



SNOWY VALLEYS COUNCIL ORDINARY MEETING

AGENDA

Thursday, 16 November 2023

THE MEETING WILL BE HELD AT 2:00 PM
COUNCIL CHAMBERS 76 CAPPER STREET TUMUT / VIA VIDEO
LINK

Statement of Ethical Obligations

Councillors are reminded of the oath or affirmation of office they made under section 233A of the Local Government Act 1993 and the obligation under Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

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 General Manager.

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. All public forums will be audio/visual recorded and live streamed as part of the Council meeting.
- 4.2** Public Forums may be held by audio-visual link.
- 4.3** Public forums are to be chaired by the mayor or their nominee.

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

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



Thursday, 16 November 2023

Council Chambers 76 Capper Street Tumut / Via Video Link

2:00 PM

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1. PUBLIC FORUM

Subject to availability, Commissioner Rob Rogers and Deputy Commissioner Kyle Stewart from NSW Rural Fire Service (RFS) to address council via video link regarding preparedness of the NSW RFS for the 2023/2024 fire season; status of the Heads of Agreement with the NSW RFS for the construction of a new Fire Control Centre at the Tumut Aerodrome; status of the new Zone Service Level Agreement; and status of the occupation of a Hanger at the Tumut Aerodrome.

2. ACKNOWLEDGEMENT OF COUNTRY

Snowy Valleys Council proudly acknowledges the traditional owners and custodians of this land and water and pay respects to their Elders past and present.

3. APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE

4. 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.

5. CONFIRMATION OF MINUTES

5.1. MINUTES - ORDINARY COUNCIL - 17 OCTOBER 2023

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting held on 17 October 2023 be received and confirmed as an accurate record.

Attachment 1 - 20231017 - DRAFT Minutes - Ordinary Council



ORDINARY MEETING

MINUTES

Tuesday, 17 October 2023

THE MEETING WAS HELD AT 2:03 PM
COUNCIL CHAMBERS 76 CAPPER STREET TUMUT
AND VIA VIDEO LINK

Mayor

Interim General Manager



Tuesday, 17 October 2023

Council Chambers 76 Capper Street Tumut and Via Video Link

2:03 PM

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76 Capper Street Tumut and Via Video Link on Tuesday, 17 October 2023

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Mayor

Interim General Manager

PRESENT: Mayor, Cr Ian Chaffey (Chair), Cr Johanna (Hansie) Armour, Cr Julia Ham, Cr Sam Hughes, Cr James Hayes, Cr Mick Ivill, Cr Brent Livermore, Cr Trina Thomson

IN ATTENDANCE: Interim General Manager, Steven Pinnuck, Director Community & Corporate Jessica Quilty, Manager Finance Parthiv Parekh, Manager Growth & Activation Nick Wilton, Manager Technical Services Glen McGrath, Manager Utilities, Open Space & Facilities Brad Beed

1. ACKNOWLEDGEMENT OF COUNTRY

An acknowledgement of the traditional custodians of the land was delivered by the Mayor, Cr Chaffey.

2. APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE

Nil.

3. DECLARATIONS OF PECUNIARY INTEREST

Nil.

4. CONFIRMATION OF MINUTES

4.1. MINUTES - ORDINARY COUNCIL - 21 SEPTEMBER 2023

M201/23 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 21 September 2023 be received and confirmed as an accurate record.

Cr Brent Livermore/Cr Mick Ivill

CARRIED UNANIMOUSLY

5. CORRESPONDENCE/PETITIONS

Nil.

6. NOTICE OF MOTION/NOTICE OF RESCISSION

6.1. NOTICE OF MOTION: NSW ACKNOWLEDGEMENT OF LONG-TERM FINANCIAL SUSTAINABILITY CHALLENGES

MOTION:

THAT COUNCIL:

Call upon the NSW Government to acknowledge the long-term financial sustainability challenges of local government, and to specifically address:

1. The detrimental impacts on council financial sustainability as a result of cost-shifting to local government by both the Federal and NSW Governments, such as:
 1. The emergency services levy for Snowy Valleys Council being \$786, 707 in the 2023/24 financial year;
 2. The requirement to provide concessions (e.g. pensioner concessions) without adequate compensation payments;
 3. The failure to provide appropriate indexation for fees and charges prescribed under State legislation;
 4. The vesting of Rural Fire Service assets in council, leaving councils to bear the cost burden of depreciation;
 5. The transfer of management of Crown Lands to local councils without appropriate compensation to alleviate the financial and resource burden on councils
2. The antiquated rating system and its restrictions on a council's ability to raise appropriate levels of revenue to fund the provision of an increasing range of services to their communities;
3. The impediment of maintaining Rural Centre employment numbers for merged councils in achieving long term efficiencies and savings;
4. The lack of ongoing operational funding for new and upgraded assets once they are commissioned under a capital funding stream;
5. The inequity of taxation distribution among the three tiers of Australian government, including the reduction of the Financial Assistance Grants Scheme grant as a percentage of total taxation revenue.
6. Further, that correspondence be forwarded to the Premier of NSW and the Minister for Local Government on the financial sustainability challenges of local government.

Cr James Hayes/Cr Mick Ivill

M202/23 RESOLVED to move into Committee of the Whole.

Cr Trina Thomson/Cr Julia Ham

CARRIED UNANIMOUSLY

M203/23 RESOLVED to move out of Committee of the Whole.

Cr Mick Ivill/Cr James Hayes

CARRIED UNANIMOUSLY

M204/23 RESOLVED:

THAT COUNCIL forward the following motion to LGNSW for consideration at the annual conference:

1. Call upon the NSW Government to acknowledge the long-term financial sustainability challenges of local government, and to specifically address:

The detrimental impacts on council financial sustainability as a result of cost-shifting to local government by both the Federal and NSW Governments, such as:

- (i) The emergency services levy for Snowy Valleys Council being \$786,707 in the 2023/24 financial year;
 - (ii) The requirement to provide concessions (e.g. pensioner concessions) without adequate compensation payments;
 - (iii) The failure to provide appropriate indexation for fees and charges prescribed under State legislation;
 - (iv) The vesting of Rural Fire Service assets in council, leaving councils to bear the cost burden of depreciation;
 - (v) The transfer of management of Crown Lands to local councils without appropriate compensation to alleviate the financial and resource burden on councils
2. The antiquated rating system and its restrictions on a council's ability to raise appropriate levels of revenue to fund the provision of an increasing range of services to their communities;
 3. The impact of maintaining Rural Centre employment numbers for merged councils in achieving long term efficiencies and savings;
 4. The lack of ongoing operational funding for new and upgraded assets once they are commissioned under a capital funding stream;
 5. The inequity of taxation distribution among the three tiers of Australian government, including the reduction of the Financial Assistance Grants Scheme grant as a percentage of total taxation revenue.
 6. Further, that correspondence be forwarded to the Premier of NSW and the Minister for Local Government on the financial sustainability challenges of local government.

Cr James Hayes/Cr Mick Ivill

CARRIED UNANIMOUSLY

7. MAYORAL MINUTE

Nil.

8. URGENT BUSINESS WITHOUT NOTICE

Nil.

9. GOVERNANCE AND FINANCIAL REPORTS

9.1. ATTENDANCE AT THE REGIONS RISING NATIONAL SUMMIT 13-14 SEPTEMBER 2023 BY CR JULIA HAM

M205/23 RESOLVED:

THAT COUNCIL:

1. Receive the report on the 2023 Regions Rising National Summit outcomes from Councillor Julia Ham.

Cr Julia Ham/Cr Trina Thomson

CARRIED UNANIMOUSLY

9.2. PROPOSED CHANGES TO THE CODE OF MEETING PRACTICE

M206/23 RESOLVED:

THAT COUNCIL:

1. Adopt the proposed updates to the *Code of Meeting Practice SVC-EXE-M-023-05*.
2. Include an alteration to 4.12 - that the General Manager or their delegate is to determine the order of speakers at the public forum but will normally be in the order in which speakers register.

Cr James Hayes/Cr Sam Hughes

CARRIED UNANIMOUSLY

9.3. 2024 SCHEDULE OF ORDINARY COUNCIL MEETING DATES AND TIMES

M207/23 RESOLVED:

THAT COUNCIL:

1. Approve the following Ordinary Council meeting dates for 2024 commencing at 2pm, Tumut Council Chambers: Thursday 15 February 2024, Thursday 21 March 2024, Thursday 18 April 2024, Thursday 16 May 2024, Thursday 20 June 2024, Thursday 18 July 2024, Thursday 15 August 2024, Thursday 19 September 2024, Thursday 17 October 2024, Thursday 21 November 2024, Thursday 12 December 2024; and
2. Approve the cancellation of the meeting in January 2024 unless there are extenuating circumstances and the Mayor deems it necessary to call an extraordinary meeting.

Cr James Hayes/Cr Mick Ivill

CARRIED UNANIMOUSLY

9.4. CHRISTMAS CLOSURE 2023**M208/23 RESOLVED:**

THAT COUNCIL:

1. Endorse the implementation of the operational arrangements outlined in the report for the 2023/24 Christmas/New Year period and that these details be published to the community; and
2. In accordance with Section 377 of the *Local Government Act 1993*, delegate authority to the Mayor and Interim General Manager or in their absence, to the persons acting in these roles, during the period of Council recess to jointly exercise the powers, authorities, duties and functions of Council which cannot reasonably be deferred to the first ordinary Council meeting following the Council recess. This period:
 - (a) Commencing at midnight on the day of the Council meeting held immediately before the recess period as approved by Council (14 December 2023) and
 - (b) Concluding at the time of commencement of the first Council meeting held immediately after the end of the recess period (15 February 2024) and noting that any such decisions are to be unanimous and circulated to Councillors for their information and will be reported to the first Ordinary Council meeting following the recess period.

Cr James Hayes/Cr Mick Ivill

CARRIED UNANIMOUSLY

9.5. DRAFT PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY - FOR PUBLIC EXHIBITION**M209/23 RESOLVED:**

THAT COUNCIL:

1. Endorse the Draft Payment of Expenses and Provisions of Facilities for Mayor and Councillors Policy SVC-EXE-PO-002-05 for public exhibition for a period of no less than 28 days;
2. Note if submissions are received during the exhibition, a further report will be provided to Council; and
3. Adopt the Payment of Expenses and Provisions of Facilities for Mayor and Councillors Policy SVC-EXE-PO-002-05 if no submissions are received on the day after the completion of the public exhibition period.

Cr Julia Ham/Cr Johanna (Hansie) Armour

CARRIED UNANIMOUSLY

9.6. DRAFT MEDIA AND SOCIAL MEDIA POLICY FOR PUBLIC EXHIBITION**M210/23 RESOLVED:**

THAT COUNCIL:

1. Endorse the Draft Media and Social Media Policy SVC-COR-PO-024-03 for public exhibition for a period of no less than 28 days;
2. Note if submissions are received during the exhibition, a further report will be provided to Council; and

Mayor

Interim General Manager

Snowy Valleys Council Ordinary Meeting Minutes

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3. Adopt the Media and Social Media Policy SVC-COR-PO-024-03 if no submissions are received on the day after the completion of the public exhibition period.

Cr Trina Thomson/Cr Julia Ham

CARRIED UNANIMOUSLY

9.7. PECUNIARY INTEREST RETURNS FOR COUNCILLORS DESIGNATED STAFF AND ARIC MEMBERS

M211/23 RESOLVED:

THAT COUNCIL:

1. Receive the report on Pecuniary Interest Returns for Councillors and Designated Staff;
2. Note the following Declarations of Pecuniary Interest Returns from Councillors and Designated Officers as at 30 June 2023 as listed in accordance with the Code of Conduct:

Councillors: Cr Johanna (Hansie) Armour, Cr Ian Chaffey, Cr Julia Ham, Cr James Hayes, Cr Samuel Hughes, Cr Michael Ivill, Cr John Larter, Cr Brent Livermore, Cr Trina Thomson;

Designated Staff:

General Manager-Ken Gouldthorp; Interim General Manager- Steven Pinnuck; Director Infrastructure & Works-Duncan Mitchell; Director Community & Corporate-Jessica Quilty; Manager Growth & Activation-Nicholas Wilton; Audit Risk & Improvement Committee Chairperson-Steven Walker and Committee Members-Carolyn Rosetta-Walsh & Melissa Tooke;

3. Approve for the redacted Pecuniary Interest Returns for the Councillors and Designated Staff to be placed on Council's website in accordance with the current Information and Privacy Commission Guideline 1.

