



SNOWY VALLEYS COUNCIL ORDINARY MEETING

AGENDA

Thursday, 17 April 2025

THE MEETING WILL BE HELD AT 4:00 PM
COUNCIL CHAMBERS 76 CAPPER STREET TUMUT AND 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.



Thursday, 17 April 2025

Council Chambers 76 Capper Street Tumut and Via Video Link

4:00 PM

AGENDA

1. PUBLIC FORUM	6
2. ACKNOWLEDGEMENT OF COUNTRY	6
3. APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE	6
4. DECLARATIONS OF PECUNIARY INTEREST	6
5. CONFIRMATION OF MINUTES.....	6
5.1. MINUTES - ORDINARY COUNCIL - 20 MARCH 2025.....	6
6. CORRESPONDENCE/PETITIONS	23
7. MAYORAL MINUTE.....	24
7.1. MAYORAL MINUTE - VALE - FORMER GENERAL MANAGER CHRIS ADAMS.....	24
8. NOTICE OF MOTION/NOTICE OF RESCISSION	25
9. URGENT BUSINESS WITHOUT NOTICE	25
10. GOVERNANCE AND FINANCIAL REPORTS	26
10.1. COUNCIL RESOLUTIONS ACTION REPORT - APRIL 2025.....	26
10.2. DE-AMALGAMATION UPDATE	35
10.3. PLANNING & UNDERSTANDING OF LOCAL GOVERNMENT FINANCES FOR COUNCILLORS - 21 MAY & 24 JUNE 2025	38
10.4. ENDORSEMENT OF THE DRAFT INTEGRATED PLANNING AND REPORTING SUITE (2025-2029) - FOR PUBLIC EXHIBITION	41
10.5. COUNCILLOR AND COMMUNITY DIRECTORS TO THE BOARD - HYNE COMMUNITY TRUST	50

10.6. DRAFT PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY - FOR PUBLIC EXHIBITION	53
10.7. COMMUNITY ENGAGEMENT STRATEGY AND COMMUNITY ENGAGEMENT POLICY - FOR ADOPTION	56
10.8. COUNCIL COMMITTEES POLICY - FOR PUBLIC EXHIBITION.....	60
10.9. STATEMENT OF INVESTMENTS - MARCH 2025.....	63
11. MANAGEMENT REPORTS	67
11.1. MULTIPURPOSE AND EVACUATION CENTRE PROJECT - UPDATE - APRIL 2025	67
11.2. PROPOSED TELECOMMUNICATION TOWER - TALBINGO RESOURCE RECOVERY CENTRE	75
11.3. DRINKING WATER MANAGEMENT SYSTEM ANNUAL REPORT FOR 2023-2024	82
12. MINUTES OF COMMITTEE MEETINGS.....	88
12.1. MINUTES - AUDIT RISK AND IMPROVEMENT COMMITTEE - 19 MARCH 2025.....	88
12.2. MINUTES - YOUTH COUNCIL COMMITTEE - 13 MARCH 2025.....	90
12.3. MINUTES - TOOMA RECREATION RESERVE COMMITTEE - 4 MARCH 2025	92
13. CONFIDENTIAL.....	94
11.2 CONFIDENTIAL ATTACHMENT - PROPOSED TELECOMMUNICATION TOWER - TALBINGO RESOURCE RECOVERY CENTRE.....	95
13.1 CONFIDENTIAL - RFT 2025/01 DESIGN & REPLACEMENT OF FILTER MEDIA AND ASSOCIATED WORKS AT THE TUMUT WATER TREATMENT PLANT	95
14. MEETING CLOSURE.....	96

1. PUBLIC FORUM

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.

<h2>5. CONFIRMATION OF MINUTES</h2>

5.1. MINUTES - ORDINARY COUNCIL - 20 MARCH 2025

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting held on 20 March 2025 be received and confirmed as an accurate record.

Attachment 1 - 20250320 - DRAFT Minutes - Ordinary Council



ORDINARY MEETING

MINUTES

Thursday, 20 March 2025

THE MEETING WAS HELD AT 4:00 PM
COUNCIL CHAMBERS 76 CAPPER STREET TUMUT / VIA VIDEO LINK

Mayor

Acting General Manager



Thursday, 20 March 2025
Council Chambers 76 Capper Street Tumut / Via Video Link
4:00 PM

MINUTES

1. PUBLIC FORUM	4
2. ACKNOWLEDGEMENT OF COUNTRY	4
3. APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE	4
4. DECLARATIONS OF PECUNIARY INTEREST	4
5. CONFIRMATION OF MINUTES.....	5
5.1. MINUTES - ORDINARY COUNCIL - 20 FEBRUARY 2025	5
6. CORRESPONDENCE/PETITIONS	5
7. MAYORAL MINUTE.....	5
7.1. MAYORAL MINUTE - RECOGNITION OF RECENT COMMUNITY EVENTS	5
7.2. MAYORAL MINUTE - REMOVAL OF BLACKBERRIES AS PRIORITY WEEDS - NSW STATE WEEDS ACTION PLAN	5
8. NOTICE OF MOTION/NOTICE OF RESCISSION.....	6
9. URGENT BUSINESS WITHOUT NOTICE	6
10. GOVERNANCE AND FINANCIAL REPORTS	6
10.1. COUNCIL RESOLUTIONS ACTION REPORT - MARCH 2025	6
10.2. DE-AMALGAMATION UPDATE	6
10.3. 2025 LGNSW RURAL AND REGIONAL SUMMIT - 8 MAY SYDNEY.....	6

Page 2

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in Council Chambers 76 Capper Street Tumut / Via Video Link on Thursday, 20 March 2025

Mayor

Acting General Manager

10.4. 2025 NATIONAL GENERAL ASSEMBLY - 24-27 JUNE - CANBERRA.....	7
10.5. DRAFT REVISED SNOWY VALLEYS COMMUNITY STRATEGIC PLAN - TOWARDS 2042 - FOR PUBLIC EXHIBITION.....	9
10.6. DRAFT KERBSIDE COLLECTION POLICY - FOR PUBLIC EXHIBITION.....	9
10.7. COUNCILLOR EXPENSES FOR THE SIX MONTH PERIOD ENDING 31 DECEMBER 2024	9
10.8. STATEMENT OF INVESTMENTS - FEBRUARY 2025.....	10
11. MANAGEMENT REPORTS	10
11.1. MULTIPURPOSE AND EVACUATION CENTRE PROJECT - UPDATE - MARCH 2025.....	10
11.2. HUMELINK PROJECT UPDATE NUMBER 2 - 20 MARCH 2025	10
11.3. INNOVATE RECONCILIATION ACTION PLAN 2025-2026 UPDATE	10
11.4. NEW AMENITIES FACILITY ON COUNCIL RESERVE LICENCE AGREEMENT - VICTORIA HILL ROAD ADELONG - ADELONG PROGRESS ASSOCIATION.....	11
11.5. REVIEW - ENERGY TARIFFS AND SUPPLY AGREEMENTS - MOVING TOWARDS 100 PERCENT RENEWABLE ENERGY	11
11.6. RIVERGLADE CARAVAN PARK TUMUT - LOT 2 - LEASE AGREEMENT - REFLECTIONS HOLIDAY PARKS	12
12. MINUTES OF COMMITTEE MEETINGS.....	12
12.1. MINUTES - FIRST NATIONS LIAISON COMMITTEE - 19 FEBRUARY 2025	12
12.2. MINUTES - LOCAL TRAFFIC COMMITTEE - 12 FEBRUARY 2025	13
12.3. MINUTES - TUMUT AERODROME COMMITTEE - 11 FEBRUARY 2025	13
12.4. MINUTES - GLENROY HERITAGE RESERVE COMMITTEE - 5 FEBRUARY 2025.....	14
13. CONFIDENTIAL.....	14
13.1. CONFIDENTIAL - RIVERGLADE CARAVAN PARK TUMUT - LOT 2 - LEASE AGREEMENT - REFLECTIONS HOLIDAY PARKS.....	14
14. MEETING CLOSURE.....	16

PRESENT: Mayor Julia Ham, Cr Grant Hardwick, Cr James Hayes, Cr Michael Inglis, Cr John Larter, Cr Hugh Packard, Cr David Sheldon, Cr Andrew Wortes

IN ATTENDANCE: Acting General Manager Jessica Quilty, Acting Director Community, Corporate & Development Nick Wilton, Director Infrastructure & Works Duncan Mitchell, Chief Financial Officer Manna Doshii

1. PUBLIC FORUM

Hansie Armour addressed the meeting, speaking against Item 11.6 Riverglade Caravan Park Tumut Lot 2 Lease Agreement Reflections Holidays Parks.

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE

M41/25 RESOLVED that the Leave of Absence from Cr Trina Thomson be received and granted.

