remaining after this, it is proposed to provide this to the entity in charge of the facility. This reserve figure will be updated as per normal procedures at the end of June 2021.

It is anticipated that the majority of the reserve will be utilised for the rehabilitation of the site after the end of lease inspection.

Costs and Benefits:

Continuation of the current Section 355 arrangements will ensure management of the facility continues and the financial guidelines of Council's current lease remain. This will ensure the presentation and serviceability of the area for the community and users.

Policy, Legal and Statutory Implications:

Council cannot pass the Community money received from management of a public asset to any group. The money received has been for use of the Camp Hudson facility under the

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Council should not engage with an incorporate entity for the short term management of a public leased facility.

OPTIONS:

Council has the following options for consideration:

1. Adopt the resolutions as per the recommendation;
2. Not adopt the resolutions and continue with the dissolution of the S355 committee at 30 June with Council taking on management and operation of the facility.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Council has already undertaken consultation on 355 Committees. No further consultation is recommended as required.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.10 DISSOLUTION OF THE FESTIVAL OF FALLING LEAF COMMITTEE**

REPORT AUTHOR: COORDINATOR GOVERNANCE & RISK
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

The purpose of this report is to recommend that the Festival of Falling Leaf Committee be dissolved as of 30 June 2021.

That the new incorporated entity, for which a name is yet to be determined, be acknowledged as the new body responsible for the continuation of the purpose of the Festival of Falling Leaf.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Dissolution of the Festival of the Falling Leaf Committee**
2. **Dissolve the Festival of the Falling Leaf Committee as of 30 June 2021 and remove from the master 'List of Committees'.**
3. **Approve the donation of all monies held by the Festival of the Falling Leaf Committee to new incorporated entity, upon proof of incorporation.**
4. **Approve the donation of all non-fixed assets held by the Festival of the Falling Leaf Committee to new incorporated entity, upon proof of incorporation.**
5. **Write to the Festival of the Falling Leaf Committee advising of the dissolution of the Committee as of 30 June 2021.**
6. **Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contribution to the community and Snowy Valleys Council.**
7. **Upon proof of incorporation, authorise the Chief Executive Officer to execute the transfer of assets to to new incorporated entity.**

BACKGROUND:**Committee Background**

The purpose of the committee was to plan, organise and deliver a quality annual festival event within an approved budget for the whole of the Tumut Region that provides a high value festival experience for both the community and visitors to the region.

REPORT:

In January 2018, several risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work was undertaken to develop and implement a OneSVC Volunteer framework and a OneSVC Council Committees framework. As part of the development and implementation of the Council Committees framework, a review of all Council committees was undertaken.

Health Check – 02 September 2020

During the initial public exhibition period for the Council Committee framework, a 'Health Check' was undertaken with the committee on 02 September 2020. These health checks gave the committees an opportunity to ask questions directly and have queries answered and different operational models were explored.

Future Directions Report M270/20 – 19 November 2020

At the Council meeting held on 19 November 2020 a report was presented regarding the future direction for all Council committees. As per resolution M270/20 Council resolved to dissolve the committee. A letter was sent to all impacted committees following the November Council meeting informing the committee of resolution M270/20.

The New Incorporated Entity (name yet to be determined)

The committee are yet to complete the process of becoming incorporated and therefore the transfer of assets cannot be finalised. It must be noted that all assets, including financial and non-fixed, remain the property of Council until proof of incorporation is received and a transfer of assets executed.

Financial Assets

It is recommended that all financial assets of the committee be donated to the new incorporated entity to continue to support the members of the new incorporated entity and their ongoing operations.

Non-fixed Assets

It is recommended that all non-fixed assets of the committee be donated to the new incorporated entity. Given the nature of these assets, which will be used to support the work to be continued by the new incorporated entity, there is no legitimate reason for these assets to remain with Council.

Record Management

In accordance with the State Records Act 1988, records relating to the committee must be retained for a minimum of 5 years, or 7 years for financial records, after action is completed and then destroyed. All records held by the committee are to be transferred to the new incorporated entity. These records are to be kept by the newly formed the new incorporated entity for the minimum time required and destroyed accordingly. Records held by Council may be requested if required.

Additionally all domain names, email and social media accounts associated with the committee will be transferred to the new incorporated association.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	There are many benefits of community groups that operate efficiently for the benefit of the community. These include social sustainability through the creation of healthy and livable	Nil

	Positive	Negative
	communities that are equitable, diverse, connected, transparent and democratic.	
Environmental	Nil	Nil
Economic	<p>Dissolving committees reduces staff resources required for the management of committees and end of year financial reporting requirements.</p> <p>The benefits of economic sustainability for independent community groups include:</p> <ul style="list-style-type: none"> i) the ability to raise and spend funds without reporting to Council ii) greater ability to apply for grants iii) the ability to accept gifts or bequests iv) the ability to invest and borrow money v) not having to apply GST under certain thresholds tasks 	Nil
Governance	<p>The Office of Local Government has requested that all Councils undertake a committee review of the operations established under section 355 of the Local Government Act.</p> <p>Dissolution of the committee is believed to deliver better outcomes for the community group and the community allowing the new incorporated entity to operate independently from Council.</p>	Nil

Financial and Resources Implications

The committee review that has been undertaken in alignment with the development and implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the Council reduces the number of committees to be managed in the situations where it is appropriate to do so.

Costs and Benefits:

The total donation to the new incorporated entity is the financial assets plus the non-fixed assets. It must be noted that the volunteers and committee members have contributed personally to the committee and that a number of the assets have been donated by the community. Funds transferred will be used to assist with ongoing sustainability of the new incorporated entity.

Policy, Legal and Statutory Implications:

Local Government Act 1993 NSW

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a slight reputational risk that the community may feel as though Snowy Valleys Council is abandoning the committee, however this is negated by the fact that the committee is taking steps to become incorporated.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Health Check**

Community engagement was undertaken with this committee during the initial public exhibition of the Council Committee framework documents. The committee underwent one of 20 committee health checks.

Formal and Informal Meetings

During the past twelve months Council staff have communicated formally and informally with the committee and volunteers several times to discuss the direction of the committee and its volunteer management.

Letter following Future Directions Report M270/20

A formal letter was sent to the committee as well as the Councillor delegates and staff delegate following the November 2020 Council meeting and contained:

- Acknowledgment of the valuable contributions made by volunteers who support committees
- Background of the OneSVC Volunteer and OneSVC Committees frameworks
- Invitation to provide feedback on the improved Council Committees Policy and Operations Manual
- The determination by way of resolution that the committee would be dissolved by June 2021
- The committees nominated staff delegate and Councillor delegate and their contact details
- The requirements regarding committee meeting agendas, minutes and correspondence

In addition, the following was attached to the letter:

- Future Directions for Council Committees report from November Council Meeting
- Draft Council Committees Policy
- Draft Council Committees Operations Manual
- Draft Council Committees External Grant Funding Notification Form
- Draft Committee Check List
- Model Code of Conduct at a Glance Council Committee Members and Delegates, produce by the Office of Local Government.

Councillors

Councillors have been kept apprised of progress with the future direction of the committees through Council Meetings and Councillor Workshops since 2019.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.11 DISSOLUTION OF THE KHANCOBAN UNITED VOLUNTEERS ASSOCIATION COMMITTEE**

REPORT AUTHOR: ECONOMIC DEVELOPMENT OFFICER
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

This purpose of this report is to recommend that the Khancoban United Volunteers Association Committee (KUVA) be dissolved as of 30 June 2021.

KUVA Incorporated to be acknowledged as the new body responsible for the management of the Khancoban Community Transaction Centre and the services and resources it provides.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Dissolution of the Khancoban United Volunteers Association Committee**
- 2. Dissolve the Khancoban United Volunteers Association Committee as of 30 June 2021 and remove from the master 'List of Committees'.**
- 3. Approve the donation of all monies held by the Khancoban United Volunteers Association Committee to KUVA Incorporated, upon proof of incorporation.**
- 4. Approve the transfer of all non-fixed assets held by the Khancoban United Volunteers Association Committee to KUVA Incorporated, upon proof of incorporation.**
- 5. Write to the Khancoban United Volunteers Association advising of the dissolution of the Committee as of 30 June 2021.**
- 6. Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contribution to the community and Snowy Valleys Council.**
- 7. Upon proof of incorporation, authorise the Chief Executive Officer to execute the transfer of assets to KUVA Incorporated.**

BACKGROUND:**Committee Background**

KUVA is an active volunteer run committee who undertake the management of the Khancoban Community Transaction Centre which provide computer and internet access for residents under the Broadband for Seniors Program, photocopying and printing services, and provides access to the Australian Taxation Office agency services. In addition, KUVA is also responsible for the management of the Khancoban Op Shop.

KUVA also raise funds through events and activities to support community initiatives for the Khancoban community.

REPORT:

In January 2018, several risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work was undertaken to develop and implement a

OneSVC Volunteer framework and a OneSVC Council Committees framework. As part of the development and implementation of the Council Committees framework, a review of all Council committees was undertaken.

Health Check – 26 August September 2020

During the initial public exhibition period for the Council Committee framework, a 'Health Check' was undertaken with the KUVA on 26 August 2020. These health checks gave the committees an opportunity to ask questions directly and have queries answered and different operational models were explored.

Future Directions Report M270/20 – 19 November 2020

At the Council meeting held on 19 November 2020 a report was presented regarding the future direction for all Council committees. As per resolution M270/20 Council resolved to dissolve the committee. A letter was sent to all impacted committees following the November Council meeting informing the committee of resolution M270/20.

KUVA Incorporated

KUVA Incorporated have lodged an application to have their incorporation reinstated. The committee were an incorporated association prior to 2015. It is anticipated that this process will be concluded by the end of June 2021. It must be noted that all assets, including financial and non-fixed, remain the property of Council until proof of incorporation is received and a transfer of assets executed.

Financial Assets

It is recommended that all financial assets of the committee be donated to KUVA Incorporated to continue to support the members of KUVA Incorporated and their ongoing operations. As advised by the Committee \$36741.74 funds were available as of 31 May 2021.

Non-fixed Assets

It is recommended that all non-fixed assets (as listed in the attachment) of the Committee be donated to KUVA Incorporated. Given the nature of these assets, being largely office equipment and Op Shop items, which will be used to support the work to be continued by KUVA Incorporated, there is no legitimate reason for these assets to remain with Council.

Record Management

In accordance with the State Records Act 1988, records relating to the committee must be retained for a minimum of 5 years, or 7 years for financial records, after action is completed and then destroyed. All records held by the committee are to be transferred to the new incorporated entity. These records are to be kept by the newly formed the new incorporated entity for the minimum time required and destroyed accordingly. Records held by Council may be requested if required.