Cr Mick Ivill/Cr Brent Livermore

CARRIED UNANIMOUSLY

9.8. PRESENTATION OF ANNUAL FINANCIAL STATEMENTS - YEAR ENDED 30 JUNE 2023

M212/23 RESOLVED:

THAT COUNCIL:

1. Adopt the Annual Financial Statements for the year ended 30 June 2023;
2. In accordance with Section 413(2)(c) of the *Local Government Act 1993*, authorise the Mayor, one other Councillor, the General Manager and the Responsible Accounting Officer to sign the "Statement by Councillors and Management" for the General and Special Purpose Financial Statements and lodge them with the Office of Local Government by 31 October 2023;
3. Note that the Annual Financial Statements will be placed on Council's website for public comment;
4. Invite the Audit Office of NSW and Crowe Australia to attend the Council meeting of 16 November 2023 to present the Auditor's Report; and
5. Note a Reserve Fund transfer of \$70,000 towards the Batlow Itinerant Workers Accommodation project from the Caravan Park Internal Reserve.

Cr Julia Ham/Cr James Hayes

CARRIED UNANIMOUSLY

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in Council Chambers,
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Mayor_____
Interim General Manager

9.9. STATEMENT OF INVESTMENTS - 30 SEPTEMBER 2023**MOTION:**

THAT COUNCIL:

1. Note the report on Statement of Investments - 30 September 2023

Cr Julia Ham/Cr Brent Livermore

M213/23 RESOLVED to move into Committee of the Whole

Cr Johanna (Hansie) Armour/Cr Julia Ham

CARRIED UNANIMOUSLY**M214/23 RESOLVED** to move out of Committee of the Whole

Cr Julia Ham/Cr Johanna (Hansie) Armour

CARRIED UNANIMOUSLY**M215/23 RESOLVED:**

THAT COUNCIL:

1. Note the report on Statement of Investments - 30 September 2023

Cr Julia Ham/Cr Brent Livermore

CARRIED UNANIMOUSLY**10. MANAGEMENT REPORTS****10.1. DONATION OF HERITAGE GOLD MINING EQUIPMENT****M216/23 RESOLVED:**

THAT COUNCIL:

1. Accept the donation of old gold mining equipment (Windlass Wheels) from Rodney & Margo Fifield to be displayed in the Mining Equipment Park above the entrance to the Adelong Falls Reserve;
2. Approve the amount of \$15,000 to fund the project from the building renewals capital works program; and
3. Authorise the Interim General Manager to enter into an agreement with the Fifield's to accept the donation on behalf of Council.

Cr Trina Thomson/Cr Julia Ham

CARRIED UNANIMOUSLY

11. MINUTES OF COMMITTEE MEETINGS

11.1. MINUTES - EXTRA-AUDIT RISK AND IMPROVEMENT COMMITTEE - 27 SEPTEMBER 2023

M217/23 RESOLVED:

THAT COUNCIL:

1. Note the Minutes of the Extra-Audit Risk and Improvement Committee held on 27 September 2023;
2. Note the following matters from the draft Financial Statements:
 - a. The 'cash position' and operational performance, highlighting the structural deficit of approximately \$5 million;
 - b. The effect of corporate churn on the operational performance and financial sustainability of Snowy Valleys Council;
 - c. That the 'own source operating revenue ratio' was lifted by the revaluation of water and sewer assets;
 - d. The potential risks of State and Federal government decisions including rates of Emergency Services Levy, Pensioner Rebates and the reporting on RFS Assets;
 - e. The credit risk associated with the proportional increase in the 'gross carrying amount' of outstanding rate debtors;
 - f. Any impact on performance related to 'employee benefits and on-costs', impact of reduced staffing levels and consideration of contractor cost inflation; and
 - g. The risk of financial sustainability for the rehabilitation of waste facilities and quarries may be impacted by the rehabilitation strategies currently being developed.

Cr Julia Ham/Cr Brent Livermore

CARRIED UNANIMOUSLY

11.2. MINUTES - TUMBARUMBA FLOODPLAIN RISK MANAGEMENT COMMITTEE MEETING - 25 SEPTEMBER 2023

M218/23 RESOLVED:

THAT COUNCIL:

1. Note the Minutes of the Tumbarumba Floodplain Risk Management Meeting held on 25 September 2023; and
2. Adopt the following recommendation from the minutes:
 - 2a. Endorse the amendment of the Terms of Reference to adopt the change in Point 6(b), Item 3 to state 'NSW State Emergency Service'.

Cr Brent Livermore/Cr Mick Ivill

CARRIED UNANIMOUSLY

12. CONFIDENTIAL

M219/23 RESOLVED:

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

12.1 CONFIDENTIAL - RFT 2022-07 - CONSTRUCTION OF AMENITIES BLOCK BULL Paddock TUMUT

Item 12.1 is confidential under the *Local Government Act 1993* Section 10A (2) (d)ii as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of the council and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Cr Julia Ham/Cr Trina Thomson

CARRIED UNANIMOUSLY

The meeting was closed to the public at 3.13pm.

12.1. CONFIDENTIAL - RFT 2022-07 - CONSTRUCTION OF AMENITIES BLOCK BULL Paddock TUMUT

M220/23 RESOLVED:

THAT COUNCIL:

1. In accordance with Section 178 (3)(e) Local Government (General) Regulation 2021:
 - (a) Reject all offers for Request for Tender (RFT) 2022 - 07 including the tender awarded to Gundagai Construction Services for the Construction of female change rooms and amenities at the Bull Paddock, Tumut as that company can no longer deliver the project for their original lump sum Tender Price;
 - (b) Not invite fresh tenders, because it is considered that re-tendering, rather than negotiating, will not attract additional suitable submissions and will delay the project;
2. Authorise the Interim General Manager or delegate to enter into direct negotiation with all the original tenderers and other suitable contractors for the construction of female change rooms and amenities at the Bull Paddock, Tumut based on an amended project scope;
3. Authorise the Interim General Manager at the end of successful negotiations to enter into a contract with suitably qualified contractors for the construction of female change rooms and amenities at the Bull Paddock, Tumut;
4. Upon execution of the Contract, advertise information relating to the successful award of the project in accordance with the *Government Information (Public Access) Act 2009* - Part 3 Division 5 - Government Contracts with Private Sector;
5. Treat matters in the Confidential Report specified in Sections 10A(2)(d)(i) as confidential and remain confidential until Council determines otherwise; and
6. Note that the proposed project scope changes to reduce costs and bring the project within the grant funded budget will be brought to a Council Workshop prior to Council undertaking any "reject and negotiate" process with any companies deemed suitable to deliver the project.

Cr Trina Thomson/Cr Mick Ivill

CARRIED UNANIMOUSLY

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Mayor

Interim General Manager

13. MEETING CLOSURE

M221/23 RESOLVED to move back into open council.

Cr Julia Ham/Cr Sam Hughes

CARRIED UNANIMOUSLY

The Interim General Manager provided a verbal report on the resolutions from the closed Confidential session.

There being no further business the meeting closed at 3.40pm.

6. CORRESPONDENCE/PETITIONS

7. MAYORAL MINUTE

8. NOTICE OF MOTION/NOTICE OF RESCISSION

Nil

9. URGENT BUSINESS WITHOUT NOTICE

10. GOVERNANCE AND FINANCIAL REPORTS

10.1. COUNTRY UNIVERSITIES CENTRE

REPORT AUTHOR: INTERIM GENERAL MANAGER

EXECUTIVE SUMMARY:

The purpose of this report is to present to Council on the formation of a Working Group that will assist with the submission of a grant application for funding for a Country Universities Centre (CUC) in the Snowy Valleys Council Local Government Area (LGA). The inaugural Working Group met on 20 October 2023 to work toward the development of a budget proposal, capital works plan and business case for the funding application.

If funding is successful, and confirmation of the project is to commence, one of the first activities would then be to establish an Incorporated Association. The Incorporated Association would stand alone from Council, however would not preclude Councillors from holding a position on the Board, in a personal capacity only.

RECOMMENDATION:

THAT COUNCIL:

1. **Note the report on the progression and formation of a Working Party for Country Universities Centre.**

BACKGROUND:

At the 17 August 2023 Ordinary Meeting of Council a Mayoral Minute was considered and resolved:

MAYORAL MINUTE - COUNTRY UNIVERSITIES CENTRE

M144/23 RESOLVED:

THAT COUNCIL:

1. Form a Country Universities Centre Working Party consisting of one councillor being Mayor Chaffey, with Cr Julia Ham nominated as alternate and one staff member being Director Community & Corporate to progress the establishment of a Country Universities Centre in Tumut;
2. The Country Universities Centre Working Party actively seek funding;
3. Receive a report to the November 2023 Ordinary Meeting of Council on the progress of the Country Universities Centre Working Party.

Cr Ian Chaffey

CARRIED UNANIMOUSLY

REPORT:

Following the 17 August 2023 resolution, a Working Party was established consisting of Mayor Chaffey, Cr James Hayes, Cr Julia Ham and the Interim General Manager Cr Julia Ham, as well as the following community members:

- Hugh Packard, ex VALMAR CEO
- Catherine Anderson, Educator with Kurrajong Therapy Plus
- Jo Stroud, Tumut High School Careers Advisor
- Lorraine Wysman, Principal PRD Tumut

An inaugural (virtual) meeting was held on Friday 20 October 2023 during which initial steps were discussed and an action plan formulated.

The Working Party is assisted by Bill Hurditch - Fifth Estate, Rebecca Iliffe - Turnstone Projects, Chris Ronan - CEO of the Cooma Country Universities Centre (CUC) and Dean Lynch - Chair of the Cooma CUC.

Funding Announcement

Minister for Education, Jason Clare MP visited the CUC Goulburn in November and opened the next funding round (Attachment 1 - [Bringing university closer to more regional Australians: Applications open for new Regional University Study Hubs | Ministers' Media Centre \(education.gov.au\)](#)).

Applications are now open for 10 new Regional University Study Hubs and will close 15 December 2023. There will be a second round offered at a later date.

Applications will be assessed by a panel as part of a competitive process, with the new Hubs expected to be operational from mid-2024.

Funding Submission

Support for the funding submission will be provided via Bill Hurditch, Principal of Fifth Estate Strategic Advisors, with the Working Party building the case for why a CUC is needed.

The Working Group has been in regular communication with Chris Ronan, CEO of the Cooma CUC. Chris has provided the information required for a Centre establishment as well as a preliminary facilities guide which provides criteria that would increase the likelihood of a successful funding application while ensuring the facility is fit for local needs.

At this stage, the preferred location would be in the former Tumut Shire Council Chambers, corner of Capper and Wynyard Streets, currently housing Community Transport and two other organisations.

Next steps

Another meeting will be held to review steps taken to date before development of a budget proposal, capital works plan and business case for the funding application.

The Working Group will also be investigating other potential partners for the project to strengthen the funding application.

A day trip for members of the Working Party to visit the Cooma CUC has been scheduled for 30 November 2023 and will include a lunch meeting with Dean Lynch.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 1 - Our Community

Community Strategic Plan Strategic Objectives

CSP1 Our communities are connected and inclusive. Supported by services that nurture health, wellbeing and identity

Delivery Program Principal Activities

1.1 Provide services that support our community in all stages of life

1.2 Provide and maintain community spaces that encourage activity and wellbeing

FINANCIAL AND RESOURCES IMPLICATIONS:

The initiation of a Tumut-based Country Universities Centre would be initially dependent upon seed funding sourced from the Working Party's funding submission.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

N/A

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

A risk management profile will be developed for the project following the next meeting of the Working Group.