Cr Hayes/Cr Sheldon

CARRIED UNANIMOUSLY

4. DECLARATIONS OF PECUNIARY INTEREST

Cr James Hayes declared a non-significant non-pecuniary interest in relation to report 11.4 New Amenities Facility on Council Reserve Licence Agreement - Victoria Hill Road Adelong - Adelong Progress Association due to being Council's delegate to the Adelong Progress Association and will remain in the room during discussion and participate in voting.

5. CONFIRMATION OF MINUTES

5.1. MINUTES - ORDINARY COUNCIL - 20 FEBRUARY 2025

M42/25 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 20 February 2025 be received and confirmed as an accurate record.

Cr Packard/Cr Sheldon

CARRIED UNANIMOUSLY

6. CORRESPONDENCE/PETITIONS

Nil.

7. MAYORAL MINUTE

7.1. MAYORAL MINUTE - RECOGNITION OF RECENT COMMUNITY EVENTS

M43/25 RESOLVED:

THAT COUNCIL:

1. Write to Tumut Hospital Auxiliary thanking the committee and volunteer members for 90 years of service to the Tumut area;
2. Write to the Tumbafest Committee thanking the committee and volunteers for their work with the successful Tumbafest music festival; and
3. Acknowledge the NSW South-West Slopes SES recipients for their long service and emergency awards.

CARRIED UNANIMOUSLY

7.2. MAYORAL MINUTE - REMOVAL OF BLACKBERRIES AS PRIORITY WEEDS - NSW STATE WEEDS ACTION PLAN

M44/25 RESOLVED:

THAT COUNCIL:

1. Continues to allocate resources to control blackberries through the Council area;
2. Supports the Murray Region Forestry Hub Blackberry Project Strategic Plan;
3. Write to Minister Moriarty to reclassify blackberries as a priority weed on the State Weeds Action Plan;

Page 5

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in Council Chambers 76 Capper Street Tumut / Via Video Link on Thursday, 20 March 2025

Mayor

Acting General Manager

4. Write to the Local Land Service outlining the position of Snowy Valleys Council as a council that is committed to controlling weeds and the need for recurrent funding to continue its efforts.

CARRIED UNANIMOUSLY

8. NOTICE OF MOTION/NOTICE OF RESCISSION

Nil.

9. URGENT BUSINESS WITHOUT NOTICE

Nil.

10. GOVERNANCE AND FINANCIAL REPORTS

10.1. COUNCIL RESOLUTIONS ACTION REPORT - MARCH 2025

M45/25 RESOLVED:

THAT COUNCIL:

1. Note the report on the Council resolution actions as at March 2025.

Cr Larter/Cr Hardwick

CARRIED UNANIMOUSLY

10.2. DE-AMALGAMATION UPDATE

M46/25 RESOLVED:

THAT COUNCIL:

1. Note the report on the De-amalgamation Update as at March 2025.

Cr Hayes/Cr Wortes

CARRIED UNANIMOUSLY

10.3. 2025 LGNSW RURAL AND REGIONAL SUMMIT - 8 MAY SYDNEY

M47/25 RESOLVED:

THAT COUNCIL:

1. Endorse the attendance of Mayor Julia Ham and Deputy Mayor Hugh Packard at the 2025 LGNSW Rural and Regional Summit; and

Page 6

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in Council Chambers 76 Capper Street Tumut / Via Video Link on Thursday, 20 March 2025

Mayor

Acting General Manager

2. Approve the attendance of other Councillors wishing to attend the 2025 LGNSW Rural and Regional Summit provided there are sufficient funds within budget allocations at the time of registering attendance.

Cr Larter/Cr Sheldon

CARRIED UNANIMOUSLY

10.4. 2025 NATIONAL GENERAL ASSEMBLY - 24-27 JUNE - CANBERRA

MOTION:

THAT COUNCIL:

1. Approve the registration of voting and non-voting Councillors nominated to attend the 2025 National General Assembly in person, provided there is sufficient funds within budget allocations at the time of registering attendance; and
2. Submit the following motions to the 2025 National General Assembly -
This National General Assembly calls on the Australian Government to:
 - provide an increase of Financial Assistance Grants (FAGs) for all Local Government Areas across Australia;
 - ensure that blackberries be considered as a priority weed and controlled for all Local Government Areas across Australia;
 - mandate that all energy projects of State and National significance (such as hydro power, transmission lines, batteries and solar/wind farms) leave a lasting legacy fund to the communities that are impacted by such development.
 - hold a Royal Commission into the handling of COVID-19.

Cr Sheldon/Cr Wortes

M48/25 RESOLVED to vote individually on each motion to be submitted to the Australian Local Government Association (ALGA) 2025 National General Assembly.

Cr Sheldon/Cr Wortes

CARRIED UNANIMOUSLY

M49/25 RESOLVED:

THAT COUNCIL:

1. Submit the following motion to the Australian Local Government Association (ALGA) 2025 National General Assembly:
 - This National General Assembly calls on the Australian Government to provide an increase of Financial Assistance Grants (FAGs) for all Local Government Areas across Australia.

Cr Sheldon/Cr Packard

CARRIED UNANIMOUSLY

M50/25 RESOLVED:

THAT COUNCIL:

1. Submit the following motion to the Australian Local Government Association (ALGA) 2025 National General Assembly:

- This National General Assembly calls on the Australian Government to ensure that blackberries be considered as a priority weed and controlled for all Local Government Areas across Australia.

Cr Sheldon/Cr Wortes

CARRIED UNANIMOUSLY**M51/25 RESOLVED:**

THAT COUNCIL:

1. Submit the following motion to the Australian Local Government Association (ALGA) 2025 National General Assembly:

- *This National General Assembly calls on the Australian Government to mandate that all energy projects of State and National significance (such as hydro power, transmission lines, batteries and solar/wind farms) leave a lasting legacy fund to the communities that are impacted by such development.*

Cr Hayes/Cr Larter

CARRIED UNANIMOUSLY**M52/25 RESOLVED:**

THAT COUNCIL:

1. Submit the following motion to the Australian Local Government Association (ALGA) 2025 National General Assembly:

- This National General Assembly calls on the Australian Government to hold a Royal Commission into the handling of COVID-19.

Cr Sheldon/Cr Hayes

For: Cr Larter, Cr Hayes, Cr Hardwick, Cr Sheldon, Cr Ham

Against: Cr Packard, Cr Wortes, Cr Inglis

CARRIED**5/3**

10.5. DRAFT REVISED SNOWY VALLEYS COMMUNITY STRATEGIC PLAN - TOWARDS 2042 - FOR PUBLIC EXHIBITION**M53/25 RESOLVED:**

THAT COUNCIL:

1. Endorse the revised Snowy Valleys Community Strategic Plan - Towards 2042 for public exhibition for a minimum period of 28 days;
2. Note if any submissions are received during the exhibition, a further report will be provided;
3. Authorise the Acting General Manager to make any minor changes to the revised Community Strategic Plan -Towards 2042, if required; and
4. Endorse the Snowy Valleys Community Strategic Plan-Towards 2042 if no submissions are received, on the day after the completion of the public exhibition period.

Cr Sheldon/Cr Hardwick

CARRIED UNANIMOUSLY**10.6. DRAFT KERBSIDE COLLECTION POLICY - FOR PUBLIC EXHIBITION****M54/25 RESOLVED:**

THAT COUNCIL:

1. Endorse the Draft Kerbside Collection Policy SVC-ENG-PO-134-01 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 Kerbside Collection Policy SVC-ENG-PO-134-01 if no submissions are received after the completion of the public exhibition period.

Cr Packard/Cr Hardwick

CARRIED UNANIMOUSLY**10.7. COUNCILLOR EXPENSES FOR THE SIX MONTH PERIOD ENDING 31 DECEMBER 2024****M55/25 RESOLVED:**

THAT COUNCIL:

1. Note the report on Councillor Expenses for the six (6) month period ending 31 December 2024.

Cr Sheldon/Cr Larter

CARRIED UNANIMOUSLY

10.8. STATEMENT OF INVESTMENTS - FEBRUARY 2025**M56/25 RESOLVED:**

THAT COUNCIL:

1. Note the report on Statement of Investments - February 2025.

Cr Larter/Cr Sheldon

CARRIED UNANIMOUSLY**11. MANAGEMENT REPORTS****11.1. MULTIPURPOSE AND EVACUATION CENTRE PROJECT - UPDATE - MARCH 2025****M57/25 RESOLVED:**

THAT COUNCIL:

1. Note the Multipurpose and Evacuation Centre Project - Update - March 2025 Report.

Cr Sheldon/Cr Packard

CARRIED UNANIMOUSLY**11.2. HUMELINK PROJECT UPDATE NUMBER 2 - 20 MARCH 2025****M58/25 RESOLVED:**

THAT COUNCIL:

1. Note the HumeLink Project Update Report Number 2 - 20 March 2025.

Cr Packard/Cr Wortes

CARRIED UNANIMOUSLY**11.3. INNOVATE RECONCILIATION ACTION PLAN 2025-2026 UPDATE****M59/25 RESOLVED:**

THAT COUNCIL:

1. Note the report on the Innovate Reconciliation Action Plan 2025-2026 update.

Cr Sheldon/Cr Hardwick

For: Cr Packard, Cr Hayes, Cr Inglis, Cr Ham, Cr Hardwick, Cr Wortes, Cr Sheldon

Against: Cr Larter

CARRIED**7/1**

11.4. NEW AMENITIES FACILITY ON COUNCIL RESERVE LICENCE AGREEMENT - VICTORIA HILL ROAD ADELONG - ADELONG PROGRESS ASSOCIATION**MOTION:****THAT COUNCIL:**

1. Note the report on the Licence Agreement that Council has negotiated with Adelong Progress Association on the construction, operation and maintenance of a new Amenities Building located within Council's Road Reserve on Council Road Reserve at Victoria Hill Road, Adelong, and part of Crown Reserve 84101, Golden Gully Park.