Additionally all domain names, email and social media accounts associated with the committee will be transferred to the new incorporated association.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	There are many benefits of community groups that operate efficiently for the benefit of the community. These include social sustainability through the creation of healthy and livable communities that are equitable, diverse, connected, transparent and democratic.	Nil
Environmental	Nil	Nil
Economic	Dissolving committees reduces staff resources required for the management and end of year financial reporting requirements. The benefits of economic sustainability for independent community groups include: i) the ability to raise and spend funds without reporting to Council ii) greater ability to apply for grants iii) the ability to accept gifts or bequests iv) the ability to invest and borrow money v) not having to apply GST under certain thresholds tasks	Nil
Governance	The Office of Local Government has requested that all Councils undertake a committee review of the operations established under section 355 of the Local Government Act. Dissolution of the committee is believed to deliver better outcomes for the community group and the community allowing KUVA Incorporated to operate independently from Council.	Nil

Financial and Resources Implications

The committee review that has been undertaken in alignment with the development and implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the Council reduces the number of committees to be managed in the situations where it is appropriate to do so.

Costs and Benefits:

The total donation to KUVA Incorporated is the financial assets plus the non-fixed assets. It must be noted that the volunteers and committee members have contributed personally to the committee and that a number of the assets have been donated by the community. Funds transferred will be used to assist with the ongoing sustainability of the newly formed KUVA Incorporated.

Policy, Legal and Statutory Implications:

Local Government Act 1993 NSW

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a slight reputational risk that the community may feel as though Snowy Valleys Council is abandoning the committee, however this is negated by the fact that the committee is taking steps to become incorporated.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Health Check**

Community engagement was undertaken with this committee during the initial public exhibition of the Council Committee framework documents. The committee underwent one of 20 committee health checks.

Formal and Informal Meetings

During the past twelve months Council staff have communicated formally and informally with the committee and volunteers several times to discuss the direction of the committee and its volunteer management.

Letter following Future Directions Report M270/20

A formal letter was sent to the committee as well as the Councillor delegates and staff delegate following the November 2020 Council meeting and contained:

- Acknowledgment of the valuable contributions made by volunteers who support committees
- Background of the OneSVC Volunteer and OneSVC Committees frameworks
- Invitation to provide feedback on the improved Council Committees Policy and Operations Manual
- The determination by way of resolution that the committee would be dissolved by June 2021
- The committees nominated staff delegate and Councillor delegate and their contact details
- The requirements regarding committee meeting agendas, minutes and correspondence

In addition, the following was attached to the letter:

- Future Directions for Council Committees report from November Council Meeting
- Draft Council Committees Policy
- Draft Council Committees Operations Manual
- Draft Council Committees External Grant Funding Notification Form
- Draft Committee Check List
- Model Code of Conduct at a Glance Council Committee Members and Delegates, produce by the Office of Local Government.

Councillors

Councillors have been kept apprised of progress with the future direction of the committees through Council Meetings and Councillor Workshops since 2019.

ATTACHMENTS

- 1 20210609 - Asset Register - Khancoban United Volunteers Association Committee - Recieved 09 June 2021 (under separate cover)

10. GOVERNANCE AND FINANCIAL REPORTS**10.12 DISSOLUTION OF THE ROCK THE TURF COMMITTEE**

REPORT AUTHOR: COORDINATOR GOVERNANCE & RISK
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

The purpose of the report is to recommend that the Rock the Turf Committee be dissolved as of 30 June 2021.

That the new incorporated entity, for which a name is yet to be determined, be acknowledged as the new body responsible for the continuation of the purpose of Rock the Turf.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Dissolution of the Rock the Turf Committee**
2. **Dissolve the Rock the Turf Committee as of 30 June 2021 and remove from the master 'List of Committees'.**
3. **Approve the donation of all monies held by the Rock the Turf Committee to new incorporated entity, upon proof of incorporation.**
4. **Approve the transfer of all non-fixed assets held by the Rock the Turf Committee to new incorporated entity, upon proof of incorporation.**
5. **Write to the Rock the Turf Committee advising of the dissolution of the Committee as of 30 June 2021.**
6. **Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contribution to the community and Snowy Valleys Council.**
7. **Upon proof of incorporation, authorise the Chief Executive Officer to execute the transfer of assets to new incorporated entity.**

BACKGROUND:**Committee Background**

The purpose of the committee was to plan, organise and deliver a quality annual festival event within an approved budget for the Snowy Valleys Council Region that provides a high value festival experience for both the community and visitors to the region.

REPORT:

In January 2018, several risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work was undertaken to develop and implement a OneSVC Volunteer framework and a OneSVC Council Committees framework. As part of the development and implementation of the Council Committees framework, a review of all Council committees was undertaken.

Health Check – 21 September 2020

During the initial public exhibition period for the Council Committee framework, a 'Health Check' was undertaken with the committee on 21 September 2020. These health checks gave the committees an opportunity to ask questions directly and have queries answered and different operational models were explored.

Future Directions Report M270/20 – 19 November 2020

At the Council meeting held on 19 November 2020 a report was presented regarding the future direction for all Council committees. As per resolution M270/20 Council resolved to dissolve the committee. A letter was sent to all impacted committees following the November Council meeting informing the committee of resolution M270/20.

The New Incorporated Entity (name yet to be determined)

The committee are yet to pursue the process of becoming incorporated and therefore the transfer of assets cannot be finalised. It must be noted that all assets, including financial and non-fixed, remain the property of Council until proof of incorporation is received and a transfer of assets executed.

Financial Assets

It is recommended that all financial assets of the committee be donated to the new incorporated entity to continue to support the members of the new incorporated entity and their ongoing operations.

Non-fixed Assets

It is recommended that all non-fixed assets of the committee be donated to the new incorporated entity. Given the nature of these assets, which will be used to support the work to be continued by the new incorporated entity, there is no legitimate reason for these assets to remain with Council.

Record Management

In accordance with the State Records Act 1988, records relating to the committee must be retained for a minimum of 5 years, or 7 years for financial records, after action is completed and then destroyed. All records held by the committee are to be transferred to the new incorporated entity. These records are to be kept by the newly formed the new incorporated entity for the minimum time required and destroyed accordingly. Records held by Council may be requested if required.

Additionally all domain names, email and social media accounts associated with the committee will be transferred to the new incorporated association.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	There are many benefits of community groups that operate efficiently for the benefit of the community. These include social sustainability through the creation of healthy and livable	Nil

	Positive	Negative
	communities that are equitable, diverse, connected, transparent and democratic.	
Environmental	Nil	Nil
Economic	<p>Dissolving committees reduces staff resources required for the management and end of year financial reporting requirements.</p> <p>The benefits of economic sustainability for independent community groups include:</p> <ul style="list-style-type: none"> i) the ability to raise and spend funds without reporting to Council ii) greater ability to apply for grants iii) the ability to accept gifts or bequests iv) the ability to invest and borrow money v) not having to apply GST under certain thresholds tasks 	Nil
Governance	<p>The Office of Local Government has requested that all Councils undertake a committee review of the operations established under section 355 of the Local Government Act.</p> <p>Dissolution of the committee is believed to deliver better outcomes for the community group and the community allowing the new incorporated entity to operate independently from Council.</p>	Nil

Financial and Resources Implications

The committee review that has been undertaken in alignment with the development and implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the Council reduces the number of committees to be managed in the situations where it is appropriate to do so.

Costs and Benefits:

The total donation to the new incorporated entity is the financial assets plus the non-fixed assets. It must be noted that the volunteers and committee members have contributed personally to the committee and that a number of the assets have been donated by the community. Funds transferred will be used to assist with ongoing sustainability of the new incorporated entity.

Policy, Legal and Statutory Implications:

Local Government Act 1993 NSW

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a slight reputational risk that the community may feel as though Snowy Valleys Council is abandoning the committee, however this is negated by the fact that the committee is taking steps to become incorporated.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Health Check**

Community engagement was undertaken with this committee during the initial public exhibition of the Council Committee framework documents. The committee underwent one of 20 committee health checks.

Formal and Informal Meetings

During the past twelve months Council staff have communicated formally and informally with the committee and volunteers several times to discuss the direction of the committee and its volunteer management.

Letter following Future Directions Report M270/20

A formal letter was sent to the committee as well as the Councillor delegates and staff delegate following the November 2020 Council meeting and contained:

- Acknowledgment of the valuable contributions made by volunteers who support committees
- Background of the OneSVC Volunteer and OneSVC Committees frameworks
- Invitation to provide feedback on the improved Council Committees Policy and Operations Manual
- The determination by way of resolution that the committee would be dissolved by June 2021
- The committees nominated staff delegate and Councillor delegate and their contact details
- The requirements regarding committee meeting agendas, minutes and correspondence

In addition, the following was attached to the letter:

- Future Directions for Council Committees report from November Council Meeting
- Draft Council Committees Policy
- Draft Council Committees Operations Manual
- Draft Council Committees External Grant Funding Notification Form
- Draft Committee Check List
- Model Code of Conduct at a Glance Council Committee Members and Delegates, produce by the Office of Local Government.

Councillors

Councillors have been kept apprised of progress with the future direction of the committees through Council Meetings and Councillor Workshops since 2019.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.13 DISSOLUTION OF THE ROSEWOOD COMMUNITY SHED COMMITTEE**

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

EXECUTIVE SUMMARY:

The purpose of this report is to recommend that the Rosewood Community Shed Committee be dissolved as of 30 June 2021.

That the new incorporated entity, for which a name is yet to be determined, be acknowledged as the new body responsible for the continuation of the purpose of the Rosewood Community Shed Committee.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Dissolution of the Rosewood Community Shed Committee**
2. **Dissolve the Rosewood Community Shed Committee as of 30 June 2021 and remove from the master 'List of Committees'.**
3. **Approve the donation of all monies held by the Rosewood Community Shed Committee to new incorporated entity, upon proof of incorporation.**
4. **Approve the transfer of all non-fixed assets held by the Rosewood Community Shed Committee to new incorporated entity, upon proof of incorporation.**
5. **Write to the Rosewood Community Shed Committee advising of the dissolution of the Committee as of 30 June 2021.**
6. **Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contribution to the community and Snowy Valleys Council.**
7. **Upon proof of incorporation, authorise the Chief Executive Officer to execute the transfer of assets to the new incorporated entity.**

BACKGROUND:**Committee Background**

The purpose of the committee was to manage the facility known as the 'old fire shed' for the community of Rosewood. The building is leased by the committee to assist with payment of ongoing costs. In addition, the committee undertake general maintenance of the area known as the gnome home located in Memorial Park Rosewood.

The 'old fire shed' is located on Crown Land adjacent to the Rosewood Golf Course. The parcel of land it is built on has had its ownership and management further investigated and has been identified as being under the management of the Rosewood Golf Club and owned by Crown Lands.

REPORT:

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

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

Health Check – 25 August and 15 September 2020

During the initial public exhibition period for the Council Committee framework, a 'Health Check' was undertaken with the committee on 25th August, however only one member was in attendance. The committee then requested several Council staff attend a committee meeting held with all committee members invited. This meeting occurred on 15 September 2020 and different operational models were discussed for the committee moving forward.

Future Directions Report M270/20 – 19 November 2020

At the Council meeting held on 19 November 2020 a report was presented regarding the future direction for all Council committees. As per resolution M270/20 Council resolved to dissolve the committee. A letter was sent to all impacted committees following the November Council meeting informing the committee of resolution M270/20.