OPTIONS:

1. Adopt as per recommendation set out in this report - preferred option.
2. Decline the recommendation set out in this report.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A.

ATTACHMENTS

1. Media Release - Regional University Study Hubs - Minister for Education - Jason Clare MP
(Under separate cover)

10.2. ATTENDANCE - 2023 DIGITAL AGRIFOOD SUMMIT 11-12 OCTOBER WAGGA WAGGA - CRS HAM AND ARMOUR

REPORT AUTHOR: COUNCILLOR JULIA HAM AND COUNCILLOR HANSIE ARMOUR

EXECUTIVE SUMMARY:

Councillor Ham and Councillor Armour attended the 2023 Digital Agrifood Summit in October and have provided the following report on the outcomes.

RECOMMENDATION:

THAT COUNCIL:

- 1. Note the report on the 2023 Digital Agrifood Summit outcomes from Councillor Julia Ham and Councillor Hansie Armour.**

BACKGROUND:

The 2023 Digital Agrifood Summit was held on the 11th and 12th of October 2023 in Wagga Wagga.

Council's policy *Payment of Expenses and the Provision of Facilities to the Mayor and Councillors*, section 6.33, states: Councillors attending conferences will provide a written report to an open council meeting on the outcomes of the conference within one month of the Councillors' attendance at the conference.

REPORT:

The following overview of the Summit has been provided by Councillor Julia Ham and Councillor Hansie Armour.

Hansie and I attended the Digital Agrifood Summit on the 13th and 14th of October. We decided to attend this summit with the knowledge that 16.2% of SVC's industry is in agriculture. This was an opportunity to keep up to date with trends and innovations in the agricultural field.

The Summit had many impressive speakers covering topics of financial sustainability, resource management (using less chemicals and fertiliser), conservation farming and Long-Term Viability. There was a strong focus on the importance of collecting data particularly pertaining to the environment, social and governance (**ESG**).

The keynote speaker from Canada, Laura Kilcrease from Alberta Innovates, pointed out that the world population will be 9 billion people by 2050. We have to be smart if we are to feed all those people. Australia is the 8th biggest importer into Canada. Wine is a very popular import. Laura's concerns in agriculture were: food security, climate impacts and rising input costs. These are mirrored in the SVC agricultural industry.

Artificial Intelligence (AI) is predicted to grow by 20% or more in the next ten years. It is hoped this will save labour costs and time. I

The average farmer is now 56 years old. Forty percent plan to retire in the next ten years. At this stage only 12% have a succession plan. Farmers need to be encouraged to look to the future.

Michael Whitehead, Head of Agribusiness Insights ANZ, said there is a decline in people willing to do manual labour. It is getting harder and harder to get. The two-generation farm is back.

Jacqui McGlade from Downforce Technologies talked about the importance of decarbonising your own operations. She has the high ambition for all agriculture to work towards net-zero. This is relevant to SVC. Products need to show they are environmentally sustainable. Standards and certification are becoming more important. It is important in a council area with so many trees and forests to value our carbon assets.

It is important to educate farmers to adopt low emission farming methods thereby supporting sustainable good farming.

Su McCluskey, the first Special Representative for Australian Agriculture, spoke at the summit and referenced the United Nations 17 goals for sustainable development. <https://sdgs.un.org/goals>. It is important how we act locally. For every Australian we feed locally, we feed 450 overseas. Our exports are vital to the world economy. Our record for sustainability is poor. We must evolve and adapt to meet new and emerging ESG credentials.

There were case studies of businesses working towards being carbon positive. David Statham from Sundown Pastoral talked about his 'Good Earth Cotton' and fibre traceability. Being able to trace his fibre from harvest to a T-shirt in America. Working towards sequestering more than the farm emits.

The summit hosted a delegate dinner at Food I Am and a breakfast in the Wagga Wagga City Council art gallery. This was an ideal opportunity to mix with other Councillors and delegates. The takeaway message for us as Councillors was to be more aware of how SVC is looking at being more environmentally sustainable and being a role model for the agricultural industry in achieving goals towards lower emission and higher decarbonisation while collecting correct and accurate data as to how this is occurring.

In addition, Cr Armour found it important to note that the same issues raised at the Summit face all business including Councils. It was made obvious that in producing our agricultural products we need to encourage our local farmers to do the early processing locally/regionally, but in Australia, so business, including that of Councils, can maximise their ability to comply with the Carbon Footprint that will become a legislative requirement with the rules set by European Economic Community for the World Market as we fight climate change. The realisation that any business with a gross turnover of over 70 million will be required to do a GST like accounting as of 1 July 2024 and will gradually include all business over the next few years was a bit of a shock. All these issues will have a direct impact on our decision making with regards to land use, zoning and LEPs and the IT hardware and software going forward.

Our thanks to SVC for allowing us to participate in this informative and practical summit.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 2 - Our Economy

Community Strategic Plan Strategic Objectives

CSP2 Our diverse economy supports community longevity, vibrancy and a sustainable future

Delivery Program Principal Activities

2.4 Attract and support local business and industry

FINANCIAL AND RESOURCES IMPLICATIONS:

Costs of attendance for Cr Ham and Cr Armour were reported in the September 2023 council meeting. In accordance with Council's *Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy* and Councillor's obligation to undertake professional development; a budget allocation has been established for this purpose.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Council's *Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy* requires a report to a council meeting on the outcomes of the attended conference within one month of the Councillor's attendance at the conference.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Nil.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

ATTACHMENTS

Nil.

10.3. AICD ESSENTIAL GOVERNANCE FOR COUNCILLORS TRAINING PROGRAM - 19-20 OCTOBER 2023 - CANBERRA

REPORT AUTHOR: EXECUTIVE SUPPORT OFFICER

RESPONSIBLE DIRECTOR: INTERIM GENERAL MANAGER

EXECUTIVE SUMMARY:

Cr Armour, Cr Hayes and Cr Hughes were approved by the preceding General Manager to participate in the Australian Institute of Company Directors (AICD) Essential Governance for Councillors Training Program. The training was held on the 19th and 20th of October 2023 at the Kurrajong Hotel in Canberra and hosted by Canberra Region Joint Organisation (CRJO).

The purpose of this report is to note the participation of Cr Armour, Cr Hayes and Cr Hughes in the training and development opportunity.

RECOMMENDATION:

THAT COUNCIL:

- 1. Note the participation of Cr Armour, Cr Hayes and Cr Hughes in the AICD Essential Governance for Councillors Training Program on 19-20 October 2023 in Canberra.**

BACKGROUND:

The Australian Institute of Company Directors (AICD) is an independent and trusted organisation for directors and business leaders, dedicated to improving the quality of governance and directorship. Their aim is to develop the skills and capabilities of leaders for the benefit of society.

The Essential Governance for Councillors program facilitator, Lindsay Holmes, has over four decades of experience as a director and draws on his experience at the local, state and national levels to deliver a number of AICD training programs.

REPORT:

The AICD Essential Governance for Councillors Training Program was held on the 19th and 20th October 2023. The training and development opportunity was organised and facilitated by CRJO at the Kurrajong Hotel in Canberra.

The program consisted of four modules:

- The Role of the Council and the Councillor
- Leadership: The Councillor's Role
- Introduction to Financial Statements for Councillors
- Strategy and Risk: Issues for Councillors

The AICD Training Program provided the participating Councillors with the opportunity to develop their professional skills and enhance their proficiency as a Councillor for the benefit of the local community.

Under the *Payment of Expenses and the Provision of Facilities to Mayor and Councillors Policy*, approval to participate in professional development activities is subject to a report submitted to an open council meeting as outlined in clause 6.26 for their approval. In the event that the professional development activity arises between council meetings, approval may be given retrospectively if agreed to by Council.

Below are the costs for participating:

Program Details	Cost (excl. GST) per Councillor
2 Day Training Program and 1 Night's Accommodation	\$2,500

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

CSP5 Our Civic leadership and organisation government fosters open and transparent partnership with our community

Delivery Program Principal Activities

5.4 Maintain and deliver a governance framework that guides good decision making, accountability and legislative compliance

5.5 Provide effective short and long term financial management to deliver financial sustainability

FINANCIAL AND RESOURCES IMPLICATIONS:

Provision within Council's 2023/24 Operational Budget have been made for the attendance at conferences and training courses by Councillors.

At the commencement of this term, pro-rata amount of \$39,500 was allocated for training and conference attendance by the Mayor and Councillors as per below:

Mayor \$6,500

Deputy Mayor \$5,000

Councillors \$4,000 each

The current balance for Cr Armour, Cr Hayes and Cr Hughes and the cost of \$2,750 incurred to participate in the AICD Essential Governance for Councillors Program are detailed below.

Councillor	Opening Balance	Participation Cost	Closing Balance
Cr Armour	\$3,125	\$2,500	\$625
Cr Hayes	\$4,000	\$2,500	\$1,500
Cr Hughes	\$4,000	\$2,500	\$1,500

Note: all values in Table above are excluding GST.

There were adequate funds available for Cr Armour, Cr Hayes and Cr Hughes to participate in the AICD Essential Governance for Councillors Training Program.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

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

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Councillors need to consider financial cost to participate, cancellation fees, and the remaining Councillor funds available to ensure Council stays within budget.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Councillor's participation in the training program does not require a further report to Council in accordance with the *Payment of Expenses and the Provision of Facilities to the Mayor and Councillors Policy*.

ATTACHMENTS

1. Short Course Details - AICD Board Advance Short Courses - Governance Essentials Local Government (Under separate cover)

10.4. DRAFT SNOWY VALLEYS COUNCIL ANNUAL REPORT 2022-2023

REPORT AUTHOR: COMMUNICATION AND ENGAGEMENT OFFICER

RESPONSIBLE DIRECTOR: DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

The *Local Government Act 1993* requires all NSW councils to prepare an Annual Report for the previous reporting period by 30 November each year.

Snowy Valleys Council's Annual Report provides an overview of council programs, achievements, and performance over the last financial year. The 2022-2023 Annual Report has been prepared in accordance with the requirements of the *Local Government Act 1993* and Local Government (General) Regulation 2021 and is the first Annual Report against Snowy Valleys Community Strategic Plan Towards 2042 and 2022-2025 Delivery Program.

RECOMMENDATION:

THAT COUNCIL:

1. Endorse a copy of the 2022-2023 Annual Report including the Audited Financial Statement to be placed on Council's website.
2. In accordance with section 428 of the *Local Government Act 1993*, provide a copy of the 2022-2023 Annual Report to the NSW Office of Local Government by 30 November 2023.

BACKGROUND:

The Annual Report provides Council with the opportunity to report to the community and government stakeholders on its achievements and accomplishments over the past year against the principal activities contained in the Delivery Program (2022-2025).

The Annual Report also includes some information that is prescribed by the Local Government (General) Regulation 2021. This information has been included as its important for community members to know and understand how Council has been performing both as a business entity and a community leader.

Under section 428 of the *Local Government Act 1993*, Council is required to prepare an annual report within five months of the end of the financial year and place the report on its website and submit it to the Office of Local Government by 30 November 2023.

REPORT:

Snowy Valleys Council Annual Report for 2022-2023 covers all the matters listed in the *Local Government Act 1993* under Section 428 of the Act, in particular the financial information included in the audited Annual Financial Statements and the progress on achieving the projects and activities listed in the 2022-2023 Operational Plan.

Council's Fourth Quarter Performance Update (Delivery Program/Operational Plan 2022-2023) was presented at Council's Ordinary meeting (M150/23) in August 2023. The performance report, along with the Audited Annual Financial Statement, are included in the 2022-2023 Annual Report.

Council committed to the delivery of 258 actions and initiatives to the community over the 2022-2023 financial year. In summary, 238 (91%) actions were completed, 11 (5%) actions were rolled over to 2023-2024, to allow council officers to progress and complete unfinished actions and 9 (4%) actions were marked as 'behind schedule' or 'not achieved'.