Cr Hayes/Cr Packard

M60/25 RESOLVED to move into Committee of the Whole

Cr Hayes/Cr Hardwick

CARRIED UNANIMOUSLY

Cr Wortes left the meeting at 4.56pm and returned at 4.58pm.

M61/25 RESOLVED to move out of Committee of the Whole

Cr Hayes/Cr Sheldon

CARRIED UNANIMOUSLY

M62/25 RESOLVED:**THAT COUNCIL:**

1. In consultation with the Adelong Progress Association, not proceed with the Licence Agreement that Council has negotiated with Adelong Progress Association on the construction, operation and maintenance of a new Amenities Building located within Council's Road Reserve on Council Road Reserve at Victoria Hill Road, Adelong, and part of Crown Reserve 84101, Golden Gully Park.
2. Take over maintenance and cleaning of the facility in accordance with its normal cleaning schedule for public amenities in Adelong.

Cr Hayes/Cr Packard

CARRIED UNANIMOUSLY

11.5. REVIEW - ENERGY TARIFFS AND SUPPLY AGREEMENTS - MOVING TOWARDS 100 PERCENT RENEWABLE ENERGY**M63/25 RESOLVED:****THAT COUNCIL:**

1. Undertake a Request for Tender (RFT) process for its nine (9) large retail energy sites plus streetlighting on a two (2) year agreement;

2. As part of the RFT process, request renewable energy supply rates for its large retail energy sites and streetlighting to be priced from 50% through to 100% renewable energy supply so that the cost to Council of moving towards 100% renewable energy supply can be fully understood;
3. Engage Chargeworks for \$11,500.00 plus GST to run the Request for Tender (RFT) process on Council's behalf; and
4. Note the recommendation from Chargeworks for Council to transition its one hundred and forty (140) x small sites, to the Shell 3062 offer available through Buy NSW which has access to 100% Greenpower. This will potentially save Council \$207,022 per annum whilst reducing yearly emissions by 1,410 tonnes. Chargeworks advises that Council can sign up to this offer without further quotes or tenders and can opt out of the agreement at any time.

Cr Packard/Cr Hardwick

CARRIED UNANIMOUSLY

11.6. RIVERGLADE CARAVAN PARK TUMUT - LOT 2 - LEASE AGREEMENT - REFLECTIONS HOLIDAY PARKS

M64/25 RESOLVED:

THAT COUNCIL:

1. Note the information contained in this report which relates directly to the Confidential Report – Report No 13.1 that is being presented at this Council meeting, and has had all confidential information removed; and
2. Note that the information in this report contains all the same information in the Confidential Report that was presented to Council at the 7 November 2024 Extraordinary Meeting of Council, being Report No 13.1 "Riverglade Caravan Park Lease Agreement Lot 2 DP868871 – Reflections Holiday Parks", with all the confidential information removed.

Cr Larter/Cr Packard

CARRIED UNANIMOUSLY

12. MINUTES OF COMMITTEE MEETINGS

12.1. MINUTES - FIRST NATIONS LIAISON COMMITTEE - 19 FEBRUARY 2025

M65/25 RESOLVED:

THAT COUNCIL:

1. Note the Minutes of the First Nations Committee meeting held on 19 February 2025; and
2. Adopt the following recommendation/s from the minutes:
 - 2a. Approve the nomination and re-nomination from Dean Freeman, Sonia Piper, Meegan Cameron, Shirley Marlowe, Olivia Williams, Suzanne Bulger, Jenny Hodges, Mary Greenhalgh, Jenna Small, Craig Wilesmith, June Wolter, Mark Small, Sandra Casey and Sam Hughes to the First Nations Liaison Committee.

Cr Hayes/Cr Hardwick

CARRIED UNANIMOUSLY

Page 12

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in Council Chambers 76 Capper Street Tumut / Via Video Link on Thursday, 20 March 2025

Mayor

Acting General Manager

12.2. MINUTES - LOCAL TRAFFIC COMMITTEE - 12 FEBRUARY 2025**M66/25 RESOLVED:**

THAT COUNCIL:

1. Note the Minutes of the Local Traffic Committee Meeting held on the 12 February 2025; and
2. Adopt the following recommendations from the Minutes:

ITEM 8.1 REQUEST ADDITIONAL DISABILITY PARKING SPOTS IN WYNYARD STREET TUMUT

That the committee recommend to Council:

1. To undertake an Education Program around timed parking for "Mobility Parking Permit Holders".

ITEM 8.2 REQUEST SIGNAGE BANKSIA & WILGA STREET TUMUT

That the committee recommend to Council:

1. Consider the installation of appropriate 'children at play' advisory signage in the proposed locations as a part of the standard operations.

ITEM 8.3 REQUEST 2 HOUR PARKING FOR WYNYARD STREET TUMUT

That the committee recommend to Council:

1. Consider the request for Wynyard Street, Tumut parking to be changed from the current 1-hour limit to the newly proposed limit of 2 hours.
2. Review and consider appropriate signage and locations for signage should the change be approved.

Cr Packard/Cr Hardwick

Cr Sheldon left the meeting at 5.17pm and returned at 5.18pm.

CARRIED UNANIMOUSLY**12.3. MINUTES - TUMUT AERODROME COMMITTEE - 11 FEBRUARY 2025****M67/25 RESOLVED:**

THAT COUNCIL:

1. Note the Minutes of the Tumut Aerodrome Committee held on 11 February 2025; and
2. Adopt the following recommendation/s from the minutes:
 - 2a. Approve the re-nomination from Glenyce Francis, Fred Kell, Graham Smith, Bridget Ryan, Peter Wilson, and Tony Clee to the Tumut Aerodrome Committee.
3. In relation to the use of Council land at the Tumut Aerodrome for the purpose of a hangar development, write to the Commissioner of Rural Fire Service Mr Rob Rogers and request a response in accordance with NSW policy statement on the Application of Competitive Neutrality (TPP 02-1) from NSW Treasury with respect to the possible misuse of market power and operations that would be considered in breach of policy statement on the application of Competitive Neutrality and *Competition and Consumer Act 2010*, section 46 Misuse of market power.

Cr Larter/Cr Sheldon

CARRIED UNANIMOUSLY

12.4. MINUTES - GLENROY HERITAGE RESERVE COMMITTEE - 5 FEBRUARY 2025**M68/25 RESOLVED:**

THAT COUNCIL:

1. Note the Minutes of the Glenroy Heritage Reserve Committee Meeting held on 5 February 2025; and
2. Adopt the following recommendation from the minutes:
Approve the provision of a load of FOGO material to the Glenroy Heritage Reserve.

Cr Hayes/Cr Sheldon

CARRIED UNANIMOUSLY**13. CONFIDENTIAL**

M69/25 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:

13.1 CONFIDENTIAL - RIVERGLADE CARAVAN PARK TUMUT - LOT 2 - LEASE AGREEMENT - REFLECTIONS HOLIDAY PARKS

Item 13.1 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 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 Hardwick/Cr Wortes

CARRIED UNANIMOUSLY

The meeting was closed to the public at 5.30pm.