The New Incorporated Entity (name yet to be determined)

The committee are yet to pursue the process of becoming incorporated and therefore the transfer of assets cannot be finalised. It must be noted that all assets, including financial and non-fixed, remain the property of Council until proof of incorporation is received and a transfer of assets executed.

Financial Assets

It is recommended that all financial assets of the committee be donated to the new incorporated entity to continue to support the members of new incorporated entity and their ongoing operations.

Non-fixed Assets

It is recommended that all non-fixed assets of the committee be donated to the new incorporated entity. Given the nature of these assets, which will be used to support the work to be continued by the new incorporated entity, there is no legitimate reason for these assets to remain with Council.

Record Management

In accordance with the State Records Act 1988, records relating to the committee must be retained for a minimum of 5 years, or 7 years for financial records, after action is completed and then destroyed. All records held by the committee are to be transferred to the new incorporated entity. These records are to be kept by the newly formed the new incorporated entity for the minimum time required and destroyed accordingly. Records held by Council may be requested if required.

Additionally all domain names, email and social media accounts associated with the committee will be transferred to the new incorporated association.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	There are many benefits of community groups that operate efficiently for the benefit of the community. These include social sustainability through the creation of healthy and livable communities that are equitable, diverse, connected, transparent and democratic.	Nil
Environmental	Nil	Nil
Economic	Dissolving committees reduces staff resources required for the management and end of year financial reporting requirements. The benefits of economic sustainability for independent community groups include: i) the ability to raise and spend funds without reporting to Council ii) greater ability to apply for grants iii) the ability to accept gifts or bequests iv) the ability to invest and borrow money v) not having to apply GST under certain thresholds tasks	Nil
Governance	The Office of Local Government has requested that all Councils undertake a committee review of the operations established under section 355 of the Local Government Act. Dissolution of the committee is believed to deliver better outcomes for the community group and the community allowing the new incorporated entity to operate independently from Council.	Nil

Financial and Resources Implications

The committee review that has been undertaken in alignment with the development and implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the Council reduces the number of committees to be managed in the situations where it is appropriate to do so.

Costs and Benefits:

The total donation to the new incorporated entity is the financial assets plus the non-fixed assets. It must be noted that the volunteers and committee members have contributed personally to the committee and that a number of the assets have been donated by the community. Funds transferred will be used to assist with ongoing sustainability of the new incorporated entity.

Policy, Legal and Statutory Implications:

Local Government Act 1993 NSW

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a slight reputational risk that the community may feel as though Snowy Valleys Council is abandoning the committee, however this is negated by the fact that the committee will take the steps required to become incorporated.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Health Check**

Community engagement was undertaken with this committee during the initial public exhibition of the Council Committee framework documents. The committee underwent one of 20 committee health checks.

Formal and Informal Meetings

During the past twelve months Council staff have communicated formally and informally with the committee and volunteers several times to discuss the direction of the committee and its volunteer management.

Letter following Future Directions Report M270/20

A formal letter was sent to the committee as well as the Councillor delegates and staff delegate following the November 2020 Council meeting and contained:

- Acknowledgment of the valuable contributions made by volunteers who support committees
- Background of the OneSVC Volunteer and OneSVC Committees frameworks
- Invitation to provide feedback on the improved Council Committees Policy and Operations Manual
- The determination by way of resolution that the committee would be dissolved by June 2021
- The committees nominated staff delegate and Councillor delegate and their contact details
- The requirements regarding committee meeting agendas, minutes and correspondence

In addition, the following was attached to the letter:

- Future Directions for Council Committees report from November Council Meeting
- Draft Council Committees Policy
- Draft Council Committees Operations Manual
- Draft Council Committees External Grant Funding Notification Form
- Draft Committee Check List
- Model Code of Conduct at a Glance Council Committee Members and Delegates, produce by the Office of Local Government.

Councillors

Councillors have been kept apprised of progress with the future direction of the committees through Council Meetings and Councillor Workshops since 2019.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.14 DISSOLUTION OF THE TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION COMMITTEE****REPORT AUTHOR:** CHIEF EXECUTIVE OFFICER**RESPONSIBLE DIRECTOR:** CHIEF EXECUTIVE OFFICER**EXECUTIVE SUMMARY:**

The purpose of this report is to recommend that the Talbingo Progress and Ratepayers Association Committee be dissolved as of 30 June 2021.

That the new incorporated entity, for which a name is yet to be determined, be acknowledged as the new body responsible for the continuation of the purpose of the Talbingo Progress and Rate Payers Association Committee.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Dissolution of the Talbingo Progress and Ratepayers Association Committee**
- 2. Dissolve the Talbingo Progress and Ratepayers Association Committee as of 30 June 2021 and remove from the master 'List of Committees'.**
- 3. Approve the donation of all monies held by Talbingo Progress and Ratepayers Association Committee to new incorporated entity, upon proof of incorporation.**
- 4. Approve the transfer of all non-fixed assets held by the Talbingo Progress and Ratepayers Association Committee to the new incorporated entity, upon proof of incorporation.**
- 5. Write to the Talbingo and Progress and Ratepayers Association Committee advising of the dissolution of the Committee as of 30 June 2021.**
- 6. Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contribution to the community and Snowy Valleys Council.**
- 7. Upon proof of incorporation, authorise the Chief Executive Officer to execute the transfer of assets to the new incorporated entity.**

BACKGROUND:**Committee Background**

The Talbingo Progress and Ratepayers Association provides civic leadership to the Talbingo community as well as stimulate the ongoing economic community, social and cultural prosperity of the community of Talbingo and its environs.

REPORT:

In January 2018, several risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work was undertaken to develop and implement a OneSVC Volunteer framework and a OneSVC Council Committees framework. As part of the development and implementation of the Council Committees framework, a review of all Council committees was undertaken.

Health Check – 06 October 2020

During the initial public exhibition period for the Council Committee framework, a 'Health Check' was declined by the committee. However, upon reflection the committee decided to have a health check which was undertaken on 06 October 2020. The health checks gave the committee an opportunity to ask questions directly and have queries answered and different operational models were explored.

Future Directions Report M270/20 – 19 November 2020

At the Council meeting held on 19 November 2020 a report was presented regarding the future direction for all Council committees. As per resolution M270/20 Council resolved to dissolve the Talbingo Progress and Ratepayers Association Committee. A letter was sent to all impacted committees following the November Council meeting informing the committee of resolution M270/20.

The New Incorporated Entity (name yet to be determined)

The Committee resolved the following recommendations at the meeting held 02 June 2021, which are being presented to this Council meeting, with the minutes from the Talbingo Progress and Ratepayers Association.

Four motions discussed to be put to SVC .

1. That the Talbingo Progress and Ratepayer Association, undertake the actions required to become an incorporated entity. Vote – carried 12/0
2. That the secretary make formal request to the Snowy Valleys Council that the Section 355 committee known as Talbingo Progress and Ratepayer Association be dissolved. Vote carried 12/0
3. That the secretary make formal request to the Snowy Valleys Council that the ownership of the assets held by the 355 committee known as Talbingo X Incorporated (post establishment). The known assets to be Cash at Bank as at the dissolution date, the library trolley and Web domain name registration 'VisitTalbingo'. Vote carried 12/0
4. That the **Section 355** records of the Talbingo Progress and Ratepayer Association be transferred to Snowy Valleys Council for management under the State Records Act noting that this may mean that some of the records may be destroyed if this is permitted under the legislation.
Motion amended (section 355) . Vote carried 12/0

Financial Assets

All financial assets of the committee are recommended to be donated to the new incorporated entity to continue to support the members and their ongoing operations. As advised by the Committee there was \$23987.26 available as of 31 May 2021.

Non-fixed Assets

It is recommended that all non-fixed assets of the committee be donated to the new incorporated entity. Given the nature of these assets, which will be used to support the work to be continued by the new incorporated entity, there is no legitimate reason for these assets to remain with Council.

Record Management

In accordance with the State Records Act 1988, records relating to the committee must be retained for a minimum of 5 years, or 7 years for financial records, after action is completed and then destroyed. All records held by the committee are to be transferred to the new incorporated entity. These records are to be kept by the newly formed the new incorporated entity for the minimum time required and destroyed accordingly. Records held by Council may be requested if required.

Additionally all domain names, email and social media accounts associated with the committee will be transferred to the new incorporated association.

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	There are many benefits of community groups that operate efficiently for the benefit of the community. These include social sustainability through the creation of healthy and livable communities that are equitable, diverse, connected, transparent and democratic.	Nil
Environmental	Nil	Nil
Economic	Dissolving committees reduces staff resources required for the management and end of year financial reporting requirements. The benefits of economic sustainability for independent community groups include: i) the ability to raise and spend funds without reporting to Council ii) greater ability to apply for grants iii) the ability to accept gifts or bequests iv) the ability to invest and borrow money v) not having to apply GST under certain thresholds tasks	Nil
Governance	The Office of Local Government has requested that all Councils undertake a committee review of the operations established under section 355 of the Local Government Act. Dissolution of the committee is believed to deliver better outcomes for the community group and the community allowing the new incorporate entity to operate independently from Council.	Nil

Financial and Resources Implications

The committee review that has been undertaken in alignment with the development and implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the Council reduces the number of committees to be managed in the situations where it is appropriate to do so.

Costs and Benefits:

The total donation to the new incorporated entity is the financial assets plus the non-fixed assets. It must be noted that the volunteers and committee members have contributed personally to the committee and that a number of the assets have been donated by the community. Funds transferred will be used to assist with the ongoing sustainability of the newly formed the new incorporated entity.

Policy, Legal and Statutory Implications:

Local Government Act 1993 NSW

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a slight reputational risk that the community may feel as though Snowy Valleys Council is abandoning the committee, however this is negated by the fact that the committee is taking steps to become incorporated.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Health Check**

Community engagement was undertaken with this committee during the initial public exhibition of the Council Committee framework documents. The committee underwent one of 20 committee health checks.

Formal and Informal Meetings

During the past twelve months Council staff have communicated formally and informally with the committee and volunteers several times to discuss the direction of the committee and its volunteer management.

Letter following Future Directions Report M270/20

A formal letter was sent to the committee as well as the Councillor delegates and staff delegate following the November 2020 Council meeting and contained:

- Acknowledgment of the valuable contributions made by volunteers who support committees
- Background of the OneSVC Volunteer and OneSVC Committees frameworks
- Invitation to provide feedback on the improved Council Committees Policy and Operations Manual
- The determination by way of resolution that the committee would be dissolved by June 2021
- The committees nominated staff delegate and Councillor delegate and their contact details
- The requirements regarding committee meeting agendas, minutes and correspondence

In addition, the following was attached to the letter:

- Future Directions for Council Committees report from November Council Meeting
- Draft Council Committees Policy
- Draft Council Committees Operations Manual
- Draft Council Committees External Grant Funding Notification Form

- Draft Committee Check List
- Model Code of Conduct at a Glance Council Committee Members and Delegates, produce by the Office of Local Government.