This Annual Report focuses on our achievements in 2022-2023 and is divided into seven sections:

- *Section 1: The Year in Review* - summarises highlights, challenges, notable events, and provides a capital works snapshot.

- *Section 2: Our Place, Our Community* - provides an overview of our Local Government Area's (LGA) key demographics and snapshot of Council's assets and services.
- *Section 3: Governance* - details demographics and corporate governance arrangements and Councillor profiles.
- *Section 4: Our Organisation, Our People* - provides information on our organisation including staff organisational structure, workforce profile, labour statistics, senior staff remuneration and workforce safety performance.
- *Section 5: Our Performance* - provides details on Council's progress against actions and initiatives that detail the delivery of our service to the community over 2022-2023 financial year. The achievements are discussed under the five (5) themes and strategic objections:
 - Our community
 - Our economy
 - Our environment
 - Our infrastructure
 - Our civic leadership
- *Section 6: Additional Statutory Information* - presents statutory information required under the Integrated Planning and Reporting Guidelines, the Local Government (General) Regulation 2021, and other legislation.
- *Section 7: Financial Information* - provides an overview of Council's financial position along with the audited Financial Statements of Council for the year ended 30 June 2023, which have been provided for consideration under a separate report in this business paper.

Some of the highlights in the 2022-2023 Annual Report include:

- Council partnered with the NSW Rural Doctors Network, successfully coordinating the Bush Bursary Program which allocated two (2) student doctors to experience working in rural health.
- Snowy Valleys Council released the first Reflect Reconciliation Action Plan (RAP). The RAP builds on our understanding, commitment and respect for First Nations cultures, histories, knowledge, and leadership across all sectors of Australian society.
- 14% tonnage reduction of waste going to landfill and 25% increase in FOGO collection.
- 23,025 tonnes of bushfire destroyed trees were cleared from roadsides and public spaces across the LGA.
- Construction of new amenities at Fitzroy Street, Tumut was completed.
- Over 1,190kms of sealed and unsealed road maintenance and fixing potholes was undertaken and completed.
- Additional 60 permanent beds installed at Batlow Caravan Park to support the local horticultural and forestry industries.
- Tumut Aerodrome Masterplan was adopted, which includes space allocation for an improved RFS facility incorporating a Fire Control Centre, operations centre, administration area, training facilities and a hangar.

In accordance with legislative requirements, copies of the Annual Report 2022-2023 (including audited financial statements) will be submitted to the Office of Local Government before 30 November 2023 and will be made publicly available for viewing at Council's Customer Service Centre's, libraries at Batlow, Tumbarumba, and Tumut as well as on Council's website:

<https://www.snowyvalleys.nsw.gov.au/Council/Strategies-Plans-and-Reporting/Integrated-Planning-and-Reporting/Integrated-Reporting>

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**Integrated Planning and Reporting Framework:****Community Strategic Plan Theme**

Theme 5 - Our Civic Leadership.

Community Strategic Plan Strategic Objectives

CSP5 Our Civic leadership and organisation government fosters open and transparent partnership with our community.

Delivery Program Principal Activities

5.4 Maintain and deliver a governance framework that guides good decision making, accountability and legislative compliance.

FINANCIAL AND RESOURCES IMPLICATIONS:

The actions in the Operational Plan 2022-2023 were included in the budget and works program when the Operational Plan was adopted by Council in June 2022.

Funding to implement the Delivery Program over its term is based on the Long-Term Financial Plan (LTFP) that supports the Delivery Program. Then Annual Report 2022-2023 covers the period 1 July 2022 to 30 June 2023.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

In accordance with section 428 (1) of the *Local Government Act 1993*, Council must prepare an annual report within five (5) months of the end of the financial year. The deadline for Council to place the report on Council's website and submit the report to the Office of Local Government by 30 November 2023.

The Annual Report must be prepared in accordance with the Office of Local Government's Integrated Planning and Reporting Guidelines (IP&R) and in accordance with the *Local Government Act 1993*, section 428 (5).

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Nil

OPTIONS:

No options are considered necessary. The Annual Report is a requirement under the *Local Government Act 1993*.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The Communication and Engagement Team consulted with the relevant Council Officers, to coordinate and collate the information required to meet statutory requirements.

ATTACHMENTS

1. Snowy Valleys Council 2022-2023 Draft Annual Report (Under separate cover)

10.5. PRESENTATION OF THE 2022/23 ANNUAL FINANCIAL STATEMENTS

REPORT AUTHOR: FINANCE MANAGER

RESPONSIBLE DIRECTOR: DIRECTOR COMMUNITY AND CORPORATE

EXECUTIVE SUMMARY:

Following completion of the audit, Council's Annual Financial Statements for the year ended 30 June 2023, together with the Auditors Report, are presented to Council. Council's Audit Service Provider Partner, Dannielle MacKenzie, will be providing an overview to Council.

RECOMMENDATION:

THAT COUNCIL:

1. **Note the report on the Presentation of the 2022/2023 Annual Financial Statements; and**
2. **Formally present the 2022/2023 Audited Financial Statements and Audit Reports to the public in accordance with Sections 418 and 419 of the *Local Government Act 1993*.**

BACKGROUND:

Snowy Valleys Council's audited 2022/2023 Annual Financial Statements have been finalised. The NSW Audit Office have provided their audit reports and the Audited Financial Statements were submitted to the Office of Local Government prior to the deadline of 31 October 2023.

REPORT:

Section 418 of the *Local Government Act 1993*, requires that as soon as practicable after a council receives a copy of the Auditor's Reports.

- a) It must fix a date for the meeting at which it proposes to present its audited financial reports, together with the auditor's reports, to the public; and
- b) It must give public notice of the date so fixed.

The audit of the Annual Financial Statements for the year ended 30 June 2023 has been completed by Council's Auditors – Crowe Australia.

A copy of the Audit Report is included within the Annual Financial Statements.

The 2022/2023 draft audited Annual Financial Statements were presented to Council on 17 October 2023 for the purposes of lodging them with the Office of Local Government by 31 October 2023. The Annual Financial Statements were lodged with the Office of Local Government on Tuesday, 31 October 2023.

Notice was placed on Council's website with the intention to present the Annual Financial Statements at the 16 November 2023 Ordinary Council Meeting. The Annual Financial Statements have been available for inspection on Council's website. Written submissions have been invited and at the time of writing this report, no submissions had been received. The audited financial statements, together with the Auditors Reports, are now formally presented to Council.

Council's overall financial result for the year was a surplus of \$14.766M including capital grants and contributions and \$187K excluding capital grants and contributions.

Council's Auditor will be in attendance at the meeting to present the Auditor's Report. A copy of the Annual Financial Statements, including the Auditors Report, for the year ended 30 June 2023 is attached.

A summary of the Financial Statements is provided below.

	2023 \$ '000	2022 \$ '000
Income Statement		
Total income from continuing operations	92,086	73,553
Total expenses from continuing operations	77,320	79,520
Operating result from continuing operations	14,766	(5,967)
Net operating result for the year	14,766	(5,967)
Net operating result before grants and contributions provided for capital purposes	187	(19,716)
Statement of Financial Position		
Total current assets	54,074	48,496
Total current liabilities	(23,433)	(26,861)
Total non-current assets	771,855	719,805
Total non-current liabilities	(5,430)	(6,196)
Total equity	797,066	735,244
Other financial information		
Unrestricted current ratio (times)	1.95	1.79
Operating performance ratio (%)	(0.47)%	(3.88)%
Debt service cover ratio (times)	8.13	5.71
Rates and annual charges outstanding ratio (%)	5.07%	3.95%
Infrastructure renewals ratio (%)	126.75%	231.72%
Own source operating revenue ratio (%)	60.29%	60.80%
Cash expense cover ratio (months)	7.68	10.46

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

CSP5 Our Civic leadership and organisation government fosters open and transparent partnership with our community

Delivery Program Principal Activities

5.5 Provide effective short and long term financial management to deliver financial sustainability

FINANCIAL AND RESOURCES IMPLICATIONS:

Nil.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Section 418 and 419 of the *Local Government Act 1993*. Council is required to advertise a summary of the financial result for the year and formally present the Annual Financial Statements to the public. Any person may make a written submission with respect to the financial reports, within seven (7) days of the reports being presented to the public. As required under the *Local Government Act 1993*, Council will provide all submissions to the auditors and, in addition, may take action as considered appropriate.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

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

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

In accordance with Local Government Act 1993 S.418 notice was placed on Council's website with the intention to present the Annual Financial Statements at the 16 November 2023 Ordinary Council Meeting. The Annual Financial Statements have been available for inspection on Council's website. Written submissions have been invited and at the time of writing this report, no submissions had been received.

Internal Communication

- Mayor, Deputy Mayor and Councillors - Annual Financial Statements report will be presented during ordinary council meeting on 16 November 2023.
- Audit, Risk and Improvement Committee. - Annual Financial Statements report will be presented during next ARIC meeting.

External Communication

- Public Notice of a summary of the financials was advertised in the local newspaper and on council website to give the community an opportunity to provide a submission.

ATTACHMENTS

1. Annual Financial Statements 2022/23 (Under separate cover)

10.6. QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2023**REPORT AUTHOR: FINANCE MANAGER****RESPONSIBLE DIRECTOR: DIRECTOR COMMUNITY AND CORPORATE**

EXECUTIVE SUMMARY:

Quarterly Budget Review is currently being prepared with the responsible budget holders. The full report will be submitted to Council and made available on Council's website under separate addendum.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Receive and adopt the Quarterly Budget Review as at 30 September 2023; and**
- 2. Adopt the Revenue, Expenditure and Capital Budget adjustments as noted in the September Quarterly Budget Review.**

BACKGROUND:

Clause 203 (1) of the Local Government (General) Regulation 2021 requires Council's Responsible Accounting Officer to prepare and submit a quarterly budget review statement to the governing body of Council. The Quarterly Budget Review Statement is designed to reflect the information normally prepared annually as part of the financial statements on a quarterly basis. All Directors and Managers are required to monitor their budgets on a continual and frequent basis throughout the financial year and adjustments are recommended as required.

The 2023/2024 annual budget was adopted on 29 June 2023.

REPORT:

Further information will be made available via an addendum to Council and via Council's website.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**Integrated Planning and Reporting Framework:****Community Strategic Plan Theme**

Theme 5 - Our Civic Leadership.

Community Strategic Plan Strategic Objectives

CSP5 Our Civic leadership and organisation government fosters open and transparent partnership with our community.

Delivery Program Principal Activities

5.5 Provide effective short and long term financial management to deliver financial sustainability.

FINANCIAL AND RESOURCES IMPLICATIONS:

Monitoring of the Quarterly Budget Review enables timely financial management.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Clause 203 (1) of the Local Government (General) Regulation 2021 requires Council's responsible account officer to prepare and submit a quarterly budget review statement to the governing body of Council.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Quarterly reporting allows Council to stay informed of the progress of the budget to actual income and expenditure.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

ATTACHMENTS

1. Quarterly Budget Review as at 30 September 2023 (Under separate cover)

10.7. STATEMENT OF INVESTMENTS - OCTOBER 2023**REPORT AUTHOR: FINANCE SERVICE OFFICER****RESPONSIBLE DIRECTOR: DIRECTOR COMMUNITY & CORPORATE****EXECUTIVE SUMMARY:**

This report provides an overview of Council's cash and investment portfolio performance as at 31 October 2023.