13.1. CONFIDENTIAL - RIVERGLADE CARAVAN PARK TUMUT - LOT 2 - LEASE AGREEMENT - REFLECTIONS HOLIDAY PARKS**MOTION:**

THAT COUNCIL:

1. Enter into a long term lease arrangement with Reflections Holiday Parks for Lot 2 - DP868871 – 1.529 Ha of land which Council owns in Freehold to enable the Tumut Caravan Park to continue to operate as a Caravan Park in its current form on a 10 year lease with two x 5 x 5 year lease options to extend the lease;
2. Enter into the new lease arrangement with Reflections Holiday Parks for Lot 2 - DP868871 which Council owns in Freehold on the lease payment terms and lease conditions outlined in the Draft

Page 14

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in Council Chambers 76 Capper Street Tumut / Via Video Link on Thursday, 20 March 2025

Mayor_____
Acting General Manager

Heads of Agreement which is for \$137,500 Pa or \$11,458.33 per month, plus a CPI increases applied at the anniversary of the executed lease agreement each year (Annual rental increase);

3. Note the other capital improvements to the Tumut Caravan Park site valued at \$500,000 that Reflections Holiday Parks have committed to undertake in the first three (3) years of the new lease and which are incorporated as lessee obligations to be fulfilled under the new lease;
4. Note that Reflections Holiday Parks have committed to undertake maintenance of the Tumut Wetlands which immediately adjoins the western boundary of the site as part of the new lease. The maintenance obligations are outlined in the draft heads of agreement;
5. Authorise the Acting General Manager or delegate to enter into direct negotiation and finalise the draft Lease with Reflections Holiday Parks;
6. Authorise the Acting General Manager at the end of successful negotiations to enter into a new lease arrangement with Reflections Holiday Parks for the Council-owned property Lot 2 - DP868871 – 1.529 Ha of land at the Tumut Caravan Park;
7. Authorise the Acting General Manager and Mayor to affix the Council Seal and execute all associated documentation to the lease agreement;
8. Upon execution of the lease, advertise information relating to the lease / leases in accordance with the *Government Information (Public Access) Act 2009* - Part 3 Division 5 - Government Contracts with Private Sector; and
9. Treat matters in the Confidential Report specified in Sections 10A(2)(d)(ii) as confidential and remain confidential until Council determines otherwise.

Cr Inglis/Cr Hardwick

M70/25 RESOLVED to move into Committee of the Whole.

Cr Inglis/Cr Hardwick

CARRIED UNANIMOUSLY

M71/25 RESOLVED to move out of Committee of the Whole.

Cr Larter/Cr Hardwick

CARRIED UNANIMOUSLY

M72/25 RESOLVED:

THAT COUNCIL:

1. Enter into a long term lease arrangement with Reflections Holiday Parks for Lot 2 - DP868871 – 1.529 Ha of land which Council owns in Freehold to enable the Tumut Caravan Park to continue to operate as a Caravan Park in its current form on a 10 year lease with two x 5 x 5 year lease options to extend the lease;
2. Enter into the new lease arrangement with Reflections Holiday Parks for Lot 2 - DP868871 which Council owns in Freehold on the lease payment terms and lease conditions outlined in the Draft Heads of Agreement at \$150,000 Pa (ex GST) or \$12,500.00 (ex GST) per month, plus CPI increases applied at the anniversary of the executed lease agreement each year (Annual rental increase);

Page 15

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in Council Chambers 76 Capper Street Tumut / Via Video Link on Thursday, 20 March 2025

Mayor

Acting General Manager

3. Note the other capital improvements to the Tumut Caravan Park site valued at \$500,000 that Reflections Holiday Parks have committed to undertake in the first three (3) years of the new lease and which are incorporated as lessee obligations to be fulfilled under the new lease;
4. Authorise the Acting General Manager or delegate to enter into direct negotiation and finalise the draft Lease with Reflections Holiday Parks;
5. Authorise the Acting General Manager at the end of successful negotiations to enter into a new lease arrangement with Reflections Holiday Parks for the Council-owned property Lot 2 - DP868871 – 1.529 Ha of land at the Tumut Caravan Park;
6. Authorise the Acting General Manager and Mayor to affix the Council Seal and execute all associated documentation to the lease agreement;
7. Upon execution of the lease, advertise information relating to the lease / leases in accordance with the *Government Information (Public Access) Act 2009* - Part 3 Division 5 - Government Contracts with Private Sector; and
8. Treat matters in the Confidential Report specified in Sections 10A(2)(d)(ii) as confidential and remain confidential until Council determines otherwise.

Cr Inglis/Cr Hardwick

For: Cr Packard, Cr Hayes, Cr Larter, Cr Inglis, Cr Hardwick, Cr Wortes, Cr Sheldon

Against: Cr Ham

CARRIED

7/1

Cr Sheldon left the meeting at 6.02pm and returned at 6.04pm.

M73/25 RESOLVED to move back into open session.

Cr Hardwick/Cr Larter

CARRIED UNANIMOUSLY

At this point, the time being 6.14pm the meeting moved back into open session.

The Mayor provided a verbal report of the resolutions made during confidential session.

14. MEETING CLOSURE

There being no further business to discuss, the meeting closed at 6.17pm.

6. CORRESPONDENCE/PETITIONS

7. MAYORAL MINUTE

7.1. MAYORAL MINUTE - VALE - FORMER GENERAL MANAGER CHRIS ADAMS

REPORT AUTHOR: MAYOR JULIA HAM

PURPOSE:

The purpose of this report is to acknowledge former General Manager Chris Adams and his passing.

MAYORAL RECOMMENDATION:

- 1. Acknowledge former General Manager Chris Adams and his passing.**

REPORT:

Although Chris was recruited into an Engineer's role and position at Tumut Shire Council that was highly technical and operational, it immediately became obvious that there were far greater depths to him, and far more that he could potentially contribute to Council and the community. Not only was he an excellent Civil Engineer, but also a high level strategic thinker, great with finances, numbers and accounting (something he always downplayed), a lawyer-level interrogator of contracts and documentation, and on top of all this an engaging and highly credible communicator with anyone and everyone, from politicians, to Councillors, to peers and even unruly mobs at potentially confrontational community town hall meetings. It was no surprise then when the position of Shire General Manager became vacant soon after Chris commenced at Tumut, that he applied for, and was successful in securing the top job at Council. The Tumut community are still enjoying enduring positive impacts from his time in this role.

Around this time the billionaire industrialist Richard Pratt of VISY Industries fame had decided that Tumut was the ideal place to build a new, hi-tech but potentially highly polluting and highly unpopular paper/cardboard manufacturing mill, for a bit under \$1 billion dollars. It remained the largest infrastructure project in rural NSW for decades, and as you might imagine, the risks to Council and the community were huge, as were the potential benefits. If ever there was the right person and the right place and point in time, it was Chris being the General Manager at Tumut throughout the VISY Mill project.

Chris immediately understood and was never confused by, nor blindsided by the engineering challenges and complexity of the project and so was able to clearly and forcefully advocate for the best outcomes and solutions for the Tumut community and for the Council as an organisation. Being such a large-scale project, Council was not the consent authority, so Chris seemed to relish 'locking horns' with the decision makers, power people and technical experts associated with the VISY build, always with good humour in a pleasant and constructive manner, always from a position of evidence based understanding, and absolutely always with the fundamental mindset of getting the very best for the environment, the community and for Council. Throughout this period State and Federal politicians of all persuasions, including Premiers, came to Tumut, learnt what made Tumut tick, and met, negotiated with, and respected Chris as our General Manager. In watching him, it was clear Chris was really enjoying himself. Not in an ego or hubris driven way, but simply as someone at the height of their career, at the top of their game, and effectively utilising the full suite of their abilities.

Chris oversaw many other major and innovative initiatives at Council, and in 2001 Tumut Council was Awarded the Bluet Award, which annually recognises and acknowledges the best Council in NSW. It is notable that this is the only time in the 80 year history of this award that Tumut has won. Certainly, a life is not defined by awards, but this one speaks volumes about the person and what he achieved professionally at Tumut Shire Council.

ATTACHMENTS

Nil.

8. NOTICE OF MOTION/NOTICE OF RESCISSION

9. URGENT BUSINESS WITHOUT NOTICE

10. GOVERNANCE AND FINANCIAL REPORTS

10.1. COUNCIL RESOLUTIONS ACTION REPORT - APRIL 2025

REPORT AUTHOR: EXECUTIVE ASSISTANT - GENERAL MANAGER

RESPONSIBLE DIRECTOR: ACTING GENERAL MANAGER

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with an update on any active resolutions as at April 2025.

RECOMMENDATION:

THAT COUNCIL:

- 1. Note the report on the Council resolution actions as at April 2025.**

BACKGROUND:

The General Manager is responsible for ensuring that Council's policies, decisions and priorities are implemented in a timely and efficient manner, consistent with the goals and objectives of Council. After a Council meeting, each resolution is allocated to the responsible officer to action in accordance with the intent of the Council decision.

REPORT:

Each month, a report is presented to Council on the status of any active resolutions. The below report includes resolutions up until the last meeting of Council, that being 20 March 2025, and includes any actions yet to be completed from twelve (12) months prior. Resolutions resulting from Council meetings are tracked and distributed via Council's TechOne system.