Councillors

Councillors have been kept apprised of progress with the future direction of the committees through Council Meetings and Councillor Workshops since 2019.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.15 DISSOLUTION OF THE TUMBARUMBA HISTORICAL SOCIETY**

REPORT AUTHOR: ACTING MANAGER GROWTH & ACTIVATION
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

The purpose of this report is to recommend that the Tumbarumba Historical Society Committee be dissolved as of 30 June 2021.

That the Tumbarumba Historical Society Incorporated be acknowledged as the new body responsible for the preservation of Tumbarumba and surrounding district's history.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Dissolution of the Tumbarumba Historical Society Committee**
2. **Dissolve the Tumbarumba Historical Society as of 30 June 2021 and remove from the master 'List of Committees'.**
3. **Approve the donation of all monies held by the Tumbarumba Historical Society Committee to Tumbarumba Historical Society Incorporated.**
4. **Approve the transfer of all non-fixed assets held by the Tumbarumba Historical Society Committee to Tumbarumba Historical Society Incorporated.**
5. **Acknowledge that items on loan to the Tumbarumba Historical Society and displayed and stored within Snowy Valleys Council facilities are transferred in the care, custody and control to the Tumbarumba Historical Society Incorporated.**
6. **Acknowledge that the 6 pieces of the Southern Cloud currently on display at the Tumbarumba Museum remain the property of the Museum of Applied Arts and Sciences (MAAS Powerhouse) and will be removed from the Snowy Valleys Council Insurance register.**
7. **Transfer copyright from Snowy Valleys Council to Tumbarumba Historical Society Incorporated for all publications produced through the Tumbarumba Historical Society Committee.**
8. **Write to the Tumbarumba Historical Society Committee advising of the dissolution of the Committee as of 30 June 2021.**
9. **Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contribution to the community and Snowy Valleys Council.**
10. **Authorise the Chief Executive Officer to execute the transfer of assets to Tumbarumba Historical Society Incorporated.**
11. **Authorise the Chief Executive Officer to enter into an agreement with Tumbarumba Historical Society Incorporated to determine the ongoing use of the Archives Room at the Tumbarumba Library, The Museum at the Tumbarumba Visitor Information Centre, the Storage Shed at the rear of the Tumbarumba Rural Transaction Centre and the Train Crew Barracks at Figures Street.**

BACKGROUND:**Committee Background**

The Tumbarumba Historical Society is a Section 355 Committee of Council. The Tumbarumba Historical Society collects, displays and preserves artefacts, records and photographs relevant to the origins and development of Tumbarumba district, its people and their activities.

The committee and its volunteers support many projects including:

- Street signage and history walk signs
- Signs for historic buildings and sites
- Police Paddock – Trackers History
- Railway (Rail Trail) History
- Town Goldfields Park sign and walk
- Archival storage or information at the Tumbarumba Library
- Providing assistance to family and local historians
- Managing and running the Tumbarumba Museum and archives

The Tumbarumba Historical Society also has a subcommittee called the Rail Trail Advisory Group to provide input to the Tumbarumba-Rosewood Rail Trail historical displays.

REPORT:

In January 2018, several risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work was undertaken to develop and implement a OneSVC Volunteer framework and a OneSVC Council Committees framework. As part of the development and implementation of the Council Committees framework, a review of all Council committees was undertaken.

Health Check – 24 August 2020

During the initial public exhibition period for the Council Committee framework, a 'Health Check' was undertaken with the committee on 24 August 2020. These health checks gave the committees an opportunity to ask questions directly and have queries answered and different operational models were explored.

Future Directions Report M270/20 – 19 November 2020

At the Council meeting held on 19 November 2020 a report was presented regarding the future direction for all Council committees. As per resolution M270/20 Council resolved to dissolve the committee. A letter was sent to all impacted committees following the November Council meeting informing the committee of resolution M270/20.

The Tumbarumba Historical Society Incorporated

After consultation with the Committee and through discussions with Snowy Valleys Council about the development and implementation of the Council Committee framework and guidelines, it was decided that the Tumbarumba Historical Society Committee would re-establish itself as an Incorporated Association.

Subsequently, the Tumbarumba Historical Society Incorporated approved the revised constitution on 04 December 2020 and a General Meeting was held on 07 January 2021. The Tumbarumba Historical Society applied to be incorporated from 14 January 2021 and their Incorporation ID number is INC2001483 (attached).

Financial Assets

It is recommended that all financial assets of the committee be donated to the new incorporated entity to continue to support the members of the new incorporated entity and their ongoing operations. The committee have advised that monies held are \$14,979.34. as at 31 May 2021.

Non-fixed Assets

It is recommended that all non-fixed assets (as per attachment) of the committee be transferred to the Tumbarumba Historical Society Incorporated. Given the nature of these assets, which will be used to support the work to be continued by the new incorporated entity, there is no legitimate reason for these assets to remain with Council. It should be noted that many display items are not regarded as assets of the Tumbarumba Historical Society but are on loan from families and within the custodianship and stewardship of the Tumbarumba Historical Society.

At the Tumbarumba Museum there are currently 6 pieces from the Southern Cloud on loan from the Museum of Applied Arts and Sciences (MAAS Powerhouse). These items remain the property of MAAS Powerhouse. These items have previously been insured by Council, however the Tumbarumba Historical Society Incorporated should take out insurance for these items and the MAAS PowerHouse notified accordingly. Given that this will be an unexpected establishment cost, if a request for a financial donation is received from Tumbarumba Historical Society Incorporated to assist with this insurance cost, Snowy Valleys Council will take all reasonable measures to assist.

Record Management

In accordance with the State Records Act 1988, records relating to the committee must be retained for a minimum of 5 years, or 7 years for financial records, after action is completed and then destroyed. All records held by the committee are to be transferred to the new incorporated entity. These records are to be kept by the new incorporated entity for the minimum time required and destroyed accordingly. Records held by Council may be requested if required.

Additionally all domain names, email and social media accounts associated with the committee will be transferred to the new incorporated association.

Copyright

Members of the Tumbarumba Historical, including Ron and Catherine Frew, have authored and published a significant number of books pertaining to local history and identities. Council will organise and pay for the transfer of copyright to the Tumbarumba Historical Society Incorporated.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	There are many benefits of community groups that operate efficiently for the benefit of the community. These include social sustainability through the creation of healthy and livable communities that are equitable, diverse, connected, transparent and democratic.	Nil

	Positive	Negative
Environmental	Nil	Nil
Economic	<p>Dissolving committees reduces staff resources required for the management of committees and end of year financial reporting requirements.</p> <p>The benefits of economic sustainability for independent community groups include:</p> <ul style="list-style-type: none"> i) the ability to raise and spend funds without reporting to Council ii) greater ability to apply for grants iii) the ability to accept gifts or bequests iv) the ability to invest and borrow money v) not having to apply GST under certain thresholds tasks 	Nil
Governance	<p>The Office of Local Government has requested that all Councils undertake a committee review of the operations established under section 355 of the Local Government Act.</p> <p>Dissolution of the committee is believed to deliver better outcomes for the community group and the community allowing the new incorporated entity to operate independently from Council.</p>	Nil

Financial and Resources Implications

The committee review that has been undertaken in alignment with the development and implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the Council reduces the number of committees to be managed in the situations where it is appropriate to do so.

Costs and Benefits:

The total donation to the Tumbarumba Historical Society Incorporated is the financial assets plus the non-fixed assets. It must be noted that the volunteers and committee members have contributed personally to the committee and that a number of the assets have been donated by the community.

Funds transferred will be used to assist with ongoing sustainability of the new incorporated entity.

Policy, Legal and Statutory Implications:

Local Government Act 1993 NSW

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a slight reputational risk that the community may feel as though Snowy Valleys Council is abandoning the committee, however this is negated by the fact that the committee have taken the steps required to become incorporated.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Health Check**

Community engagement was undertaken with this committee during the initial public exhibition of the Council Committee framework documents. The committee underwent one of 20 committee health checks.

Formal and Informal Meetings

During the past twelve months Council staff have communicated formally and informally with the committee and volunteers several times to discuss the direction of the committee and its volunteer management.

Letter following Future Directions Report M270/20

A formal letter was sent to the committee as well as the Councillor delegates and staff delegate following the November 2020 Council meeting and contained:

- Acknowledgment of the valuable contributions made by volunteers who support committees
- Background of the OneSVC Volunteer and OneSVC Committees frameworks
- Invitation to provide feedback on the improved Council Committees Policy and Operations Manual
- The determination by way of resolution that the committee would be dissolved by June 2021
- The committees nominated staff delegate and Councillor delegate and their contact details
- The requirements regarding committee meeting agendas, minutes and correspondence

In addition, the following was attached to the letter:

- Future Directions for Council Committees report from November Council Meeting
- Draft Council Committees Policy
- Draft Council Committees Operations Manual
- Draft Council Committees External Grant Funding Notification Form
- Draft Committee Check List
- Model Code of Conduct at a Glance Council Committee Members and Delegates, produce by the Office of Local Government.

Councillors

Councillors have been kept apprised of progress with the future direction of the committees through Council Meetings and Councillor Workshops since 2019.

ATTACHMENTS

- 1 Tumbarumba Historical Society Asset Register (under separate cover)
- 2 Tumbarumba Historical Society Certificate of incorporation (under separate cover)

10. GOVERNANCE AND FINANCIAL REPORTS**10.16 DISSOLUTION OF THE FRIENDS OF STOCKWELL GARDENS COMMITTEE**

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

EXECUTIVE SUMMARY:

The purpose of this report is to recommend that the Friends of the Stockwell Gardens Committee be dissolved as of 30 June 2021 and a volunteer working group established.

The name of the committee has morphed over time from the Friends of the Stockwell Park Committee to Friends of the Stockwell Gardens Committee.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Dissolution of the Friends of Stockwell Gardens Committee.**
2. **Dissolve the Friends of Stockwell Gardens Committee as of 30 June 2021 and remove from the master "List of Committees".**
3. **Establish the group Friends of Stockwell Gardens as a volunteer working group and add to the master "List of Volunteer Working Groups".**
4. **Write to the Friends of the Stockwell Gardens Committee advising of the dissolution of the Committee as of 30 June 2021.**
5. **Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contribution to the community and the Snowy Valleys Council.**

BACKGROUND:**Committee Background**

In 2001, at the request of Tumut Garden Club, Council called a public meeting to gauge the level of interest in forming the Friends of Stockwell Park. Council listed the matter for discussion at the Tumut Town Meeting on 20 November 2001. At the meeting, there was strong support to form the "Friends" and a steering committee was formed. The steering committee met with Council staff on 13 December 2001 and discussed the matter. A draft Terms of Reference was then prepared and agreed to by the "Friends" and Tumut Parks Team. Council adopted the Terms of Reference at its Ordinary Meeting on 22 January 2002 as per resolution 874.

During the past twenty years the Friends of the Stockwell Park Committee have

- Assisted and advised Council with maintenance and improvement to Stockwell Park
- Assisted with planting and design
- Helped to restore neglected areas of Stockwell Park
- Fostered use of the park for community and family functions
- Promoted the park to tourist groups e.g. coaches and garden clubs

Although the core group of volunteers meet weekly to help maintain the Stockwell Park, it must be noted that the Committee has not functioned as a 'Committee' in the true sense for many years. There have been no reports to Council, or any formal meetings held of the committee since well

before the formation of the Snowy Valleys Council. The dissolution of the Committee should not impact in anyway on the current purpose or objectives of the volunteer group.