RECOMMENDATION:**THAT COUNCIL:**

1. Note the report on Statement of Investment - 31 October 2023.

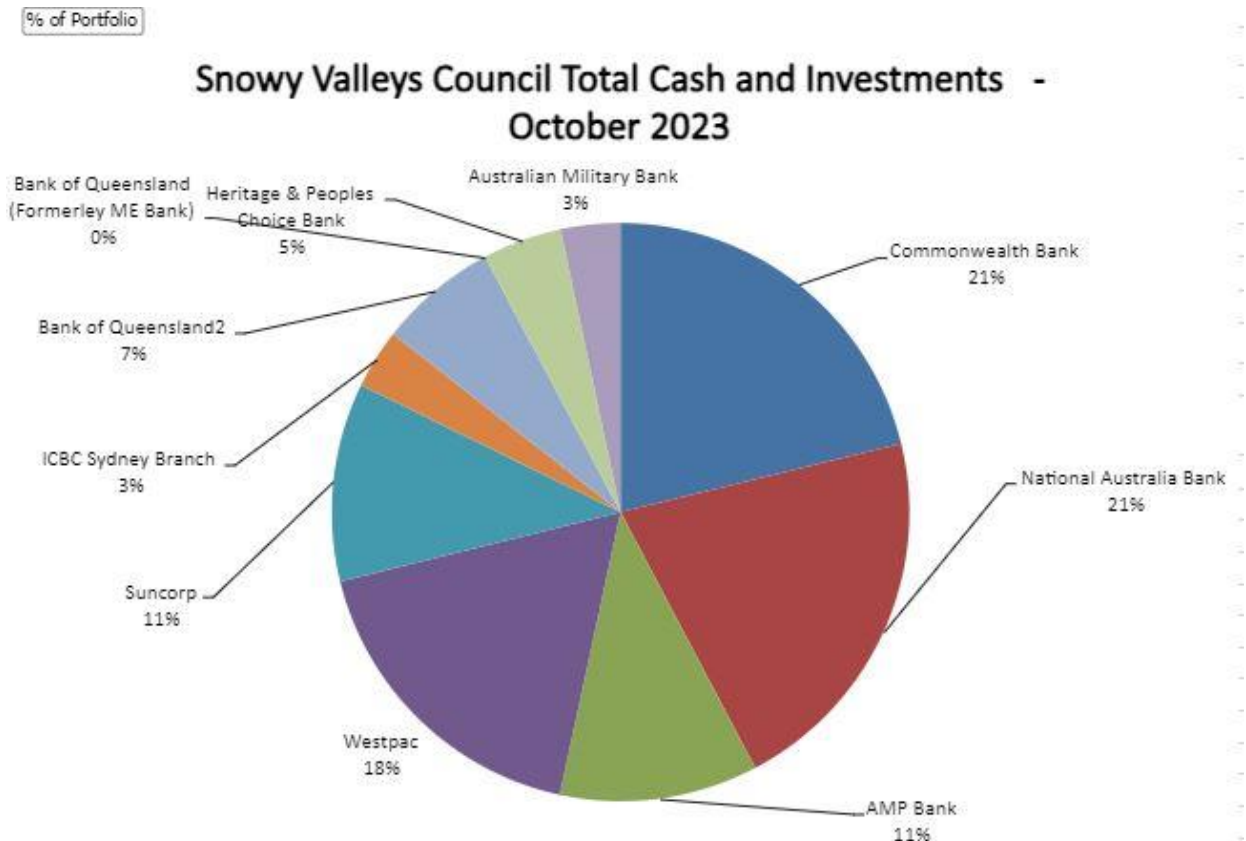
BACKGROUND:

In accordance with section 212 of the Local Government (General) Regulation 2021, a monthly report is required to be submitted to council detailing all investments of the council.

REPORT:

The following table contains a list of cash, at call investments and term deposits held by council as at 31 October 2023.

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10	Column11
Combined Cash & Investments Table		31/10/2023								
Cash & 11am at call Accounts	Branch	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date	% of Total Portfolio	% of Category	Rating
Commonwealth Bank	Tumut	\$ 2,783,279	\$ 7,075,804	-\$ 4,292,526	W/Acct	4.10%		6.2%	29.2%	AA-
Commonwealth Bank	Tumut	\$ 6,753,031	\$ 7,726,907	-\$ 973,877	At Call (BOS)	4.20%		15.0%	70.7%	AA-
Commonwealth Bank	Tumut	\$ 9,011	\$ 7,400	\$ 1,611	Gen-Roth	4.10%		0.0%	0.1%	AA-
Sub Total Cash & 11 am at Call Accounts		\$ 9,545,320	\$ 14,810,112	-\$ 5,264,792		4.17%		21.2%	100.0%	
Total Cash & At Call Investments		\$ 9,545,320	\$ 14,810,112	-\$ 5,264,792		4.17%		21.2%	100.0%	
	Branch	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date	% of Portfolio	% of Category	Rating
National Australia Bank	375	\$ 1,000,000	\$ -	\$ 1,000,000	27/10/2023	5.00%	29/1/2024	2.2%	2.8%	AA-
AMP Bank	939	\$ -	\$ -	\$ -			At call	0.0%	0.0%	
Suncorp	484	\$ -	\$ -	\$ -			At call	0.0%	0.0%	
Bank of Queensland (Formerly ME Bank)	010	\$ -	\$ 1,000,000	-\$ 1,000,000	27/04/2022	2.70%	At call	0.0%	0.0%	BBB+
National Australia Bank	375	\$ 1,000,000	\$ 1,000,000	\$ -	28/02/2023	4.80%	28/11/2023	2.2%	2.8%	AA-
Suncorp	484	\$ 1,000,000	\$ 1,000,000	\$ -	28/11/2022	4.48%	28/11/2023	2.2%	2.8%	A+
Suncorp	484	\$ 2,000,000	\$ 2,000,000	\$ -	30/06/2023	5.50%	29/12/2023	4.4%	5.6%	A+
Bank of Queensland	001	\$ 1,000,000	\$ 1,000,000	\$ -	18/07/2023	5.45%	18/01/2024	2.2%	2.8%	BBB+
National Australia Bank	375	\$ 1,500,000	\$ 1,500,000	\$ -	30/01/2023	4.60%	30/01/2024	3.3%	4.2%	AA-
Westpac	916	\$ 1,500,000	\$ 1,500,000	\$ -	31/01/2023	4.60%	31/01/2024	3.3%	4.2%	AA-
Westpac	916	\$ 2,000,000	\$ 2,000,000	\$ -	31/01/2023	4.60%	31/01/2024	4.4%	5.6%	AA-
Westpac	916	\$ 1,000,000	\$ 1,000,000	\$ -	15/02/2022	1.75%	15/02/2024	2.2%	2.8%	AA-
National Australia Bank	375	\$ 1,000,000	\$ 1,000,000	\$ -	28/02/2023	5.00%	28/02/2024	2.2%	2.8%	AA-
National Australia Bank	375	\$ 1,000,000	\$ 1,000,000	\$ -	15/09/2023	5.10%	15/03/2024	2.2%	2.8%	AA-
National Australia Bank	375	\$ 2,000,000	\$ 2,000,000	\$ -	30/06/2023	5.53%	28/03/2024	4.4%	5.6%	AA-
Bank of Queensland	001	\$ 2,000,000	\$ 2,000,000	\$ -	30/06/2023	5.51%	28/03/2024	4.4%	5.6%	BBB+
ICBC Sydney Branch	337	\$ 1,500,000	\$ 1,500,000	\$ -	08/04/2021	0.85%	08/04/2024	3.3%	4.2%	A
AMP Bank	511	\$ 2,000,000	\$ 2,000,000	\$ -	11/04/2023	4.80%	11/04/2024	4.4%	5.6%	BBB
Suncorp	484	\$ 2,000,000	\$ 2,000,000	\$ -	31/07/2023	5.35%	30/04/2024	4.4%	5.6%	A+
AMP Bank	544	\$ 2,000,000	\$ 2,000,000	\$ -	30/06/2023	5.70%	28/06/2024	4.4%	5.6%	BBB
AMP Bank	556	\$ 1,000,000	\$ 1,000,000	\$ -	18/07/2023	5.75%	18/07/2024	2.2%	2.8%	BBB
Heritage & Peoples Choice Bank	140	\$ 2,000,000	\$ 2,000,000	\$ -	01/08/2023	5.50%	31/07/2024	4.4%	5.6%	BBB+
Westpac	916	\$ 1,500,000	\$ 1,500,000	\$ -	07/09/2021	0.78%	09/09/2024	3.3%	4.2%	AA-
National Australia Bank	375	\$ 2,000,000	\$ 2,000,000	\$ -	07/09/2023	5.23%	09/09/2024	4.4%	5.6%	AA-
Australian Military Bank	564	\$ 1,500,000	\$ 1,500,000	\$ -	01/08/2023	5.35%	01/08/2025	3.3%	4.2%	BBB+
Westpac	916	\$ 2,000,000	\$ 2,000,000	\$ -	29/09/2023	5.21%	29/09/2025	4.4%	5.6%	AA-
Total TD's		\$ 35,500,000	\$ 35,500,000	\$ -		4.72%		78.81%	100%	
Total Cash & Investments		\$ 45,045,320	\$ 50,310,112	-\$ 5,264,792		4.60%		100%		



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's Investment Policy. Cash and Investments decreased by \$5.2 million in October 2023. Out of this amount, \$2 million pertained to investments made in September 2023, with the actual outflow occurring in October 2023. Therefore, the actual reduction in Cash and Investments for October 2023 was \$3.2 million.

Major cash receipts received during October 2023 included:

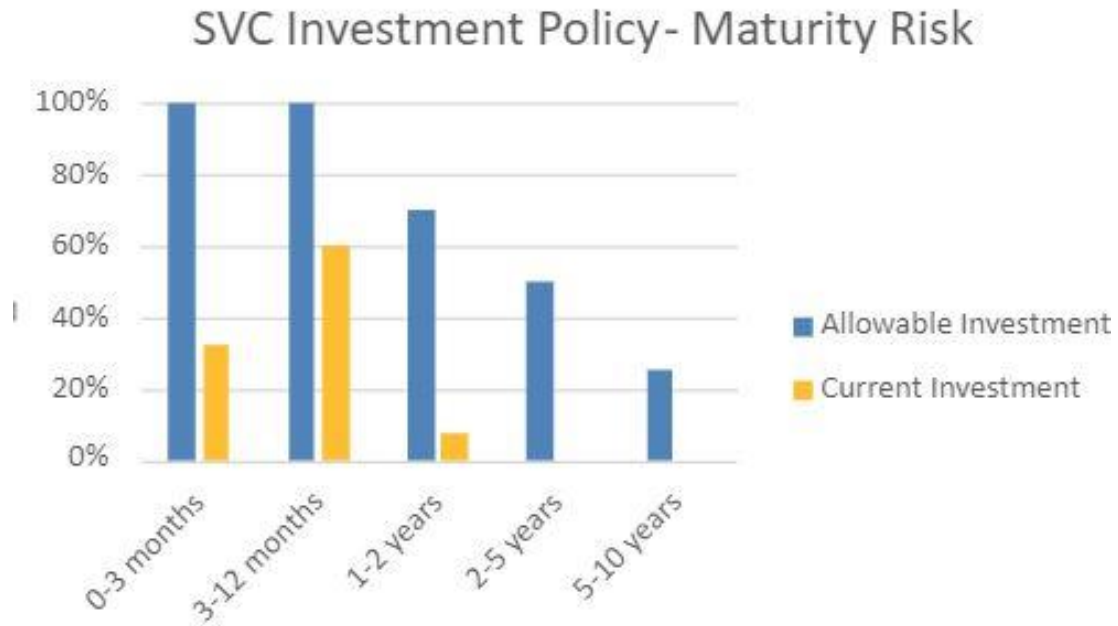
- Transport NSW Block Grants: \$604K

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

- Workers Compensation insurance premium: \$231K

Cash and Investment rates are levelling out with the market factoring in forward expectations of increasing rates. Council's Investment Policy requires Council officers to minimise investment risk by spreading investments across several institutions (Institutional credit framework) as well as within its investment portfolio (overall portfolio credit framework). These risk minimisation measures impact the achievable rate of return. Council officers continue to monitor the investment market and regularly received updates from Council's financial advisors.

This month the report includes a focus on maturity risk. The portfolio remains highly liquid with 32% of investments maturing within 90 days and an additional 60% of investments maturing within 12 months.



LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

CSP5 Our Civic leadership and organisation government fosters open and transparent partnership with our community

Delivery Program Principal Activities

5.5 Provide effective short and long term financial management to deliver financial sustainability

FINANCIAL AND RESOURCES IMPLICATIONS:

Investments are undertaken based upon the best rate on the day and after consideration on spreading Council's Investment risk across various institutions as per the Investment Policy and section 625 of the *Local Government Act 1993*.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The information provided complies with Council's Investment Policy and section 625 of the *Local Government Act 1993*.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Monthly reporting of investments keeps Council informed of current cash holdings and return on investments.

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

ATTACHMENTS

Nil.

11. MANAGEMENT REPORTS

11.1. DRAFT SNOWY VALLEYS DEVELOPMENT CONTROL PLAN 2024 - POST-EXHIBITION AMENDMENTS

REPORT AUTHOR: EXECUTIVE MANAGER GROWTH AND DEVELOPMENT

RESPONSIBLE OFFICER: INTERIM GENERAL MANAGER

EXECUTIVE SUMMARY:

The Snowy Valleys Development Control Plan (SVDCP) was adopted in 2019 and provides a policy position of the Council with respect to providing both prescriptive and performance-based standards for new development within the Local Government Area.

Council identified a number of administrative issues in the current SVDCP 2019 that required amendment to ensure clarity in the controls and reduce uncertainty for both developers and the community.

The Draft Snowy Valleys Development Control Plan 2023 was presented to Council at its meeting on 16 February 2023. After a Councillor workshop, Council resolved at the ordinary meeting on 16th March 2023 to adopt the draft document and place it on public exhibition for a period of no less than 28 days. One (1) submission was received within the exhibition period. This report considers that submission and seeks final adoption of the draft SVDCP 2024.

RECOMMENDATION:

THAT COUNCIL:

- 1. Amend Clause 4.8.4 to delete the statement: “No additional parking is required for the secondary dwelling”; and**
- 2. Adopt the amended Snowy Valleys Development Control Plan 2024 with the changes taking effect from Tuesday 2nd January 2024.**

BACKGROUND:

Council adopted the Snowy Valleys Development Control Plan (SVDCP) in 2019 following the consolidation of both the Tumut and Tumbarumba DCPs. The plan has remained the primary guideline for both prescriptive and performance-based controls relating to development applications in the Local Government Area. A number of administrative changes were made to the development control plan in 2022 following changes required to repeal the notification provisions and transfer the controls to Council's Community Participation Plan (CPP).

Council had identified a number of administrative issues in the current DCP 2019 that require amendment to ensure clarity in the controls and reduce uncertainty for both developers, proponents and the community. General housekeeping amendments have also been included to ensure the document remains relevant and responsive to changes in both legislation and best practice standards.

Council considered the Draft SVDCP 2024 at the meeting of 16th February 2023, where the item was considered and deferred pending a Councillor briefing session. The briefing session was held with Councillors on 2 March 2023 and a number of adjustments were made to the draft as a result of the session.

Council adopted the Draft SVDCP 2024 at the meeting of 16th March 2023 and in accordance with the resolution, the draft was exhibited for a period of not less than 28 days.

REPORT:

In accordance with the resolution of Council, the Draft SVDCP 2024 was advertised in the Tumut and Adelong Times, Tumbarumba Times and also on Council's 'On Public Exhibition' page of its website being 'Have Your Say'. The exhibition period was from the 3rd April 2023 until 2nd May 2023 and Council received one (1) submission during the exhibition period.

The submission has been summarised in the table below:

Submission	Response
Clause 2.3 Public notice should be continued to be provided in the newspapers not just online.	Noted. The clause amends the development control plan exhibition requirements to align with the statutory requirement under the <i>Environmental Planning and Assessment Regulation 2021</i> .
Clause 3.2.7 Demolition was not amended in the document on public exhibition.	Noted. The summary report of proposed changes included information in relation to demolition that was exhibited.
Clause 3.2.14.1 Sewerage only requiring connection within 75m of reticulated supply where costs are not prohibitive.	Noted. Clause 124 of the <i>Local Government Act 1993</i> provides Council with the ability to ensure a development connects to sewer in the case where it is 75m of reticulated sewer infrastructure.
Clause 3.2.14.2 Water only requiring connection within 225m of reticulated supply where costs are not prohibitive.	Noted. Clause 124 of the <i>Local Government Act 1993</i> provides Council with the ability to ensure a development connects to water in the case where it is 225m of reticulated water infrastructure.
Clause 4.5 Dwelling houses in residential and village zones – amended wording in draft not consistent with the proposed changes.	Noted. The summary report that proposed changes to the table 'summary of residential development' was included in the exhibition material.
Clause 4.6.1 Secondhand relocatable dwellings general requirements - only remove the wording 'these requirements are identified in the Council DA matrix'. – This will ensure Council has specific requirements for relocatable dwellings.	Noted. The wording that these requirements are included in the 'DA matrix' is a guide to applicants.
Clause 4.8.4 Building Design and Siting – additional parking requirements for secondary dwellings should be retained. Parking on the street causes sight distance issues and incidents.	Noted. Recommendation has been included to amend Clause 4.8.4 to delete the statement: "No additional parking is required for the secondary dwelling."
Clause 4.11.3 Building Setbacks – amendment has not been completed; setbacks to be consistent with existing building setbacks where possible.	Noted. Averaging of building setbacks is considered on merit as part of any development assessment process.
Clause 4.11.6 Clothes Drying Facilities – retain mechanical drying as not all places have the space to accommodate outdoor drying.	Noted. Council is seeking to encourage clothesline drying facilities and appropriate private open space on new developments.

Submission	Response
Clause 8.3.2. Amendment has not been included in the draft document.	Noted. Controls have been outlined in the summary of changes supporting document and included in the amended SVDCP.
Clause 9.3.5 Landscaping and trees – advanced trees are harder to establish and Council should consider a monetary contribution for advanced shade trees. Council should ensure that trees are watered to establish mature trees.	Noted. Council’s bonds policy considers the cases in which Council will accept security payments over works. Any maintenance of landscaping can be considered as a condition if necessary as part of any assessment process.

The substance of the submission has been considered. As a result, one item has been identified that has required amendment to the draft plan. This item should amend Clause 4.8.4 to delete the statement: “No additional parking is required for the secondary dwelling.” The final draft in Attachment 1 has been amended to reflect this change.

Given that the changes to the SVDCP 2024 will need to be considered for all future applications from the date of adoption, additional lead time for the plan to take effect has been recommended to 2nd January 2024. This will enable any applications currently being prepared to consider the new guidelines for submission from the prescribed date.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 3 - Our Environment

Community Strategic Plan Strategic Objectives

CSP3 Our natural environment is cared for and protected to ensure future generations can experience and enjoy its beauty

Delivery Program Principal Activities

3.3 Provide a planning and development framework that enhances local amenity through sustainable growth

FINANCIAL AND RESOURCES IMPLICATIONS:

The administrative amendments are expected to be undertaken in accordance with existing adopted operational plan budgets for 2023/24.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The proposed administrative amendments to the Snowy Valleys Development Control Plan will be undertaken in accordance with the *Environmental Planning and Assessment Act 1979* and Associated Regulation 2021.

The exhibition of the administrative amendments has been undertaken in accordance with the *Local Government Act 1993* and Council's adopted Community Participation Plan 2022.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	Uncertainties within the current DCP are likely to lead to adverse development outcomes and in some cases litigation due to uncertainty surrounding particular provisions within the DCP inviting third-party legal challenges.	Third-party litigation.	Reduction in risk profile.
Environmental & Public Health	Ensuring regular review and best practice of development control plan provisions will provide higher standards of development assessment outcomes.	Nil.	Achieve best-practice development control plan provisions.
Financial	Uncertainty in the application of DCP controls are likely to lead to legal challenges by either applicants or third parties.	Applicant or third-party litigation leading to financial costs of defence and potential claims.	Reduction in risk profile to litigation and subsequent legal costs and claims.

OPTIONS:

Option 1:

THAT COUNCIL:

1. Amend Clause 4.8.4 to delete the statement: "No additional parking is required for the secondary dwelling."
2. Adopt the amended Snowy Valleys Development Control Plan 2024 with the changes taking effect from Tuesday 2nd January 2024.

Option 2:

THAT COUNCIL:

1. Not adopt the Snowy Valleys Development Control Plan 2024 as amended following public exhibition of the plan.

Option 1 is recommended.**COUNCIL SEAL REQUIRED:**

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Consultation was undertaken in accordance with Council's adopted Community Participation Plan 2022 and the *Local Government Act 1993*.

Internal Consultation:

Council considered the Draft SVDCP 2024 at the meeting of 16th February 2023, where the item was considered and deferred pending a Councillor briefing session. The briefing session was held with Councillors on 2 March 2023 and a number of adjustments were made to the draft as a result of the session.

Council's Growth and Activation Unit were consulted on the submission content and the final draft of the Snowy Valleys Development Control Plan 2024.

External Consultation:

In accordance with Council's adopted Community Participation Plan 2022 and the *Local Government Act 1993*, the proposed administrative amendments to the Snowy Valleys Development Control Plan 2024 went on public exhibition from 3 April 2023 to 2 May 2023. One (1) submission was received in response to the exhibition period.

ATTACHMENTS

1. DRAFT Snowy Valleys Development Control Plan 2024 - Post-Exhibition (Under separate cover)

11.2. DRAFT SPORTS FIELD AND FACILITIES POLICY - PUBLIC EXHIBITION

REPORT AUTHOR: DIRECTOR INFRASTRUCTURE & WORKS

RESPONSIBLE DIRECTOR: INTERIM GENERAL MANAGER

EXECUTIVE SUMMARY:

The *Sports Field and Facilities Policy* SVC-ENG-PO-073-01 has been reviewed for content, and clarity and the information under the heading "Content" has been updated to include further information relating to inclement weather, capital upgrading works, and management of ground conditions.

RECOMMENDATION:

THAT COUNCIL:

- 1. Endorse the Draft Sports Field and Facilities Policy (where amended) SVC-ENG-PO-073-02 for public exhibition for a period of no less than 28 days;**
- 2. Note that if any feedback is received during the exhibition period, a further report will be provided to Council on the submissions; and**
- 3. Adopt the amended Sports Field and Facilities Policy SVC-ENG-PO-073-02 if no submissions are received on the day after the completion of the public exhibition period.**

BACKGROUND:

To enable Council to better manage its Sports Fields and Facilities, minor amendments have been made to the current Management Policy. These amendments are minor and operational in nature.

REPORT:

The minor changes to the Draft Sports Fields and Facilities Policy SVC -ENG-PO-073-02 are outlined below:

To protect community access and sustain the life of its assets, Council must regulate the type and frequency of use at sportsgrounds, open space and public facilities.

Council's Manager Technical Services, or representative, has the authority to determine whether playing fields are to be closed or usage restricted due to inclement weather or for any required maintenance / upgrading works. Reasons for the closure of Council's sports fields are based on the following considerations:

- Risk management reasons - potential injury to sports field users
- Potential damage to playing surfaces and associated sports field infrastructure such as irrigation and or drainage systems
- Condition of the ground when inspected
- Weather forecast
- Scheduled maintenance and or capital upgrading works
- environmental factors
- other reasons as Council may determine.