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:

Any associated budget and allocated resources have been considered when the matter was first reported to Council.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Section 335 of the *Local Government Act 1993* states that the General Manager must implement, without undue delay, lawful decisions of the council.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Nil.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

ATTACHMENTS

1. Council Resolutions Action Report as at April 2025.

Attachment 1 - Council Resolutions Action Report as at April 2025

Resolutions Tracker – April 2025

Report Date/Item	Status	Assignee	Due Date	Details
Thursday, 15 February 2024				
11.5. REQUEST FOR ROAD CLOSURE AND SALE - PART ALPINE WAY, KHANCOBAN	In Progress	Property & Roads Partner	20/07/2025	<p>M34/24 RESOLVED THAT COUNCIL:</p> <ol style="list-style-type: none"> Approve the partial road closure, subdivision and sale of the formed lot bordering Lot 2 DP 850930 subject to the terms of sale being met including: <ol style="list-style-type: none"> compliance with the legislative framework for the closing of public roads contained within the Roads Act 1993, and sale of land contained in the Real Property Act 1900 and the current NSW Registrar General's Land Registry Services Guidelines for the Closure and Sale of Public Roads; sale price to be determined by an independent land valuation based on the surrounding land use zoning and not the current zoning of the land as well as the future permissible use of the land under Councils' current Tumbarumba Local Environment Plan 2010 (LEP); the area of land (m2) to be sold is to be confirmed in a land survey prepared by a registered land surveyor; the brief for the land valuation is to be prepared by Council and the Land Valuer is to be engaged directly by Council; 50% of all costs including land valuation costs, land survey costs, preparation of contract for sale costs, land re-zoning costs, consultation costs, notification costs, planning, legal and all other costs associated with the sale and transfer of the land are to be borne by the applicant; a bond of \$5,000.00 be sought from the applicant upfront before Council staff undertake any work on the road closure, subdivision and sale of the land. The costs identified above (item e) will be paid for out of the bond with any unused funds returned to the applicant. Honour the 50% contribution towards the property realignment that was made by Tumbarumba Shire Council; Seek concurrence and approval from Transport for New South Wales (TfNSW) in writing on the sale of this road before any valuation or sales process is undertaken by any party; Notify all adjoining property owners and other relevant stakeholders of any decision of Council to sell the land before any valuation or sales process is undertaken by any party including Council; Classify the land as Operational Land for the purpose of sale and the land to remain vested in Council;

Resolutions Tracker – April 2025

Report Date/Item	Status	Assignee	Due Date	Details
				6. Authorise the Interim General Manager to obtain an independent valuation of the road corridor and negotiate the sale of the land; 7. Delegate to the Mayor and Interim General Manager to affix the Council seal and execute documents relevant to the closure of the road reserve and sale of the land; and 8. Request a subsequent report to Council on the outcome of the sale of the land.
Thursday, 15 August 2024				
13.1. CONFIDENTIAL - ADELONG SERVICES & CITIZENS AND BOWLING CLUB - ADELONG CARAVAN PARK LEASE AGREEMENT	In Progress	Property & Roads Partner	30/04/2025	M184/24 RESOLVED THAT COUNCIL: 1. Enters into a new lease arrangement with the Adelong Services & Citizens and Bowling Club for the Council owned property which is 7,053 m2 of Council owned freehold operational land, located at 11-13 Victoria Hill Road, Adelong; 2. Notes as per the Council Resolution M136/24 at its 20 June 2024 meeting, the lease arrangement with the Adelong Services & Citizens and Bowling Club is for an initial five (5) year period which will commence on 18 August 2024 through to 18 August 2029 with options to renew the lease for further 5 x 5 years; 3. Enters into the new lease arrangement on the lease payment terms and conditions outlined in the attached lease which is \$15,000 per annum with a 2% annual market increase plus a CPI increase applied at the anniversary of the executed lease agreement each year (Annual rental increase); 4. Notes the other capital improvements to the Caravan Park site that the Adelong Services & Citizens & Bowling Club has committed to undertake in the first 18 months of the new lease and which are incorporated as lessee obligations to be fulfilled under the new lease; 5. Authorises the Interim General Manager or delegate to enter into direct negotiation and finalise the draft Lease with the Adelong Services & Citizens Bowling Club; 6. Authorises the Interim General Manager at the end of successful negotiations to enter into a new lease arrangement with the Adelong Services & Citizens & Bowling Club for the Council owned property (L131 - 7,053m2 of Council freehold operational land) located at 11-13 Victoria Hill Road, Adelong; 7. Authorises the Interim General Manager and Mayor to affix the Council Seal and execute all associated documentation to the lease agreement;

Resolutions Tracker – April 2025

Report Date/Item	Status	Assignee	Due Date	Details
				8. Upon execution of the lease, advertises information relating to the lease / leases in accordance with the Government Information (Public Access) Act 2009 - Part 3 Division 5 - Government Contracts with Private Sector; and 9. Treat matters in the Confidential Report specified in Sections 10A(2)(d)(ii) as confidential and remain confidential until Council determines otherwise.
Thursday, 17 October 2024				
11.7. SECTION 7.11 DEVELOPMENT CONTRIBUTIONS UPDATE AND DRAFT SECTION 7.12 DEVELOPMENT CONTRIBUTIONS PLAN 2024	Completed	Growth & Development	20/11/2024	M221/24 RESOLVED THAT COUNCIL: 1. Endorse the draft Section 7.12 Development Contributions Plan 2024 and associated proposed works plan and place both draft documents on public exhibition for a period of not less than 28 days in accordance with Clause 213 of the Environmental Planning and Assessment Regulation 2021.
Thursday, 21 November 2024				
8.2 NOTICE OF RESCISSION – SECTION 7.11 DEVELOPMENT CONTRIBUTIONS UPDATE AND DRAFT SECTION 7.12 DEVELOPMENT CONTRIBUTIONS PLAN 2024 – CRS SHELDON, HAYES, LARTER	In Progress	Acting Director Community, Corporate & Development	31/05/2024	M252/24 RESOLVED THAT COUNCIL: 1. Receive a further report to the February 2025 meeting, including all projects from the section 7.11 plan to enable the allocation of section 7.11 Developer Contributions (Open Space) and (Roads) and Developer Contributions - Management to be subject to further consideration.
8.3 NOTICE OF RESCISSION – SALE OF COUNCIL FREEHOLD REQUEST LAND LOT 1 DP1163661 TUMUT – CRS INGLIS, SHELDON AND HAYES	In Progress	Director Infrastructure & Works	30/06/2025	M256/24 RESOLVED THAT COUNCIL: 2. Receive a further report on the outcome of Expressions of Interest; and 3. Receive a report on potential future uses of the site.
8.4 NOTICE OF MOTION – NEW ADVOCACY PLAN – CR JAMES HAYES	In Progress	A/General Manager	30/06/2025	M259/24 RESOLVED THAT COUNCIL: 1. Urgently engage with peak community bodies to develop a new advocacy plan for Snowy Valleys Council.
8.5 NOTICE OF MOTION – POTABLE WATER TO AIRPORT PRECINCT – CR JAMES HAYES	In Progress	Director Infrastructure & Works	30/09/2025	M260/24 RESOLVED THAT COUNCIL: 1. Investigate the options of supplying potable water to the airport precinct and beyond including investigating funding sources.

Resolutions Tracker – April 2025

Report Date/Item	Status	Assignee	Due Date	Details
10.5 DRAFT COMMUNITY ENGAGEMENT STRATEGY AND DRAFT COMMUNITY ENGAGEMENT POLICY FOR PUBLIC EXHIBITION	Complete	Acting Director Community, Corporate & Development	11/12/2024	M267/24 RESOLVED THAT COUNCIL: 4. Establish an effective communication mechanism to assist in the review of a community engagement strategy/policy.
Thursday, 12 December 2024				
10.9 DISSOLUTION OF ADELONG SHOWGROUND COMMITTEE AS A SECTION 355 COMMITTEE	In Progress	Manager Technical Services	31/05/2025	M298/24 RESOLVED THAT COUNCIL: 2. Endorse the establishment of a Maintenance and Operation Agreement with the Adelong Showground Management Committee to be put in place by February 2025.
11.6. SURVEY OUTCOMES - REINSTATEMENT OF 2P PARKING RESTRICTIONS, THE PARADE TUMBARUMBA	Complete	Executive Manager Growth & Development	17/01/2025	M305/24 RESOLVED THAT COUNCIL: 2. Review the trial period at the end of the 12-month trial period to determine its effectiveness to promote vehicle turnover in the Tumbarumba town centre and to ensure that the 2-hour restriction remains the appropriate time setting.
Thursday, 20 February 2025				
8.1 NOTICE OF MOTION - SWIMMING POOL ACCESS REVIEW - CR SHELDON, CR LARTER	In Progress	Director Infrastructure & Works	31/05/2025	M10/25 RESOLVED THAT COUNCIL: 1. Conduct a post swimming pool season workshop to investigate opportunities to increase accessibility by the public in preparation for the 2025/2026 season including but not limited to the following: • Pools opening on Public Holidays, i.e. Boxing Day, New Years Day • Potential to offer 10 free entry passes to SVC swimming pools for children under 16 years • Introduction of free adult swimming lessons
8.2 NOTICE OF MOTION - DIGITAL WASTE VOUCHERS - CR SHELDON, CR LARTER	Complete	Director Infrastructure & Works	19/03/2025	M11/25 RESOLVED THAT COUNCIL: 1. Conduct a refresher Resource Recovery Workshop on Council's Waste Strategy and Operations.