REPORT:

In January 2018, several risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work was undertaken to develop and implement a OneSVC Volunteer framework and a OneSVC Council Committees framework. As part of the development and implementation of the Council Committees framework, a review of all Council committees was undertaken.

Health Check – 17 September 2020

During the initial public exhibition period for the Council Committee framework, a 'Health Check' was undertaken with the Friends of Stockwell Gardens Committee on 17 September 2020. Options were explored for the future operational model of this committee during the 'Health Check' including the option for this group to operate and enjoy the same benefits of the Stockwell Garden as a volunteer working group rather than a committee.

Future Directions Report M270/20 – 19 November 2020

At the Council meeting held on 19 November 2020 a report was presented regarding the future direction for all Council committees. As per resolution M270/20 Council resolved to dissolve the Friends of Stockwell Gardens and establish as a volunteer group. A letter was sent to all impacted committees following the November Council meeting informing the committee of resolution M270/20.

Volunteer Working Group

The Friends of the Stockwell Gardens Committee have consulted with the remaining committee members and volunteers and decided that a volunteer working group is the best scenario for the current members. This volunteer working group will be reporting to, and have the necessary volunteer oversight by, the Manager Utilities, Open Space & Facilities.

Financial Assets

The committee have been requested verbally on several occasions to close the independently held bank account before June 2021. The committee have also been requested in writing to provide evidence that the account has been closed. To date, the committee have not provided evidence that the committees bank account has been closed.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Community gardening is one way to increase and foster a friendly and supportive community that allows	Nil as there is no impact to the operations of the volunteers.

	Positive	Negative
	people to socialise in a welcoming environment.	
Environmental	Public gardens are a catalyst for environmental sustainability. Being a resource for recreation as well as education.	Nil as there is no impact to the operations of the volunteers.
Economic	By dissolving committees reduces staff resources required for the management and end of year financial reporting requirements.	
Governance	Office of Local Government has requested all Councils undertake a committee review of the operations established under section 355 of the Local Government Act.	There has been very little governance oversight of the Committee for many years. There have been no reports to Council since before the formation of the Snowy Valleys Council.

Financial and Resources Implications

The committee review currently being undertaken in alignment with the implementation of the new committee framework, ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the Council reduces the number of committees to be managed in the situations where it is appropriate to do so.

Costs and Benefits:

The Committee were operating an independent bank account. As advised by the committee, the funds in the bank account were remaining from a substantial grant received more than a decade ago. Moving forward there is no operational change to the volunteer working group, reporting to the Manager Utilities, Open Space and Facilities and will operate within Councils, Open Space and Parks budget.

Policy, Legal and Statutory Implications:

Local Government Act NSW 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

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

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Health Check**

Community engagement was undertaken with this committee during the initial public exhibition of the Council Committee framework documents. The committee underwent one of 20 committee health checks.

Formal and Informal Meetings

During the past twelve months Council staff have communicated formally and informally with the committee and volunteers several times to discuss the direction of the committee and its volunteer management.

Letter following Future Directions Report M270/20

A formal letter was sent to the committee as well as the Councillor delegates and staff delegate following the November 2020 Council meeting and contained:

- Acknowledgment of the valuable contributions made by volunteers who support committees
- Background of the OneSVC Volunteer and OneSVC Committees frameworks
- Invitation to provide feedback on the improved Council Committees Policy and Operations Manual
- The determination by way of resolution that the committee would be dissolved by June 2021
- The committees nominated staff delegate and Councillor delegate and their contact details
- The requirements regarding committee meeting agendas, minutes and correspondence

In addition, the following was attached to the letter:

- Future Directions for Council Committees report from November Council Meeting
- Draft Council Committees Policy
- Draft Council Committees Operations Manual
- Draft Council Committees External Grant Funding Notification Form
- Draft Committee Check List
- Model Code of Conduct at a Glance Council Committee Members and Delegates, produce by the Office of Local Government.

Councillors

Councillors have been kept apprised of progress with the future direction of the committees through Council Meetings and Councillor Workshops since 2019.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.17 DISSOLUTION OF THE TUMBARUMBA FRIENDS OF THE LIBRARY COMMITTEE**

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

EXECUTIVE SUMMARY:

The purpose of this report is to recommend that the Tumbarumba Friends of the Library Committee be dissolved.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Dissolution of the Tumbarumba Friends of the Library Committee.**
2. **Dissolve the Tumbarumba friends of the Library Committee and remove from the master "List of Committees".**
3. **Approve the transfer of all monies held by Tumbarumba Friends of the Library independent bank account to the Council account, to be utilised for improvements to facilities and collections at the Tumbarumba Library.**
4. **Write to the Tumbarumba Friends of the Library advising of the dissolution of the Committee as of 30 June 2021.**
5. **Approve the closure of all social media accounts held by the Tumbarumba Friends of the Library Committee.**
6. **Acknowledge the efforts of current and previous committee members and volunteers and thank them for their contribution to the community and the Snowy Valleys Council.**

BACKGROUND:**Committee Background**

The purpose of the Tumbarumba Friends of the Library was to:

- Provide a common meeting ground for patrons of the Tumbarumba Library.
- Provide a forum for discussion of Tumbarumba Library issues.
- To assist and encourage enhancement of the Tumbarumba Library and to raise funds to assist in the development of resources within the Library.

Council manages five libraries across the Local Government Area, the Tumbarumba Library was the only library to have a dedicated committee. All libraries are managed by the Coordinator Library Services under the Manager Customer and Technology.

REPORT:

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

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

Health Check – September 2020

During the initial public exhibition period for the Council Committee framework, a ‘Health Check’ was undertaken with the Library Assistant (as the committee members were not available) in September 2020. Options were explored for the future operational model of this committee during the health check including the option for this group to operate and enjoy the same benefits of the Tumbarumba Library as a volunteer working group rather than a committee.

Future Directions Report M270/20 – 19 November 2020

At the Council meeting held on 19 November 2020 a report was presented regarding the future direction for all Council committees. As per resolution M270/20 Council resolved to dissolve the Tumbarumba Friends of the Library and establish as a volunteer group. A letter was sent to all impacted committees following the November Council meeting informing the committee of resolution M270/20.

Volunteer Working Group

The Tumbarumba Friends of the Library have made the decision not to form a volunteer working group.

Financial Assets

The Tumbarumba Friends of the Library have undertaken steps to close their existing Bendigo Bank account. Whilst these steps are in progress, to date confirmation of the closure of the committee’s bank account has not been provided.

Council’s Manager Customer & Technology has agreed to establish a dedicated budget line in the Library Services budget for the remaining Tumbarumba Friends of the Library funds to be transferred to and which will be utilised for improvements to facilities and collections at the Tumbarumba Library.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social		Nil
Environmental	Nil	Nil
Economic	By dissolving committees reduces staff resources required for the management and end of year financial reporting requirements.	Nil
Governance	The Office of Local Government has requested that all Councils undertake a committee review of the operations established under section 355 of the Local Government Act.	Nil

Financial and Resources Implications

The committee review currently being undertaken in alignment with the development and implementation of the new committee framework ensures efficiencies and appropriate management of risk for committee management. There are efficiency gains in staff resources when the council reduces the number of committees to be managed in the situations where it is appropriate to do so.

Reduces staff resources for processing the committees end of year financials and GST reporting requirements and staff delegate responsibilities in attending formal committee meetings and writing reports to Council. Reduction in risk due to increased ability to better manage those volunteers performing council supported tasks.

Costs and Benefits:

The Tumbarumba Library is managed within the Library Services division, with facilities, collections and resources managed in consultation with all five SVC libraries.

Policy, Legal and Statutory Implications:

Local Government Act NSW 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a reputational risk that the community may feel as though the Council is abandoning the committee, however this is negated by ensuring that the remaining funds raised by the committee are dedicated to ongoing improvements in the Tumbarumba Library.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Health Check**

Community engagement was undertaken with this committee during the initial public exhibition of the Council Committee framework documents. The committee underwent one of 20 committee health checks.

Formal and Informal Meetings

During the past twelve months Council staff have communicated formally and informally with the committee and volunteers several times to discuss the direction of the committee and its volunteer management.

Letter following Future Directions Report M270/20

A formal letter was sent to the committee as well as the Councillor delegates and staff delegate following the November 2020 Council meeting and contained:

- Acknowledgment of the valuable contributions made by volunteers who support committees.
- Background of the OneSVC Volunteer and OneSVC Committees frameworks.
- Invitation to provide feedback on the improved Council Committees Policy and Operations Manual.
- The determination by way of resolution that the committee would be dissolved by June 2021.
- The committees nominated staff delegate and Councillor delegate and their contact details.
- The requirements regarding committee meeting agendas, minutes and correspondence.

In addition, the following was attached to the letter:

- Future Directions for Council Committees report from November Council Meeting.
- Draft Council Committees Policy.
- Draft Council Committees Operations Manual.
- Draft Council Committees External Grant Funding Notification Form.
- Draft Committee Check List.
- Model Code of Conduct at a Glance Council Committee Members and Delegates, produce by the Office of Local Government.

Councillors

Councillors have been kept apprised of progress with the future direction of the committees through Council Meetings and Councillor Workshops since 2019.

ATTACHMENTS

Nil

10. GOVERNANCE AND FINANCIAL REPORTS**10.18 DISSOLUTION OF THE REGIONAL HEALTH SERVICES ADVISORY COMMITTEE**

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

EXECUTIVE SUMMARY:

This report recommends that the Regional Health Services Committee formed in 2018, be dissolved. The Committee has met intermittently since its formation and there are several Committees in the region that are undertaking the same information gathering and advocacy work.

The Regional Health Services Committee's adopted Terms of Reference, Section 10 - Dissolution states '*Council may at any time dissolve the Committee*'.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Dissolution of Regional Health Services Committee.**
- 2. Dissolve the Regional Health Services Committee.**
- 3. Acknowledge the contribution made by past and present members of the Regional Health Services Committee.**

BACKGROUND:

At the Ordinary Meeting of Snowy Valleys Council held on Thursday 27 September 2018 it was resolved to approve the formation a Regional Health Services Committee and endorse its draft Terms of Reference (M266/18).

As per the Terms of Reference the Regional Health Services Committee is an advisory committee to Snowy valleys Council with the purpose to engage, support and advocate for appropriate and sustainable health services across SVC and to provide recommendations to Council to assist where possible.

The committee has not met consistently since its formation and there are several other regional committees and bodies that have a similar focus, purpose, and membership.

At the Ordinary Meeting of Snowy Valleys Council held on Thursday 18 June 2020 Council considered a report on Disbanding the Regional Health Services Committee and resolved to Defer consideration of a report 11.5 "Disbanding of Regional Health Services Committee" to a future meeting of Council. (M131/20)

REPORT:

The Regional Health Services Committee has not met since August 2019 and it has been difficult for the proposed membership as outlined in the Terms of Reference to be available for meetings.