When deciding to close a sports field during inclement weather, Council staff will consider:

- Surface water depth
- Ground Softness

- Rainfall forecast over a 24-hour period
- Soil Profile and drainage condition / capacity
- Condition of the grass / surface cover
- Type of active recreation activity.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 4 - Our Infrastructure

Community Strategic Plan Strategic Objectives

CSP4 Our infrastructure includes Council services that plan, manage, maintain and renew our community infrastructure and transport networks

Delivery Program Principal Activities

4.4 Plan and deliver a capital works program to responsibly manage and maintain community infrastructure

FINANCIAL AND RESOURCES IMPLICATIONS:

The are no financial implications associated with the recommended changes to this Policy.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Section 253 of the *Local Government Act 1993* states the Council must give notice of its intention to adopt or amend the policy for the payment of expenses and the provision of facilities allowing at least 28 days for the making of public submissions

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	Nil	Nil	Nil
Environmental & Public Health	Better management and protection of Councils Sports fields, Facilities and associated Assets	Nil	Protection of Councils assets - more usage hours for all Sports field users through better management.
Financial	Nil	Nil	Nil
People	Nil	Nil	Nil
Technology	Nil	Nil	Nil
Stakeholder	Nil	Nil	Nil
Service Delivery	Improved services delivery and hours of available use through better management of Council's sports fields and associated facilities.		

OPTIONS:

1. Adopt as per recommendations set out in this report - preferred option.
2. Amend.
3. Decline the recommendations set out in this report.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Consultation:

28 Days during the external consultation period.

External Consultation:

As per the recommendation, the Draft Sports Fields and Facilities Policy SVC -ENG-PO-073-02 shall be advertised for a minimum of 28 days seeking community comment.

Any response or submission received will be considered in a future report to Council.

ATTACHMENTS

1. DRAFT Sports Fields and Facilities Policy - SVC-ENG-PO-073-02 (Under separate cover)

11.3. DISASTER RECOVERY FUNDING ARRANGEMENTS GRANT

REPORT AUTHOR: MANAGER TECHNICAL SERVICES

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE AND WORKS

EXECUTIVE SUMMARY:

In October and November 2022, the Snowy Valleys Council Local Government Area was impacted by a number of significant flood and storm events. These events damaged road assets and associated infrastructure, making Council eligible for funding under Transport for NSW (TfNSW), Disaster Recovery Funding Arrangements (DRFA). The extent of the flood damage on road infrastructure and private property classified the damage as a Category D event.

Council has submitted an application which has been approved by TfNSW on 27 October 2023, for a significant amount of recovery works on Councils Road network which has now commenced. This ranges from slip remediation to bridge replacement and pavement reconstruction.

RECOMMENDATION:

THAT COUNCIL:

- 1. Note the Disaster Recovery Funding projects listed in the attachment to this report and the amount of \$7,119,522.65 available for essential public road asset reconstruction works which is required to be spent by 30 June 2025.**

BACKGROUND:

Snowy Valleys Council was impacted by a Category D Natural Disaster in October and November 2022. This caused significant flood damage to uninsurable road assets and associated infrastructure, resulting in Council staff lodging with TfNSW a formal declaration to have the Snowy Valleys Local Government Area (LGA) as a natural disaster area. Councils request and declaration was approved under Australian Government Reference Number (AGRN) 1034.

Council staff and contractors have worked over the last year to undertake works within the Emergency Works and Immediate Recovery Works framework with approval and funding received from TfNSW.

\$2,453,227.27 in Emergency Works have been successfully completed to date and \$360,002.58 in Immediate Recovery Works has also been successfully completed and claimed to date. These works were required to be complete and claimed by 30 June 2023.

REPORT:

Council is eligible to claim works that cannot be delivered in the Emergency Works or Immediate Recovery Works timeframe of 3 months under Essential Public Asset Reconstruction Works (EPA-RW) for a declared disaster. Council has engaged contractors with significant experience to process and project manage these works and ensure compliance with reporting and claiming processes under the DRFA guidelines. Council has scoped projects to the value \$7,119,522.65 as an upper limit to claim for the works.

As part of the process, Council has nominated and had approved various roads and infrastructure treatments to return assets to pre-event conditions. Pre-condition data is available from asset inspections previously undertaken and recorded or post works completion from previous disasters. This data is then compared to the post-disaster photos and remediation costs calculated to include work, on cost and project management costs. As Council is an opt-in Council, all costs including Council staff time, are claimable.

Projects of significance that have been approved under this funding include the replacement of Walteela Bridge at a value of \$1.884M, Argalong Road slip stabilisation at \$1.28M and East Grahamstown Bridge

abutment repair at \$547,000. There is also a number of smaller projects which are listed in Attachment 1.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

1. Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 4 - Our Infrastructure

Community Strategic Plan Strategic Objectives

CSP4 Our infrastructure includes Council services that plan, manage, maintain and renew our community infrastructure and transport networks

Delivery Program Principal Activities

4.3 Plan and provide a program to maintain the local road network

FINANCIAL AND RESOURCES IMPLICATIONS:

Council does not currently have the resources to manage the works internally or to process and close out works ready for claiming. As such, Council has continued the engagement of a project management company to ensure continuity of knowledge, work, approvals and processing of claims.

The works will be delivered primarily by contractors approved under Council's tender panel process and in compliance with Council's Integrated Management System (IMS). Larger, specialised works, including bridge renewals and slope stabilisation works, will have specific Request for tenders (RFTs) or Requests for Quotes (RFQs) undertaken in line with Councils procurement guidelines.

Due to the forecast expenditure, the Project Management Team aim to be claiming on a monthly or bi-monthly basis at the completion of milestones for sections of road works across the Local Government Area to limit Councils exposure to the "Cost Recovery" nature of the Grant.

Council has already paid for its contribution of \$67,837.50 towards the declaration of AGRN 1034 as part of the 2022/23 budget.

The works approved are predominantly maintenance-based activities with some capital improvements. The approved replacements will be in line with Councils Asset Management guidelines and TfNSW approval requirements with limited impact expected on depreciation.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Procurement will be undertaken in accordance with the *Local Government Act 1993* and Council's Procurement Policy.

Claims will be managed in line with Disaster Recovery Funding Arrangements Guidelines and the funding deed.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

A Project Management Plan (PMP) is being developed in line with Council's IMS ensuring compliance to quality, safety and environment activities to mitigate, manage or remove associated project risks.

The approved works will return Council's assets to pre-disaster event service levels.

OPTIONS:

1. Adopt as per recommendations set out in this report - preferred option.
2. Decline the recommendations set out in this report and not undertake the works eligible under the DRFA.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

1. Council will undertake notifications and communication of the works associated with this grant in line with Councils current community engagement policy.

ATTACHMENTS

1. AGRN 1034 Approved Work List (Under separate cover)
2. TfNSW DRFA Funding letter dated 25 October 2023 (Under separate cover)

11.4. DRINKING WATER MANAGEMENT SYSTEM ANNUAL REPORT FOR 2022-23

REPORT AUTHOR: MANAGER UTILITIES & WASTE BUSINESS

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS

EXECUTIVE SUMMARY:

This report presents the Council with the Drinking Water Management System (DWMS) annual report for the 2022-23 reporting period from 1 January 2022 to 30 June 2023.

The report summarises Council's drinking water quality performance over the reporting period and also updates Council on the annual review outcomes.

Historically, Snowy Valleys Council has reported the DWMS quality performance and outcomes on a calendar year, but in order to align with Councils IP&R and Corporate reporting has now switched to financial year reporting.

This is the transition report and reports on 18 months of operation.

This report helps to demonstrate Council's commitment to providing the communities across the Snowy Valleys Local Government Area with safe, secure and healthy drinking water.

Council is required to endorse the report for submission to NSW Health.

RECOMMENDATION:

THAT COUNCIL:

- 1. Note this report on the Drinking Water Management System Annual Report for 2022-23; and**
- 2. Endorse the Drinking Water Management System Annual Report 2022-23 for submission to the local Public Health Unit (PHU), NSW Health.**

BACKGROUND:

Water suppliers in NSW are required to establish and adhere to a quality assurance program, known as a Drinking Water Management System (DWMS).

Annual reports are to be submitted to NSW Health to demonstrate that the DWMS is being implemented effectively.

Annual reports address the reporting, evaluation, review and continuous improvement requirements of Snowy Valleys Council's DWMS, in particular:

- The performance of critical control points
- A water quality review (raw, treated and distribution water quality including verification monitoring in the NSW Health Drinking Water Database)
- Levels of service (including consumer complaints)
- Incidents and emergencies
- Drinking Water Management System implementation
- Continuous improvement plan implementation

REPORT:

1. Introduction

The *Public Health Act 2010* requires all drinking water suppliers to implement a quality assurance program for the safe supply of drinking water. Public drinking water supplies are routinely monitored and NSW Health has a comprehensive Drinking Water Monitoring Program for water utilities in regional areas.

An overview of select key report findings is presented in the following sections. Also refer to the attached report from Viridis Consultants.

Snowy Valleys Council operates and manages the following six (6) drinking water supply schemes, servicing eight areas:

- Batlow
- Brungle
- Khancoban
- Talbingo
- Tumbarumba
- Tumut (which includes Adelong and Cloverdale).

2. Scheme Changes

There were no significant permanent changes to the schemes, including catchment characteristics, treatment processes, chemicals used and the distribution network.

3. Critical Control Points (CCP)

Critical control points (CCP) are selected as points that control hazards that represent a significant risk and require elimination or reduction to assure supply of safe drinking water.

CCPs must be monitored regularly, ideally continuously, to ensure the effectiveness of protection barriers.

A critical limit excursion may indicate that a treatment process is no longer operating properly whereas an ADWG non-conformance indicates that water delivered to customers did not meet required specifications. Both should be managed in accordance with the Incident Emergency Response Protocols (IERP), and CCP procedures where applicable.

Typical CCPs as part of process monitoring include: pH, turbidity, fluoride concentration (where dosed), chlorine residual, and reservoir integrity.

This annual review has identified the need for a formal CCP review which will be undertaken in the second half of 2023. A CCP Review Workshop has been scheduled for Friday, 10 November 2023.

A summary of the CCP performance from January 2022 to June 2023 is provided in Table 1 below.

Table 1 CCP Performance Jan 2022 to Jun 2023

Supply System	CCP Performance
Batlow	<ul style="list-style-type: none"> • The turbidity trend of the filtered water shows good conformance (mostly <0.2 NTU). There were no breaches of the 0.8 NTU critical limit for filter turbidity, indicating filters are performing well. • There were instances where pH values that lay outside the upper and lower alert limits. When the pH limits were triggered, operators made adjustments to resolve the issues, and the pH returned to target levels following the excursions. • Free chlorine in the treated water shows mostly a consistent trend. But there were two breaches of the low critical limit in January 2023 and seven instances of the

Supply System	CCP Performance
	<p>high critical limit being breached in March 2023. However, there were no times when the free chlorine residual approached the ADWG health limit of 5 mg/L.</p> <ul style="list-style-type: none"> The fluoride trend shows that there were no times when the fluoride exceeded the upper critical limit. However, there have been some issues with the fluoride dosing; at the start of the reporting period there was a technical issue and fluoridation was stopped temporarily until the issue was fixed.
Brungle	<ul style="list-style-type: none"> The turbidity trend of filtered water and treated water shows very good conformance (mostly <0.5 NTU). pH of the treated water displays a trend of mostly 7.0 – 7.5, which falls below the lower alert limit. However, there were no breaches of the critical limit and all values remained consistent between the ADWG aesthetic guidelines. The free chlorine trend of the treated water shows that most values exceeded the upper alert and critical limits. However, there were no times when the free chlorine residual approached the ADWG health limit of 5 mg/L. This limit will be reviewed in CCP Review workshop to ensure that it has been set appropriately.
Khancoban	<ul style="list-style-type: none"> The free chlorine trend of the treated water shows there was very good conformance, and few values fell below the lower alert limit of 0.5 mg/L. However, there were no times where the free chlorine residual breached the critical limits.
Talbingo	<ul style="list-style-type: none"> The turbidity trend of filtered water shows that it is mostly <0.2 NTU. Turbidity of the treated water shows 100% conformance with the CCP limits. The pH of the treated water shows quite a variable trend with a range of 7.2 – 8.2 but the critical limit was never breached. Also, the results 100% conformed with the ADWG aesthetic guideline. The free chlorine trend of the treated water displays good conformance (mostly between 0.5 mg/L and 1.0 mg/L).
Tumbarumba	<ul style="list-style-type: none"> The Filter's turbidity trend shows it was mostly <0.4 NTU across both filters. The free chlorine trend of the treated water displays very good conformance (mostly between 0.45 mg/L and 1.20 mg/L). The fluoride trend of the treated water shows that many values fell below the lower critical limit of 0.9 mg/L throughout the reporting period. No values exceeded the ADWG health limit of 1.5 mg/L.
Tumut	<ul style="list-style-type: none"> Turbidity of the filtered and treated water shows 100% conformance with the CCP limits. pH of the treated water displays a trend of mostly 7.0 – 7.5, which falls below the lower alert limit, but all values remained consistent between the ADWG aesthetic guidelines. The fluoride trend of treated water displays very good conformance (mostly between 0.9 mg/L and 1.1 mg/L).