Resolutions Tracker – April 2025

Report Date/Item	Status	Assignee	Due Date	Details
9. URGENT BUSINESS WITHOUT NOTICE	Complete	A/General Manager	10/03/2025	M12/25 RESOLVED THAT COUNCIL: 1. Authorise the Mayor and the Acting General Manager to produce a report for the March meeting and respond to the tabled correspondence from Deb Sturt regarding Cockatoo Road, with the view to Council liaising with Transgrid and key stakeholders.
10.7. DRAFT INFORMATION GUIDE 2025 - FOR PUBLIC EXHIBITION	Complete	Manager Governance	3/03/2025	M23/25 RESOLVED THAT COUNCIL: 1. Endorse the DRAFT Snowy Valleys Council Information Guide 2025 - SVC-EXE-Gdl-001-06 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 DRAFT Snowy Valleys Council Information Guide 2025 - SVC-EXE-Gdl-001-06 if no submissions are received on the day after the completion of the public exhibition period.
10.8. DRAFT PRIVACY MANAGEMENT PLAN - FOR PUBLIC EXHIBITION	Complete	Manager Governance	3/03/2025	M24/25 RESOLVED THAT COUNCIL: 1. Endorse the DRAFT Privacy Management Plan SVC-CorpPlan-Pln-018-02 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 Privacy Management Plan SVC-CorpPlan-Pln-018-02 if no submissions are received on the day after the completion of the public exhibition period.
10.9. DRAFT COMPLAINTS MANAGEMENT POLICY - FOR PUBLIC EXHIBITION	Complete	Manager Governance	27/03/2025	M25/25 RESOLVED THAT COUNCIL: 1. Endorse the Draft Complaints Management Policy SVC-COR-PO-037-02 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; 3. Adopt the Complaints Management Policy SVC-COR-PO-037-02 if no submissions are received on the day after the completion of the public exhibition period.
11.1 MANNUS LAKE BLUE-GREEN ALGAE MANAGEMENT	In Progress	Manager Utilities & Waste Business	19/06/2025	M08/25 RESOLVED THAT COUNCIL: 8. As a matter of urgency investigate options and costs for the removal of the Mannus Dam wall and the rehabilitation of the dam bed and creek.

Resolutions Tracker – April 2025

Report Date/Item	Status	Assignee	Due Date	Details
Thursday, 20 March 2025				
7.1. MAYORAL MINUTE - RECOGNITION OF RECENT COMMUNITY EVENTS	In Progress	Administration Officer – GM Office	16/04/2025	M43/25 RESOLVED: THAT COUNCIL: 1. Write to Tumut Hospital Auxiliary thanking the committee and volunteer members for 90 years of service to the Tumut area; 2. Write to the Tumbafest Committee thanking the committee and volunteers for their work with the successful Tumbafest music festival; and 3. Acknowledge the NSW South-West Slopes SES recipients for their long service and emergency awards.
7.2. MAYORAL MINUTE - REMOVAL OF BLACKBERRIES AS PRIORITY WEEDS - NSW STATE WEEDS ACTION PLAN	In Progress	Administration Officer – GM Office	16/04/2025	M44/25 RESOLVED: THAT COUNCIL: 3. Write to Minister Moriarty to reclassify blackberries as a priority weed on the State Weeds Action Plan; 4. Write to the Local Land Service outlining the position of Snowy Valleys Council as a council that is committed to controlling weeds and the need for recurrent funding to continue its efforts.
10.5. DRAFT REVISED SNOWY VALLEYS COMMUNITY STRATEGIC PLAN - TOWARDS 2042 - FOR PUBLIC EXHIBITION	In Progress	Corporate Planning Officer	31/05/2025	M53/25 RESOLVED: THAT COUNCIL: 1. Endorse the revised Snowy Valleys Community Strategic Plan - Towards 2042 for public exhibition for a minimum period of 28 days; 2. Note if any submissions are received during the exhibition, a further report will be provided; 3. Authorise the Acting General Manager to make any minor changes to the revised Community Strategic Plan -Towards 2042, if required; and 4. Endorse the Snowy Valleys Community Strategic Plan-Towards 2042 if no submissions are received, on the day after the completion of the public exhibition period.

Resolutions Tracker – April 2025

Report Date/Item	Status	Assignee	Due Date	Details
10.6. DRAFT KERBSIDE COLLECTION POLICY - FOR PUBLIC EXHIBITION	In Progress	Manager Utilities & Waste Business	31/05/2025	M54/25 RESOLVED: THAT COUNCIL: Endorse the Draft Kerbside Collection Policy SVC-ENG-PO-134-01 for public exhibition for a period of no less than 28 days; Note if submissions are received during the exhibition, a further report will be provided to Council; and Adopt the Kerbside Collection Policy SVC-ENG-PO-134-01 if no submissions are received after the completion of the public exhibition period.

10.2. DE-AMALGAMATION UPDATE

REPORT AUTHOR: ACTING GENERAL MANAGER

EXECUTIVE SUMMARY:

Snowy Valleys Council has been pursuing de-amalgamation since 2022. A new 'pathway' for Councils to de-amalgamate was announced by the State Government in 2023. Council is now at a stage whereby it has submitted its de-amalgamation implementation plan and financial sustainability plans (including community consultation submissions on the plans) to the Local Government Boundaries Commission for their consideration. Council is currently awaiting their decision. The next steps, if approved, are further outlined in the report. It is recommended that the reported be noted.

RECOMMENDATION:

THAT COUNCIL:

1. Note the report on the De-amalgamation Update as at April 2025.

BACKGROUND:

In September 2022, Council resolved to request the Minister to de-amalgamate Snowy Valleys Council and to seek proposals for the preparation of a business case for de-amalgamation. It has been a long journey since September 2022, with firstly the report from Professor Drew, University of Newcastle, Institute of Regional Futures being forwarded to the Local Government Boundaries Commission in September 2023.

In October 2023, the Minister for Local Government, the Hon. Ron Hoenig MP, released a new Pathway for those councils seeking to de-amalgamate which should include:

- Demonstrate financial sustainability;
- Where the boundaries should be;
- Electoral matters such as wards, number of Councillors and the method for electing the Mayor;
- Division and sharing of assets and liabilities;
- Allocation of staff, as well as management and organisational structures; and
- Service standards and shared service arrangements.

In April 2024, the Office of Local Government made funding of \$45,000 available to assist Council in preparing Financial Sustainability Plans for the two proposed new councils which were completed over the remainder of 2024. The DIP and FSPs were endorsed by Council at the 12 December 2024 Council meeting and forwarded to the Local Government Boundaries Commission, the Office of Local Government and Minister for Local Government.

Community consultation on the DIP and the FSPs was undertaken during the second half of January 2025. Council resolved at its February 2025 Ordinary Meeting to forward a copy of the Council report, and the submissions received to the Local Government Boundaries Commission. These were subsequently forwarded to the commission on 21 February 2025.

REPORT:

As mentioned previously, Council is currently awaiting a decision from the Local Government Boundaries Commission on its de-amalgamation proposal. In accordance with the passed *Local Government Amendment (De-amalgamation) Bill 2024*, the Commission can recommend supporting, rejecting, or modifying the proposal. The Minister must then publicly release the Commission's report within 48 hours and provide a written response to the amalgamated council on whether a referendum will be approved.

Before making a decision, the Minister must consult with the Electoral Commissioner and, if an alternative proposal is recommended, also consult the amalgamated council.

Once the Minister approves a referendum on de-amalgamation, the amalgamated council must consult with the Electoral Commission and engage the community by publicly displaying the business case (and any associated documentation) for at least 28 days and accepting submissions for at least 42 days. The Minister may prohibit the council from selling assets or amending local environmental plans until the referendum outcome is determined. If the referendum is approved, restrictions end when the de-amalgamation takes effect. The referendum must be held within 12 months unless an extension is granted; otherwise, no further action on the business case can proceed. Council will be required to fund the cost of the referendum.

It should also be noted that Council's request to pursue de-amalgamation is having significant financial, resourcing and service delivery impacts on the current organisation (SVC) and therefore needs to be resolved as soon as possible.