There are also several other community and industry-based committees that operate in the region, including but not limited to – Local Health Area Advisory Committees in Tumberumba and Tumut.

At the time Council resolved to establish the Regional Health Services Committee one of the main reasons put forward for the formation of the Committee was that:

‘Council views meeting the health needs of our region as a priority issue in terms of ensuring adequate and appropriate health services.’

Since the formation of the Committee, there has been significant progress on the Tumut Health Service redevelopment and the Tumbarumba MPS (Hospital) has been completed. SVC recognises the importance of the health needs of the region, which is reflected in advocacy documentation and priorities, including lobbying support for the attraction and retention of health professionals to improve the level of health care in the community.

Work continues to be done external to the Committee, through advocacy and the operational actions undertaken by staff. The key partnerships with stakeholders, that were intended to be consolidated by the Committee, are being maintained daily, particularly post-bushfires and during the Covid-19 pandemic.

There are several committees and organisations that are currently operational and are committed to engage, support and advocate for appropriate and sustainable health services across the Snowy Valleys Council Local Government Area. Such committees and organisations are:

- Murrumbidgee Local Health District
- Murrumbidgee Primary Health Network
- Local Health Advisory Committee – Tumut
- Local Health Advisory Committee – Tumbarumba
- Local Health Advisory Committee – Adelong Batlow

Other groups who advocate for health issues in the area:

- Friends of Tumbarumba Hospital
- Tumut Community Association

Snowy Valleys Council is represented on both Local Health Area Advisory Committees in Tumbarumba and Tumut. These committees are led by NSW Health – Murrumbidgee Local Health District (MLHD).

The role of the Local Health Advisory Committee is to:

- Advocate for the local community.
- Connect with local communities about health priorities.
- Be a voice for planning and evaluation of services.
- Provide support to local health services.
- Promote health literacy and wellbeing in their local communities.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:**Financial and Resources Implications**

Duplication of services is an unnecessary draw down on Council resources. The role and function of the Regional Health Services Committee is duplicated across several external health focussed committees. The dissolution of the Regional Health Services Committee will result in efficiencies through the reduction of duplication of service provision.

Costs and Benefits:

N/A

Policy, Legal and Statutory Implications:

The Regional Health Services Committee's adopted Terms of Reference, Section 10 - Dissolution states '*Council may at any time dissolve the Committee*'.

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

There is a risk that dissolution of the Regional Health Services Committee will be seen as reduction of service provision. However, this risk can be mitigated through the application of a communications plan that articulates the number of health focussed committees external to Council and SVC's participation in and support for those committees.

OPTIONS:

Council has the following Options:

- Resolve to dissolve the Regional Health Services Committee (as per the recommendation in this report).
- Retain the Regional Health Services Committee (noting the duplication of service implied).
- Seek further information and consider this matter at a future meeting of Council (noting that this matter has previously been considered and referred it to a future meeting).

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

No formal internal or external consultation has been undertaken in relation to this matter. The committee has not met since August 2019. Participation in the committee has been hampered by members participation in other external health focussed committees. Informal discussions have been held with staff delegates and committee members. There has been general agreement that the committee's role and function is duplicated across other external health focussed committees and should be dissolved for that reason.

ATTACHMENTS

Nil

11. MANAGEMENT REPORTS**11.1 TUMUT BULLS DONATION REQUEST - JARRAH OVAL AMENITIES**

REPORT AUTHOR: COORDINATOR OPEN SPACE & FACILITIES
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE

EXECUTIVE SUMMARY:

In response to a request from Tumut Bulls Rugby, this report seeks the approval of Council for support, including financial assistance, for the construction of new club facilities at Jarrah Oval in Tumut.

Tumut Bulls Rugby are proposing to build new club facilities utilising multiple funding sources including a requested Council funded contribution of \$75,000.

The club have previously secured part funding through a Federal Government Grant for the construction of the new club facilities and are currently seeking further funding through Round 4 of the Stronger Country Communities Fund to incorporate enhanced female sporting facilities into the new building.

To support their application for funding, the club have written to Council (email received 25 May), seeking the following:

- *letter of endorsement from SVC (signed by the Mayor) to support the project and also a priority ranking if there are other grants being sought by SVC in this round, noting that the club are seeking this to be the number 1 project as the application requires the local council to rank all applications that are lodged that fall within their jurisdiction*
- *land owner's consent from SVC granting permission for the building to be built on the land, this is in addition to the DA*
- *letter from SVC stating their financial commitment for the project which is the \$75,000 contribution for the following works to be undertaken, disabled carpark, sewer, water, storm water connections to the building*

It should be noted that Council Officers are also making application under Round 4 of the Stronger Country Communities Fund for the provision of enhanced female sporting facilities for the Bull Paddock Sporting Facility in Tumut

As described in this report, it is also intended that the new club facilities will be owned, operated, and maintained by Tumut Bulls Rugby at no cost to Council. This will require for the management of the Crown Land on the which the new facility will be located to be transferred from the management of Council to the management of Tumut Bulls Rugby.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive this report on the request from Tumut Bulls Rugby for Council support, including financial assistance for the construction of new club facilities at Jarrah Oval in Tumut**
- 2. Note that Tumut Bulls Rugby have secured part funding through the Federal Government Grant for the construction of the new club facilities and are currently seeking further funding required to cover the cost of building the new facility**
- 3. Support the proposed funding application currently being prepared by the Tumut Bulls through Round 4 of the Stronger Country Communities Fund for an additional \$500,000 for the new facilities**

4. Note that Council Officers are also making application under Round 4 of the Stronger Country Communities Fund, as the priority project, for the provision of enhanced female sporting facilities for the Bull Paddock Sporting Facility in Tumut.
5. Approve the provision of the following to support the funding application as described in item 3 above as requested by Tumut Bulls Rugby:
 - a. Letter of endorsement from SVC (signed by the Mayor) to support the project and also a priority ranking for other grants being sought within SVC in this round
 - b. Land manager's consent from SVC granting permission for the building to be built on the land
 - c. Letter from SVC stating their financial commitment for the project which is the \$75,000 contribution for the following works to be undertaken, disabled carpark, sewer, water, storm water connections to the building
6. Council consider a donation of \$75,000 to Tumut Bulls Rugby as described in item 5c above at a 2021/2022 quarterly budget review
7. Delegate the Chief Executive Officer to negotiate the provision of support as described in item 5 above with Tumut Bulls Rugby
8. Approve that the new facility will be owned, operated and maintained by Tumut Bulls Rugby at no cost to Council
9. Approve the transfer of the management of the Crown Land on which the new facility will be located from Council managed Crown land to Tumut Bulls Rugby managed Crown Land
10. Delegate the Chief Executive Officer to negotiate and progress the transfer of the management of the Crown Land on which the new facility will be located from Council managed land to Tumut Bulls Rugby managed land

BACKGROUND:

As presented by representatives for Tumut Bulls Rugby at the Councillor workshop held on the 15 April 2021, the club are proposing to build new club facilities at Jarrah Oval in Tumut.

Figure 1 below shows the proposed western elevation for the new building.

Figure 1



The presentation at the workshop was preceded by a couple of meetings between Council staff and representatives of Tumut Bulls Rugby held in November 2020 and February 2021 to discuss the project.

This included the provision of a budget estimate for the connection of water, sewer and stormwater to the new facility along with the provision of driveways and some carparking.

“As discussed, please see budget estimates below for water, sewer and stormwater along with driveways and some carparking. Please note budget estimate only at this stage and will require refinement as the detail is sorted.

- *Sealed driveway and car parking for 7 vehicles including 1 disabled space for approximately \$38,000. (dozens more parking spaces would be available on grassed areas.*
- *Sealed driveway to storage room roller door including turning area for \$14,000*
- *Sewer connection to existing service for \$12,000*
- *Water connection to existing service for \$6,000*
- *Storm water connection to existing for \$4,000*

Total approx. \$75k

Something like the sketch below - Note that this does not include any earthworks or retaining walls required for the building.



Subsequent to the meetings with staff and presentation to Council, the club have formally written to Council (email received 25 May 2021), requesting support, including financial support for the construction of the new club facility.

“We require from SVC the following documentation.

- 1. A letter of endorsement from SVC (signed by the Mayor) to support the project and also a priority ranking if there are other grants being sought by SVC in this round. Obviously we are seeking this to be the number 1 project as the application requires the local council to rank all applications that are lodged that fall within their jurisdiction.*
- 2. A “Land Owners Consent” from SVC granting permission for the building to be built on the land, this is in addition to the DA which will also be included.*
- 3. A letter from SVC stating their financial commitment for the project which is the \$75,000 contribution for the following works to be undertaken, disabled carpark, sewer, water, storm water connections to the building.*

We are seeking to have the application completed by the 15th of June to ensure we meet the required deadline of the 25th for submission and therefore your support in obtaining these outstanding matters would be very much appreciated."

REPORT:

In response to the request from Tumut Bulls Rugby, this report seeks the approval of Council for support, including financial assistance, for the construction of new club facilities at Jarrah Oval in Tumut.

Tumut Bulls Rugby are proposing to build new club facilities utilising multiple funding sources including a requested Council funded contribution of \$75,000.

The club have previously secured part funding through a Federal Government Grant for the construction of the new club facilities and are currently seeking further funding through Round 4 of the Stronger Country Communities Fund to incorporate enhanced female sporting facilities into the new building.

It should also be noted that Council Officers are also making application under Round 4 of the Stronger Country Communities Fund for the provision of enhanced female sporting facilities for the Bull Paddock Sporting Facility in Tumut. Council is required to rank all applications that are lodged under this funding and given the wider community benefits of the Bull Paddock project Council will be ranking this project as number one above the Tumut Bulls proposed project.

This report also recommends that the new club facilities will be owned, operated and maintained by Tumut Bulls Rugby at no cost to Council. This will require for the management of the Crown Land on the which the new facility will be located to be transferred from the management of Council to the management of Tumut Bulls Rugby.

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

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	The construction of the new club facilities will contribute to the liveability of the community by providing new sporting infrastructure and enhancing female participation in sport.	It is intended that the new club facility will be owned and operated by the Tumut Bulls Rugby Club which could limit access to the facility for other sporting groups.
Environmental	Nil	Nil
Economic	Outside of the initial financial Council contribution of \$75,000 it is intended that the new club facilities will be owned and operated by Tumut Bulls Rugby at no cost to Council.	Cost of donation and impact on budget of \$75,000.

	Positive	Negative
Governance	To enable for the new club facilities to be owned and operated by the club, the management of the Crown Land on the which the new facility will be located will need to be transferred from the management of Council to the management of Tumut Bulls Rugby.	

Financial and Resources Implications

The direct financial implication for Council is limited to the recommended financial donation of \$75,000.

Internal Council resources will be engaged in the transfer of land management and administration in handing over the site.

Council's current asset base of buildings and other structures at Jarrah oval has a current replacement cost of over \$522,000.00. By transferring this to the management of the Tumut Bulls, Council will decrease its annual depreciation by \$12,500 per year.