4. Verification Monitoring Performance

Verification of drinking water quality provides an assessment of the overall performance of the system and the ultimate quality of drinking water being supplied to consumers. This incorporates monitoring drinking water quality as well as assessment of consumer satisfaction.

Drinking water monitoring programs comprises:

4.1. Drinking water quality monitoring (compliance monitoring)

Used for assessing compliance with the guidelines and if necessary as a trigger for corrective action to improve water quality.

For the reporting period from 1 January 2022 to 30 June 2023, all water supply schemes were fully compliant with the Australian Drinking Water Guidelines (ADWG)-health based guidelines.

4.2 Water Quality Customer Complaints

There were 23 water quality complaints in the January 2022 to June 2023 reporting period. 17 complaints were from Tumut, 4 were from Tumbarumba and 2 were from Batlow.

Most complaints related to aesthetic aspects of water (colour, clarity, taste and odour) and were actioned by ensuring water quality testing returned acceptable results and, where required, were also actioned by mains flushing near the property until cleared.

5. Improvement Plan Implementation

The DWMS improvement plan was reviewed and updated during the preparation of the annual report.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 3 - Our Environment

Theme 4 - Our Infrastructure

Community Strategic Plan Strategic Objectives

CSP3 Our natural environment is cared for and protected to ensure future generations can experience and enjoy its beauty

CSP4 Our infrastructure includes Council services that plan, manage, maintain and renew our community infrastructure and transport networks

Delivery Program Principal Activities

3.2 Deliver best practice water and wastewater services

4.2 Manage and plan for affordable infrastructure to meet current and future community needs

FINANCIAL AND RESOURCES IMPLICATIONS:

Viridis Consultants were engaged to undertake the 2022-23 Annual Report; funding was provided from Council's water supply operational budgets.

Any improvement plan, capital and/or maintenance actions will be implemented as part of the annual operational budget reviews, rolling capital works and renewals program.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The Public Health Regulation 2012 requires Council to undertake an internal annual review of the DWMS and submit the annual review report to NSW Health PHU. Where a Council does not submit an annual report, this is reported by NSW Health to DPIE Water.

Note: Water and wastewater performance reporting is also completed each financial year. This is reported to NSW DPIE Water and includes all water compliance data. The community can access outcomes of this report from the DPIE website @ <https://water.dpie.nsw.gov.au/local-water-utilities/local-water-utility-performance>

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Risks are assessed in accordance with Council's Enterprise Risk Management Framework, the DWMS and the Australian Drinking Water Guidelines (ADWG).

DWMS Annual Reports provide a high level summary to NSW Health and the SVC community regarding how well Council is managing its water supplies in accordance with the DWMS.

OPTIONS:

1. Endorse the annual reports prior to being formally submitted to NSW Health - **this is the preferred option.**
2. Council may choose to request amendments to the report with endorsement subject to the changes made, however noting that specific technical, factual statements and data are unable to be changed.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Consultation for the preparation of the 2022-23 annual reports included:

- Council's water operations staff as appropriate to each water supply scheme, Council's supervisory and technical staff.
- Council customer service records were utilised to inform the customer complaints portion of the annual reviews.

ATTACHMENTS

1. Drinking Water Management System - Annual Report 2022-23 (Under separate cover)

11.5. DRAFT CYBER SECURITY & IT CHANGE MANAGEMENT POLICIES

REPORT AUTHOR: MANAGER INFORMATION TECHNOLOGY

RESPONSIBLE DIRECTOR: DIRECTOR COMMUNITY & CORPORATE

EXECUTIVE SUMMARY:

The purpose of this report is to inform Council that a Cyber Security Policy SVC-IT-PO-013-01 and IT Change Management Policy SVC-IT-PO-131-01 have recently been developed. These policies are intended to manage cyber security risk effectively, maintain a secure operating environment and manage critical IT system changes. It is recommended that Council adopt the Cyber Security Policy and the IT Change Management Policy. Given the sensitivity and security of such documents, it is not recommended they be the subject of community consultation or be placed on Council's website.

RECOMMENDATION:**THAT COUNCIL:**

1. **Adopt the Draft Cyber Security Policy SVC-IT-PO-013-01 and Draft IT Change Management Policy SVC-IT-PO-131-01; and**
2. **Note these policies will not be released for community consultation or be placed on Council's website for security purposes.**

BACKGROUND:

Following external audit in 2021, several recommendations were made in order to advance Council's cyber security maturity and to document a process for approving changes made to key IT systems.

One of the primary recommendations was to develop a Cyber Security Policy and an IT Change Management Policy.

REPORT:**CYBER SECURITY POLICY**

The Draft Cyber Security Policy SVC-IT-PO-013-01 is a high-level document that defines leadership expectations with regards to information security. It defines the control requirements to protect information, how the controls will be delivered through standards, processes and procedures, and the response strategies in the event that preventative controls fail. The implementation of the controls will be supported by training and tools, as required.

The Policy outlines the roles and responsibilities of staff together with a range of measures that can be used to prevent cyber security breaches, including access controls, asset identification and classification, data encryption, network security, vulnerability management and data backup/recovery.

IT CHANGE MANAGEMENT POLICY

The Draft IT Change Management Policy SVC-IT-PO-131-01 is designed to support clause 4.14.(3.1) "Change and Configuration Management" in the Cyber Security Policy and to formally handle critical IT Changes. The policy aims to reduce the likelihood of unauthorised or untested changes to application programs, configurations, databases or operating systems. It also ensures that changes to key systems are appropriately tested and approved prior to implementation.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**Integrated Planning and Reporting Framework:****Delivery Program and Operation Plan Strategic Directions**

Theme 5 - Our Civic Leadership

Community Strategic Plan Objectives

CSP5 Our Civic leadership and organisation government fosters open and transparent partnership with our community

Delivery Program Principal Activities

5.4 Maintain and deliver a governance framework that guides good decision making, accountability and legislative compliance

FINANCIAL AND RESOURCES IMPLICATIONS:

The necessary funds required to implement the new Policies has already been incorporated in Council's annual budget.

Having these policies in place will help reduce the cost of Cyber Security Insurance.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The implications of cyber security breaches can be serious, ranging from fines and regulatory sanctions, audits, and lengthy regulatory investigations.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	Data Breach		Business Reputation
Environmental & Public Health	-		-
Financial	Legal Fees		Cost Savings
People	Identity Theft		Business Reputation
Technology	Data Loss		Data Protection
Stakeholder	-		-
Service Delivery	Downtime		Cost Savings

OPTIONS:

1. Adopt as per recommendations set out in this report.
2. Decline the recommendations set out in this report.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Given the sensitivity and confidentiality of the documents, it is not recommended that Council consult the community or publish the documents on Council's website.

ATTACHMENTS

1. DRAFT Cyber Security Policy SVC-IT-PO-013-01 (Under separate cover)
2. DRAFT IT Change Management Policy SVC-IT-PO-131-01 (Under separate cover)

Attachments 1 and 2 are confidential under the *Local Government Act 1993* Section 10A 2 F as it relates to matters affecting the security of council, councillors, council staff or council property and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

12. MINUTES OF COMMITTEE MEETINGS

12.1. MINUTES - YOUTH COUNCIL COMMITTEE MEETING - 25 OCTOBER 2023

REPORT AUTHOR: COMMUNITY DEVELOPMENT OFFICER

RESPONSIBLE DIRECTOR: DIRECTOR COMMUNITY & CORPORATE

EXECUTIVE SUMMARY:

The Youth Council Committee is an Advisory Committee to Council to provide appropriate advice and recommendations on matters relevant to youth in the Local Government Area and to provide a forum for discussion of youth issues. The Committee met on the 25th of October 2023 and the minutes are now presented to Council.

RECOMMENDATION:

THAT COUNCIL:

1. Note the minutes of the Youth Council Committee held on 25 October 2023; and
2. Appoint Amy Murphy and Aiyana Ironside as voting members of the Youth Council Committee.

BACKGROUND:

Council resolved (M270/20) at the November 2020 meeting to maintain the Youth Council as an advisory committee of Council.

After a recruitment campaign Council received five (5) Committee member applications and one (1) Adult Facilitator/ Volunteer application. Council resolved (M185/23) at the September 2023 meeting to approve the applications which has reestablished the Snowy Valleys Youth Council Committee.

The Youth Council Committee currently has five (5) voting members and one (1) adult facilitator/volunteer. In line with Council's Committee Operation Manual, Committees can elect a minimum of three (3) and a maximum of twelve (12) voting members.

REPORT:

At the Youth Council meeting held on Tuesday 25 October 2023, key agenda items were discussed, and details are included in the attached minutes. Two (2) new committee membership applications were received and it is recommended that they be appointed.

2. Received two (2) new Committee membership applications.

Name	Town	Position	Qualifications	Reasons for Joining
Amy Murphy	Kunama	Voting member	School Captain SRC representative	Make sure that everyone is heard regardless of their age, gender or status.
Aiyana Ironside	Batlow	Voting member	School Captain SRC representative Batlow Rotary group member Starting Fresh Batlow member	To represent the youth of Batlow and allow the young members of the community to have a voice and representation among council decisions.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**Integrated Planning and Reporting Framework:****Community Strategic Plan Theme**

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

CSP5 Our Civic leadership and organisation government fosters open and transparent partnership with our community

Delivery Program Principal Activities

5.1 Communicate with our community and provide opportunities for participation in decision making

FINANCIAL AND RESOURCES IMPLICATIONS:

Cost associated with the Youth Council will be allocated to the youth development budget.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The *Local Government Act 1993*, Section 375 - Minutes, requires Councils to keep full and accurate minutes of meetings.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

N/A

OPTIONS:

1. Adopt as per recommendations set out in this report - preferred option.
2. Amend.
3. Decline the recommendations set out in this report

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

ATTACHMENTS

1. 20231025 - Minutes - Youth Council Committee - 25 October 2023 (Under separate cover)

13. CONFIDENTIAL

Section 10D of the *Local Government Act 1993* provides that Council may close to the public that part of the meeting that deals with matters of a confidential nature. Section 10A(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 10A(2) of the *Local Government Act 1993* for the reasons specified:

11.5 CONFIDENTIAL - IT CYBER SECURITY & CHANGE MANAGEMENT POLICIES - ATTACHMENTS

Attachments 1 & 2 to Item 11.5 are confidential under the *Local Government Act 1993* Section 10A (2) (f) as it relates to matters affecting the security of council, councillors, council staff or council property and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.1 CONFIDENTIAL - WRITE-OFF OF DEBTS

Item 13.1 is confidential under the *Local Government Act 1993* Section 10A (2) (b) and (e) as it relates to 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.

13.2 CONFIDENTIAL - OUTCOME OF LITTLE RIVER ROAD MEDIATION

Item 13.2 is confidential under the *Local Government Act 1993* Section 10A (2) (g) as it relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

13.3 CONFIDENTIAL - RFT 2023-02 - HUME & HOVELL MAINTENANCE SERVICES TENDER

Item 13.3 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.

13.4 CONFIDENTIAL - SNOWY 2.0 CONNECTOR ROAD MAINTENANCE AGREEMENT

Item 13.4 is confidential under the *Local Government Act 1993* Section 10A (2) (c) as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

14. MEETING CLOSURE