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

5.6 Proactively support and advocate for the needs of the community to other level of government and organisations

FINANCIAL AND RESOURCES IMPLICATIONS:

Should Council be able to demonstrate the financial sustainability of two proposed new councils to the Local Government Boundaries Commission, and ultimately with the approval of the Minister, significant additional funding would then be required to complete the second stage of the De-amalgamation Implementation Plan, along with the actual implementation costs.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Under section 218CD (1) of the *Local Government Act 1993 (the Act)*, Snowy Valleys Council has submitted a business case for the dissolution of Snowy Valleys Council and the re-creation of its former areas of Tumut and Tumbarumba. This is in the form of a detailed De-amalgamation Implementation Plan and Financial Sustainability Plans for the two new Councils. These Plans have been submitted to the Local Government Boundaries Commission, the Office of Local Government and the Minister for Local Government.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

The risk has been assessed as high, as at this stage, the De-amalgamation Business Case is before the Local Government Boundaries Commission for examination, and it is unknown whether the State Government will provide funding for Council's wish to de-amalgamate. Changes to the *Local Government Act 1993*, however, has given the Minister for Local Government the discretion to provide either a grant or a loan to assist with the de-amalgamation costs should a de-amalgamation be approved. However, if each

new Council was required to take out a loan to fund the de-amalgamation, this would have detrimental financial impacts on each new Council.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

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

Extensive Community Consultation was held throughout January on the De-amalgamation Implementation Plan and Financial Sustainability Plans which have been submitted to the Boundaries Commission.

ATTACHMENTS

Nil.

10.3. PLANNING & UNDERSTANDING OF LOCAL GOVERNMENT FINANCES FOR COUNCILLORS - 21 MAY & 24 JUNE 2025

REPORT AUTHOR: ADMINISTRATION OFFICER - OFFICE OF THE GENERAL MANAGER

RESPONSIBLE DIRECTOR: ACTING GENERAL MANAGER

EXECUTIVE SUMMARY:

LGNSW offers a four (4) hour online **Planning for Councillors** training course on Wednesday, 21 May 2025 and a four (4) hour online **Understanding Local Government Finances for Councillors** training course on Tuesday, 24 June 2025. Due to available funds, and to secure enrolment, the Acting General Manager has approved the registration of Cr Sheldon in both courses.

This report details the cost involved to participate in the LGNSW Planning for Councillors and the Understanding LG Finances for Councillors training courses.

RECOMMENDATION:

THAT COUNCIL:

- 1. Endorse the participation of Cr David Sheldon in the LGNSW Planning for Councillors training course on 21 May 2025;**
- 2. Endorse the participation of Cr David Sheldon in the LGNSW Understanding Local Government Finances for Councillors training course on 24 June 2025; and**
- 3. Approve participation of other Councillors wishing to enrol in the above training courses, provided there is sufficient funds within budget allocations at the time of registration.**

BACKGROUND:

Participants in the **Planning for Councillors** training course will examine the fundamentals of planning theory and practice, the current statutory framework (including recent changes) and the role of Local Government (and Councillors in particular) in planning matters. The course covers the NSW planning system in detail - strategic land-use planning and development assessment, with a focus on the role of councils and the implications for Councillors.

Participants in the **Understanding Local Government Finances for Councillors** training course will gain practical skills, knowledge and confidence in discharging the financial duties of a Senior staff member or Councillor. The program will provide participants with a range of basic tools to understand, interpret, develop, plan and more effectively manage the financial resources of their Council, as well as inform them of their duties and responsibilities in regard to the financial management of their Council. The facilitator will use group discussion, Council case studies and Local Government oriented examples, to help transfer learning to the workplace.

REPORT:

The LGNSW **Planning for Councillors** course is an online training course, scheduled for Wednesday, 21 May 2025, from 9am to 1pm. The cost for this course is \$420 (ex. GST).

The LGNSW **Understanding Local Government Finances for Councillors** is an online training course, scheduled for Tuesday, 24 June 2025, from 9am to 1pm. The cost for this course is \$420 (ex. GST).

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

5.2 Implement efficient and effective systems and processes to drive organisational sustainability and support staff

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

5.6 Proactively support and advocate for the needs of the community to other level of government and organisations

FINANCIAL AND RESOURCES IMPLICATIONS:

Provision within Council's 2024/2025 Operational Budget have been made for the attendance of Councillors at conferences and training programs.

At the commencement of this term, a pro-rata amount of \$53,500 per annum was allocated for training and conference attendance by the Mayor and Councillors as per below:

Mayor \$7,500

Deputy Mayor \$5,750

Councillors \$5,750

The current balance for Cr Sheldon and the cost incurred to participate in the **Planning for Councillors** and **Understanding Local Government Finances for Councillors** training courses are shown below. The figures show Cr Sheldon has adequate funds available to participate in both courses.

Councillor	Opening Balance	Registration Cost of both Courses	Closing Balance
Cr Sheldon	\$1,109	\$840	\$269

The current available funds for each Councillor is shown below:

Councillor	Available Funds
Mayor Ham	\$2,575
Cr Hardwick	\$3,228
Cr Hayes	\$2,163
Cr Inglis	\$5,750
Cr Larter	\$1,814
Deputy Mayor Packard	\$5,259
Cr Thomson	\$2,654
Cr Wortes	\$3,228

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 conference and training attendance for those seeking Council's financial support to attend.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Councillors need to consider financial costs to attend, cancellation fees, and Councillor funds available to ensure Council stays within budget. It should also be considered the benefit of improving Council's leadership from participation in the courses.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

Nil

10.4. ENDORSEMENT OF THE DRAFT INTEGRATED PLANNING AND REPORTING SUITE (2025-2029) - FOR PUBLIC EXHIBITION

REPORT AUTHOR: CORPORATE PLANNING OFFICER

RESPONSIBLE DIRECTOR: ACTING DIRECTOR COMMUNITY, CORPORATE & DEVELOPMENT

EXECUTIVE SUMMARY:

The Integrated Planning and Reporting (IP&R) legislation was introduced by the NSW State Government in 2009 and sets requirements for all Councils to lead the development of long-term plans for their local government area, detailing community aspirations and strategic directions.

The IP&R framework requires a number of strategic planning and resourcing documents, with alignment to the term of the elected council.

The requirements include a long-term Community Strategic Plan (minimum of ten years), a Delivery Program for the term of Council (four years), a detailed Operational Plan that sets out Council's projects and activities for the community for 12 months and a Resourcing Strategy, which includes a Long-Term Financial Plan, Workforce Management Strategy and Asset Management Strategy.

The combined draft Delivery Program (2025-2029) and Operational Plan (2025-2026) outline activities that Council is committed to undertake to accomplish the community priorities identified in the Community Strategic Plan, Towards 2042 listing them by Council Service Areas.

The revised Community Strategic Plan, Towards 2042 is currently on public exhibition until 28 April 2025. It is important that the plans are well publicised during the exhibition period to gain community input and feedback in order for Council to give consideration to broad community sentiment and all comments and submissions prior to the adoption of the plans by 30 June 2025.

RECOMMENDATION:

THAT COUNCIL:

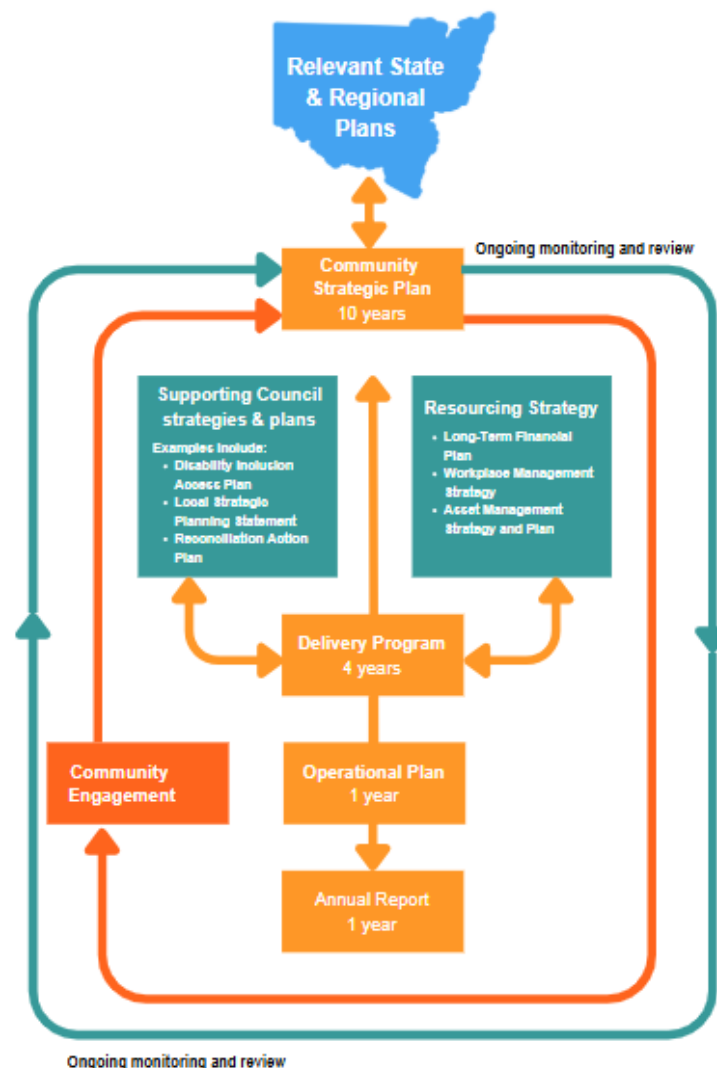
- 1. Endorse the following draft Integrated Planning & Reporting suite to be placed on public exhibition for a minimum of 28 days:**
 - a. Draft combined Delivery Program (2025-2029) and Operational Plan (2025-2026) incorporating the Operational Budget (2025-2026);**
 - b. Draft Revenue Policy (2025-2026);**
 - c. Draft Fees & Charges (2025-2026);**
 - d. Draft Resourcing Strategy including Draft Long Term Financial Plan (2025-2035), Draft Asset Management Strategy (2025-2029), and Draft Workforce Management Strategy (2025-2029).**

BACKGROUND:

The Integrated Planning and Reporting (IP&R) framework changed the way Councils in NSW planned, documented and reported on their plans for the future. The Framework came into practice in 2009 to refine the way councils create and review these plans over the subsequent years.