It is anticipated that Council will still be expected to undertake and commit to the current maintenance level of the oval and current facilities.

Policy, Legal and Statutory Implications:

The sourcing of funding and construction of new club amenities will be managed by Tumut Bulls Rugby

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Should Council remain land manager and therefore ownership of the proposed new facility Council will incur substantial additional financial costs associated with maintenance/upkeep and depreciation.

Construction of the facility if overseen/project managed by a third party/Bull Rugby Club poses a significant risk should Council remain as land manager, as Council could not ensure compliance with relevant WHS, Quality and Environmental requirements. Should this occur additional costs may be incurred to ensure compliance and a facility fit for public purpose.

OPTIONS:

Council may choose to adopt the recommendations as described in this report including making a financial contribution for the construction of the new club facilities.

Alternatively, Council may choose to amend the recommendation and not make a financial contribution to the new club facility.

COUNCIL SEAL REQUIRED:

Not required

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

- 1 20210601 - Letter of Support - Tumut Rugby Club - Dr Joe McGirr (under separate cover)
- 2 20210607 - Support of Joint Application - 2021 Stronger Country Communities Fund - Tumut Rugby Club - Sounthern Inland Rugby Union Inc. (under separate cover)
- 3 SCCF Project Applications - Tumut Bulls (under separate cover) - Confidential

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

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

EXECUTIVE SUMMARY:

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

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

Snowy Valleys Council has been allocated an additional \$1,743,632. Through this funding. It is intended that the funding will be available from 1 January 2022 with all projects to be completed by the end of 30 June 2023.

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

- Yaven Creek Road
- Mannus Glenroy Road
- Tumbarumba Swimming Pool pump system

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on Local Roads and Community Infrastructure Program Funding Round three.**
2. **Note the allocation of \$1,743,632 to Snowy Valleys Council, through the Australian Governments Local Roads and Community Infrastructure Program**
3. **Endorse proceeding with the delivery of the following high priority infrastructure projects funded through the Australian Governments Local Roads and Community Infrastructure Program.**
 - a. **Yaven Creek Road**
 - b. **Mannus Glenroy Road**
 - c. **Tumbarumba Swimming Pool**
4. **Authorise the Chief Executive Officer to negotiate and/or amend the project list as described in item 3 above, as required to comply with the Local Roads and Community Infrastructure Program funding arrangements.**

BACKGROUND:

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

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

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

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

- Councils will need to complete all project works by 30 June 2023 to receive their full nominal share of funding.
- Councils will also need to demonstrate that projects are additional to their pre-COVID-19 work program for 2020-22. If a project has been brought forward from a future work program it will be eligible for funding.

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

REPORT:

In anticipation of the requirements of the LRCI to identify local projects, the following proposed projects have been selected from Councils prioritised infrastructure project list based on criticality and community need. The projects outlined below are identified as part of Council's renewal program for road assets and target key agricultural and forestry industry areas. Furthermore, the assets maintenance costs are trending upwards with the increased deterioration of the assets noticeable.

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

Project	Nominated Funding
Yaven Creek Road	\$900,000
Next stage of pavement strengthening from Snowy Mountains Highway Including improvements to road safety	
Mannus Glenroy Road	\$743,632
Strengthening of pavement from Jingellic Road (MR85) to the Munderoo Access Road	
Tumbarumba Swimming Pool	\$100,000
Replacement of aged filtration and chlorination systems that are failing	

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

Theme 5: Our Infrastructure

Delivery Outcomes

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

SUSTAINABILITY ASSESSMENT:

The projects assessed for submission to Council for this program are the renewal of assets in line with Council's Asset Management Strategy and are focussed on the renewal of assets. The targeted assets are either showing signs of failure or starting to fail and are at the end of their useful life. By acting on these assets now, we will continue to provide the service level expected by the community and will move to be ahead of the modelled infrastructure shortfall forecast in the next 10 years.

Financial and Resources Implications

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

Costs and Benefits:

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

The projects identified are not subject to current pending grant applications and focus on the renewal of assets in line with Council's asset hierarchy. By undertaking these projects, there will be negligible impact on the whole of life costing as this is an asset renewal for Council and a reduction in maintenance spend on these assets when renewed.

Future strategic planning will include future opportunities and identification of funding opportunities for the renewal of assets within Council's portfolio.

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Failure to deliver the funded works by 30th June 2023 could impact on both the reputation and business of the organisation and withdrawal of the funding.

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

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

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

ATTACHMENTS

Nil

11. MANAGEMENT REPORTS**11.3 ADOPTION OF THE SNOWY VALLEYS COUNCIL CHILDREN'S SERVICES STRATEGIC PLAN**

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

EXECUTIVE SUMMARY:

The purpose of this report is to present to Council the draft Snowy Valleys Council Children's Services Strategic Plan for adoption. The draft Snowy Valleys Council Children's Services Strategic Plan was considered by Council at its Ordinary Meeting held on 25 March 2021. At that meeting Council resolved to release the plan for public exhibition. The plan was then on public exhibition for forty-two days.

Three submissions were received regarding the plan. As a result minor changes have been made to the plan and these are detailed in the report.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive the report on Adoption of the draft Snowy Valleys Council Children's Services Strategic Plan.**
- 2. Adopt the draft Snowy Valleys Council Children's Services Strategic Plan with the changes detailed in this report.**
- 3. Authorise the Chief Executive Officer to implement the adopted Snowy Valleys Council Children's Services Strategic Plan.**

BACKGROUND:

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

The developed Draft Snowy Valleys Council Children's Services Strategic Plan 2021-2025 provides a strategic framework to support a Children's Services vision to provide quality, affordable education and care services that meet the needs of families and communities accessing the Council's Children's Services now and into the future.

REPORT:

The draft Snowy Valleys Council Children's Services Strategic Plan was placed on Public Exhibition from 25 March 2021 to 03 May 2021.

One internal submission was received via email and two external submissions were received to Council's "Your Voice" on the website. All three submissions were responded to.

The changes made to the plan from the submissions are as follows:

- "Council" was added after Snowy Valleys in the document to delineate the plan as Council's Children's Services plan.
- The plan date was changed from 2020 – 2025 to 2021- 2025.
- Correcting typing and grammatical errors.

- Correcting operational information for Puggles which was operating out of six venues when the plan was written and is now operating out of five venues.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

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

Financial and Resources Implications

- Year one actions of the Draft Children's Services Strategic Plan are included in the draft operational plan. These actions are costed in the draft budget for 2021 – 2022, and the yearly actions for the next five years will be treated the same.
- Children's Services are currently operated on a full cost recovery basis, the draft strategic plan does not propose to change that approach.

Costs and Benefits:

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

Policy, Legal and Statutory Implications:

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

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

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

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

OPTIONS:

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

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:Internal Consultation

The draft Snowy Valleys Council Children's Services Strategic Plan was circulated internally to staff. Feedback from one staff member was received. The feedback related to operational aspects and has been included in the action plan for each relevant year of the plan.

The staff member the feedback was received from has been contacted by the Manager Community Services and how the feedback will be included was discussed.

External Consultation

Submission Number	Submission Summary	Comments
Respondent 1 (ID3096897)	<ul style="list-style-type: none"> • Thought the plan was for all children's services across the LGA. • Would like the development of a strategic plan for children's services across the LGA. 	<p>An email explaining the plan was forwarded to the respondent. This was followed up by a telephone conversation.</p> <p>Suggestion was made to raise the development of a strategic plan at the next external local government area children's services meeting.</p>

Submission Number	Submission Summary	Comments
Respondent 2 (ID3100762)	<ul style="list-style-type: none">• Highlighted typing and grammatical errors.• Concerns with the dates of the plan.• Puggles venue information was wrong.	These have been changed in the document. This has been changed in the document. This has been changed in the document.

ATTACHMENTS

- 1 DRAFT Children's Services Strategic Plan (under separate cover)

12. MINUTES OF COMMITTEE MEETINGS**12.1 MINUTES - AUDIT RISK AND IMPROVEMENT COMMITTEE - 05 MAY 2021**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Minutes – Audit Risk and Improvement Committee – 05 May 2021**
2. **Note the Minutes of the Audit Risk and Improvement Committee meeting held on 05 May 2021**
3. **Adopt the Audit Risk and Improvement Committee Terms of Reference SVC-TofR-006-06 as endorsed by the Audit Risk and Improvement Committee at the 05 May 2021 meeting.**

BACKGROUND:

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

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

In discharging its responsibilities, the Committee reviews and considers:

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

REPORT:

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

- Risk Management and Internal Audit Framework
 - The Office of Local Government gave a verbal update and presentation regarding the status and pending changes to the Risk Management and Internal Audit Framework for Local Councils.
- External Audit 2021 Update
 - A verbal report was given by the external auditor
- Chief Executive Officer's Confidential Report
 - A verbal report was given by the Chief Executive Officer
- Project Status Report

- The Program Management Office 2018-2019 and 2019-/2020 major projects program and project management group project were discussed.
- Council Integrated Planning and Reporting Documents 2021/22, including Long Term Financial Plan
 - Examined and discussed the IP&R documents for 2021-2022
- 2020-2021 Operational Plan – Third Quarter
 - Examined and discussed the current progress of the operational plan
- Regional Community Strategic Plan Brief
 - Received the report
- Safety, Risk and Quality Committee Quarterly Report
 - Examined and discussed the Safety Risk and Quality Committee Quarterly Report
- Audit Office NSW Performance Audit
 - Received and noted the Audit Office NSW – Performance Audit – Business and Service Continuity Arrangements for Natural Disasters
 - Noted that future updates on the performance audit are included in the Safety, Risk and Quality Committee Quarterly Report
- Audit Risk and Improvement Committee Terms of Reference
 - Endorsed the Terms of Reference SVC-TofR-006-06 to be presented to May Council meeting for adoption.
- Review of Previous Audit Recommendations and Actions
 - Examined and discussed the report
 - Endorsed for the Safety Risk and Improvement Committee to review the
 - Safety Risk and Quality Committee Terms of Reference
 - Audit Matrix Business Rules
- Audit Matrix
 - Closed five recommendations from the Audit Matrix
 - Request for Telstra Report for IT be reported to the August 2021 Audit Risk and Improvement Committee meeting
- Action Report
 - Closed out four items from the Action Plan

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

4.5.5 Undertake 2 internal audits annually

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

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

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

The Committee is charged with the responsibility of:

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

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

- 1 20210525 - Minutes - Audit Risk and Improvement Committee (under separate cover)
- 2 Audit Risk and Improvement Committee Terms of Reference SVC-TofR-006-06 (ID3098700) (under separate cover)

12. MINUTES OF COMMITTEE MEETINGS**12.2 MINUTES - LOCAL TRAFFIC COMMITTEE - 26 MAY 2021**

REPORT AUTHOR: ROAD SAFETY OFFICER
RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE

EXECUTIVE SUMMARY:

This report presents to the Council the minutes of the meeting held on Wednesday, 26 May 2021.

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive this report on the Local Traffic Committee meeting held on the 26 May 2021.**
2. **Note the Minutes of the Local Traffic Committee meeting held on the 26 May 2021 attached to this report.**
3. **Endorse the following recommendations from the minutes:**
 - a) **Item 4.1 – McAuley Catholic Central School Traffic Arrangements:-**
 - i. Receive the report on changes to the school zone at McAuley Catholic Central School be investigated to promote safer and efficient traffic flow especially with the proposed road works at the Snowy Mountains Highway/ Gocup Road/Capper Street intersection.
 - ii. Note that a speed zone assessment has been requested by the community to extend the time duration of the speed zone to encompass the total time of the school operation from the “school zone times.”
 - iii. That a design be prepared for an enhanced pedestrian facility across Capper Street, between the two Campuses of McAuley Catholic School. This design would be submitted as an application for funding for enhanced school crossings.
 - iv. That the changes be made to the school bus runs (an arrangement between TfNSW and the School bus operator) and that designs be prepared for alterations to the school bus stop zones.
 - v. That designs be prepared for a parallel “kiss and drop” zone adjacent to the primary and infants’ Campus along Capper Street.
 - b) **Item 4.2 – Pedestrian Arrangements for Bridge Street, Tumbarumba:-**
 - i. Receive this report on changes to the school zone at Bridge Street between the two schools including the installation of flashing school zone lights and an extra school zone crossing and installation of a parking zone at the Medical Centre.
 - ii. That designs be prepared for road blisters at the intersection of Murray Street and Bridge Street where signs incorporating flashing “School Zone” lights can be installed.
 - iii. That designs be prepared for a pedestrian facility between the two (2) Schools’ along Murray Street that cross Bridge Street. The designs should include additional optional crossings to cross Murray Street, parallel to Bridge Street.
 - c) **Item 4.3 – Traffic Calming Measures for Blueberry Farm Road:-**
 - i. Receive the report on investigations and supports the installation of traffic calming measures to Blueberry Farm Road, Taradale.
 - ii. Traffic Calming measures would include the enhancement CAMS and other advisory signs. An induction program is recommended for the employer to provided Contractors

and seasonal works, that covers driving at safe speeds and driving to the conditions (the actual speed limit).

d) Item 4.4 – Tumbarumba to Rosewood Marathon:-

- i. Receive the report on request that Council supports the application to hold a running event along the Tumbarumba to Rosewood Rail trail for Saturday 9th October.

BACKGROUND:

The Local Traffic Committee is primarily a technical review committee with representatives from Transport for NSW, NSW Police, representatives of elected Members of Parliament and council representatives related to traffic control devices, facilities and events related to roads and transport within the Local Government Area that are not State nor Federal Roads.

A copy of the Local Traffic Committee Minutes along with the relevant reports to the Local Traffic Committee are attached to this report.

REPORT:

The reports presented to the Local Traffic Committee held on the 26 May 2021 along with the agenda and minutes are attached to this managerial report.

The next meeting of the Local Traffic Committee is scheduled for the 26 August 2021. This meeting will be held in Tumut with Zoom Access.

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 5: Our Infrastructure

Delivery Outcomes

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

Operational Actions

5.3.1 Deliver a Road Safety Program in partnership with neighbouring Council and Transport for NSW

SUSTAINABILITY ASSESSMENT:

Sustainability assessments for each of the items considered by the Local Traffic Committee are referenced in the specific reports.

Financial and Resources Implications

Internal resources are utilised to prepare the reports for the Local Traffic Committee and the provision of executive support of the committee.

The delivery of traffic safety initiatives proposed by the Local Traffic Committee are subject to the availability of funding. Council has an allocated budget for the commencement of some road safety initiatives. The items outlined in this report will be actioned as time and resources are available.

Policy, Legal and Statutory Implications:

The requirements for Council to maintain a Local Traffic Committee are pertained within the Roads Act 1993, with Terms of Reference being provided by Transport for NSW (A Guide to the Delegation to Councils for the Regulation of Traffic (including the operation of Traffic Committees) RTA 2009).

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk Management Assessments are provided with Special Event Applications.

Risk Management is considered as part of the initiatives by the Local Traffic Committee and referred to in the reports.

OPTIONS:

Council may choose to:

- Endorse the recommendations made by the Local Traffic Committee as described in this report and its attachments.
- Endorse the recommendations made by the Local Traffic Committee as described in this report and its attachments with amendments.
- Reject or defer the report.

ATTACHMENTS

- 1 Minutes - Local Traffic Committee Meeting held 26 May 2021 (under separate cover)

12. MINUTES OF COMMITTEE MEETINGS**12.3 MINUTES - GLENROY HERITAGE RESERVE COMMITTEE - 2 MAY 2021**

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

RECOMMENDATION:**THAT COUNCIL:**

1. **Receive the report on the Minutes – Glenroy Heritage Reserve Committee – 2 May 2021**
2. **Note the Minutes of the Glenroy Heritage Reserve Committee meeting held on 2 May 2021.**

BACKGROUND:

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

This committee also controls the letting of the facility, the cleaning of the facility, the daily operations of the museum and craft centre and purchasing of furniture and fittings for the museum.

The Glenroy Heritage Reserve Management committee also manages the Pioneer Women's Hut museum functions through a subcommittee called the Pioneer Women's Hut committee. This subcommittee report directly to the Glenroy Heritage Reserve Management Ccommittee.

Current Councillor Delegate is Cr Julia Ham.

REPORT:

Ordinary Meeting held at Glenroy Heritage Reserve dining room on Sunday 02/05/2021, commencing at 1.30pm. A summary of matters discussed at the meeting is set out below.

Attendance:

Present at meeting: Anne Thoroughgood, Neil Christie, Stephen Weeks, Brenda Wigget, Annelies Leaver, Colleen McAuliffe, Kylie Bradley, (SVC Representative), Bruce Wright. (Councillor Delegate)

Apologies: Cr Julia Ham, Sophie Gairn

GENERAL BUSINESS

- Neil (President) stated that the water issue has been fixed. It was suggested to supply a timer for the tank.
- Disabled toilet door is still an issue – the door can be opened from the inside when locked. The issue has been passed on to council.
- Resignation of Yvonne Albert.
- Julie Button is happy to take on Yvonne's hours during the week. Glenis Hawkins is willing to clean 3hrs per month. Volunteers are willing to cook and help for a little while. A paid position needs to be discussed with council.
- Brian Button is able to help out with maintenance and owing around the craft shop.
- Stephen Weeks offered to take e-mails from the information centre. Anne Thoroughgood would like to stay informed with two people needing to know the details of the booked visits.

- Patience and consideration is needed while we try to build up the coach groups.
- Neil Christie and Annelies Leaver have advised that they will be resigning at the next AGM.

AGENDA ITEMS

The AGM meeting will need to be held in July 2021 – date to be confirmed.

The next ordinary meeting of the Glenroy Heritage Reserve will be held on Sunday the 8 August 2021, commencing at 1.30pm

Meeting closed 3.10pm

LINKS TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

CSP Outcome 2028

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

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

Costs and Benefits:

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

Policy, Legal and Statutory Implications:

Local Government Act 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Risk Management is the responsibility of Council and the committee.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

- 1 Glenroy Heritage Reserve Committee - 2 May 2021 - Minutes plus Treasurers Report (ID3105071) (under separate cover)

12. MINUTES OF COMMITTEE MEETINGS**12.4 MINUTES - TALBINGO PROGRESS AND RATEPAYERS ASSOCIATION COMMITTEE MEETINGS - 13 APRIL 2021 AND 2 JUNE 2021****REPORT AUTHOR:** CHIEF EXECUTIVE OFFICER**RESPONSIBLE DIRECTOR:** CHIEF EXECUTIVE OFFICER**RECOMMENDATION:****THAT COUNCIL:**

- 1. Receive the report on the Minutes – Talbingo Progress and Ratepayers Association – 13 April 2021 and 2 June 2021;**
- 2. Note the Minutes of the Talbingo Progress and Ratepayers Association meeting held on 13 April 2021 and 2 June 2021.**

BACKGROUND:

The Talbingo Progress and Ratepayers Association provides civic leadership to the Talbingo community as well as stimulate the ongoing economic community, social and cultural prosperity of the community of Talbingo and its environs.

REPORT:

The Association held an extra meeting on 13 April 2021 for committee members to discuss the draft constitution for a new independent incorporated body. Representation by Snowy Valleys Council to this meeting was not required.

The next meeting was held as a public meeting on 28 April in order to identify office bearers for the new committee. This meeting was attended by the Chief Executive Officer, Councillor representative Cr Cate Cross and committee members/Talbingo residents.

The Chief Executive Officer and Councillor representative were unable to attend the Association's 2 June 2021 meeting, however met prior to the meeting via teleconference and provided further advice of Council's requirements regarding the Association's dissolution:

- An example of wording required by Council for the Association's resolution to dissolve
- Records retention by Council
- Advice regarding insurance for the new entity
- Feedback on the draft constitution for the new entity

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

Theme 4: Communication & Engagement

Delivery Outcomes

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

Operational Actions

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

Financial and Resources Implications

Nil.

Policy, Legal and Statutory Implications:

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

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Evaluation of the risk of dissolution was included in the original report to Council.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Ongoing attendance to Association meetings by SVC representatives and continued support provided for the Association towards incorporation.

ATTACHMENTS

- 1 Minutes - Talbingo Progress and Ratepayers Association meeting held 13 April 2021 (under separate cover)
- 2 Minutes - Talbingo Progress & Ratepayers Association meeting held 2 June 2021 (under separate cover)

12. MINUTES OF COMMITTEE MEETINGS**12.5 MINUTES - TOOMA RECREATION RESERVE - AGM 19 NOVEMBER 2020**

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

RECOMMENDATION:**THAT COUNCIL:**

1. Receive the report on the Minutes -Tooma Recreation Reserve – AGM 19 November 2020
2. Note the Minutes of the Tooma Recreational Reserve AGM meeting held on 19 November 2020.

BACKGROUND:

The Tooma Recreational Reserve was established as a Section 355 Committee with the objective of providing management of the Tooma Recreation Reserve and to stimulate the ongoing social and cultural prosperity to the village of Tooma around this Reserve.

REPORT:

The Tooma Recreational Reserve conducted their Annual General Meeting on 19th November 2020.

At meeting held on 19th November 2020 the following General Business items were discussed (as attached):

- Tooma Christmas Tree – Saturday 19th December
 - Specific attention was provided to Covid Compliance
- Options for other activities, however these were confirmed to be not related to the 355 Committee and would be operated by a separate Incorporated body if they progressed.

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

Theme 1: Towns and Villages

Delivery Outcomes

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

Operational Actions

5.2.2 Maintain Open Space, Pools, Facilities and Street Trees in accordance with agreed levels of service

SUSTAINABILITY ASSESSMENT:

Nil

Financial and Resources Implications

Nil

Costs and Benefits:

Nil

Policy, Legal and Statutory Implications:

Local Government Act 1993

RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

- 1 20201119 - Minutes - AGM - Tooma Recreation Reserve Committee (ID3078699)
(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 SOFTWOODS WORKING GROUP - GROWING LOCAL ECONOMIES FUNDING SUPPORT

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.