IP&R documents comprise a series of inter-related documents that together provide a rigorous, consistent approach to community planning across all NSW Local Governments, while also ensuring alignment with regional and state priorities.

The key components of the IP&R framework are the Community Strategic Plan (CSP), Delivery Program (DP), Operational Plan (OP) and Resourcing Strategy (RS). They should be read and understood by everyone with responsibility for developing, delivering, endorsing, and reporting on the IP&R Suite.



REPORT:

The IP&R framework allows Council to tie together various plans to understand how they interact and inform each other and to get the maximum benefit from Council's efforts by planning broadly for the future.

Draft Combined Delivery Program (2025-2029), Operational Plan (2025-2026) and Operating Budget (2025-2026)

These draft documents have been developed with consideration of the draft Community Strategic Plan - *Towards 2042*, which is currently on public exhibition.

The Delivery Program (DP) is the four-year statement of commitments to the community from the elected Council. It details the principal activities and objectives that will guide Council to prioritise actions towards achieving the community's priorities and goals as set out in the Community Strategic Plan.

The Operational Plan (OP) has been designed to enable a better understanding of the costs of Council services and how well Council delivers the projects and services it is responsible for. the OP is divided into the service areas of Council and contains 125 actions which directly align to objectives from the DP. Each service area has identified key outputs for the year, and the level of service to be delivered within allocated budgets.

The draft operating result for in the 2025/26 financial year is budgeted to be a deficit of \$3.1 million (consolidated) before capital grants and contributions. This outcome is attributed to several underlying factors:

- The cessation of emergency management and emergency works operational grant funding.
- Decrease in projected private works income.
- Revenue from rates has failed to match the pace of rising costs, due to constraints imposed by the rate peg.
- Depreciation has continued to increase, primarily due to the increased replacement cost of assets.

Council has sufficient funds to be able to operate in the short term, but repeated deficits are not sustainable. Council's financial goal is to fund existing service levels and infrastructure renewals whilst maintaining an operating surplus before capital grants and contributions.

Council needs to implement its [Financial Sustainability Plan \(FSP\)](#) it developed in 2024 as soon as practicable once the outcome is known on the de-amalgamation proposal.

The objectives of the FSP includes:

Income

- restore capacity to operate, maintain and renew assets with council-controlled funding sources.
- continue to self-fund the utilities (water, sewer, waste, stormwater).
- build capacity to deliver critical and essential public services.
- apply beneficiary pricing principle to non-'essential' services.
- reduce reliance on grants.
- optimise property portfolio.

Expenditure

- contain asset operations and maintenance to levels consistent with those before the influence of disaster and stimulus grants (prior to 2019).
- cap upgraded or new assets to the value of associated capital grants or contributions.
- minimise cost of workforce churn.
- optimise application of TechOne enterprise platform.

Draft Revenue Policy (2025-2026)

Outlines how Council will raise income to support its operations and community needs. This is achieved through a mix of sources, being rates, grants and contributions, fees and charges and other income such as interest on investments.

Draft Fees and Charges (2025-2026)

The Fees and Charges sets out the fees that Council will charge for services and programs. The proposed fees have been set in accordance with Council's revenue policy, which requires consideration of a number of factors including community service obligations, the cost-of-service provision, whether the goods or services are provided on a commercial basis, and the capacity of the user to pay.

Miscellaneous fees and charges not subject to individual detailed review have been increased by CPI. The fees and charges are made up of fees provided under relevant legislation, fees determined by Council, and recommendations from the Local Government Association of NSW.

Draft Resourcing Strategy

The Resourcing Strategy includes three (3) interrelated components:

1. Draft Long-Term Financial Plan (2025-2035)
2. Draft Workforce Management Strategy (2025-2029)
3. Draft Asset Management Strategy (2025-2029)

These documents are the point where Council explains to the community how it intends to perform all of its functions to support the achievement of the Snowy Valleys Community Strategic Plan - *Towards 2042*. The Resourcing Strategy articulates how Council will allocate resources to deliver the objectives under its responsibility.

1. Draft Long-Term Financial Plan (2025-2035)

The Draft Long Term Financial Plan (LTFP) is an important part of Council's strategic planning process. The LTFP is where Council projects the financial realities of its ability to contribute to the community's vision for the future. It outlines the pressures and economic drivers behind Council's expected long-term future. Expected growth rates are aligned with community expectations of service delivery and community projects and the social outcomes outlined in the Community Strategic Plan. The LTFP must be for a minimum of 10 years and is updated annually in line with Council strategies. It extends on the operational budget contained within the Operational Plan for 2025-2026.

2. Draft Workforce Management Strategy (2025-2029)

The primary goal of the workforce planning process is to identify the right size, shape, cost, and capability for the workforce needed to deliver Council's objectives as outlined in Council's Delivery Program 2025-2029, which is based on the Community Strategic Plan - *Towards 2042*. Resourcing of the workforce is critical to delivery of these objectives as our people will be involved in the achievement of these goals whether through direct provision of services, facilities, infrastructure, programs, planning, and engagement, collaborating with the community, business and industry, other councils, and other tiers of government, or advocacy.

Our communities and the Council have strongly indicated, through the IP&R consultation process an expectation that existing services and service levels will be maintained. Meeting this expectation will be extremely challenging given a reduced workforce, rising costs, and increasing legislative requirements and will require innovation and refinement of how services are delivered.

Further reductions to workforce numbers are not seen as feasible in the short-term given the ongoing workloads and information outlined in the Asset Management Plan which indicates that additional assets have been added, costs are increasing, requirements are increasing and there are major capital projects to be completed during the next four years of this plan.

Given Council's current position of uncertainty around continuation of the organisation in its current form, when this decision will be made, and ongoing financial concerns, the intention is to maintain the current workforce size and shape with the strategic vision for the next four years of this plan to continue building on the work of the previous plan in securing the foundations and frameworks that our work and decisions are based on and to review and refine our services and activities seeking opportunities for efficiencies and removal of non-critical tasks to allow available resources to be allocated sustainably and within approved budgets.

The strategy outlines key workforce actions to address the gaps and challenges identified through the planning process which involved review of IP&R plans, consultation with the Executive and Management Teams and analysis of workforce data, environmental conditions and options. A major focus moving forward needs to be ensuring that we establish systems, policies and procedures which are within the organisation's financial and workforce capacity to resource and maintain with an overarching focus on sustainability and a customer centred approach.

3. Draft Asset Management Strategy (2025-2029)

Council's Draft Asset Management Strategy sets out the framework for the lifecycle management of Council's physical assets and takes into consideration the "whole of life" approach which includes planning, procurement, construction, operation, maintenance and disposal of the asset. A key, ongoing issue facing local governments throughout Australia is the management of ageing assets in need of renewal and replacement.

Council's extensive portfolio of infrastructure assets requires careful planning and management. Financing the needs of the portfolio can be large, requiring planning for large peaks and troughs in expenditure for renewing and replacing assets. The demand for new and improved services adds to the planning and financing complexity. The procurement of new assets also presents challenges in funding the ongoing operating and replacement costs necessary to provide the needed service over the assets' full life cycle.

This Asset Management Strategy shows how the infrastructure asset portfolio will meet the service delivery needs of the community into the future and that existing asset management practices integrate with the Community Strategic Plan. Improvement in asset management involves formalising the knowledge about asset performance, maintenance levels and community expectations to optimise both expenditure and service provision over a longer time scale. The goal of asset management is to ensure that services are provided in the most cost-effective manner; through the creation, acquisition, maintenance, operation, rehabilitation and disposal of assets; and for present and future consumers.

In line with the community's vision for the Snowy Valley's the objectives of this strategy are to:

- guide the planning, construction, maintenance and operation of the infrastructure essential for Council to provide services to the community;
- ensure that Council's infrastructure services are provided in a financially sustainable, economically optimal way, enabling the appropriate level of service to residents, ratepayers, visitors and the environment;
- meet legislative requirements for all Council's operations;
- ensure resources and operational capabilities are identified and responsibility for asset management is allocated; and
- provide high level oversight of financial and asset management responsibilities on development and implementation of the Asset Management Plans and Long-Term Financial Plan.

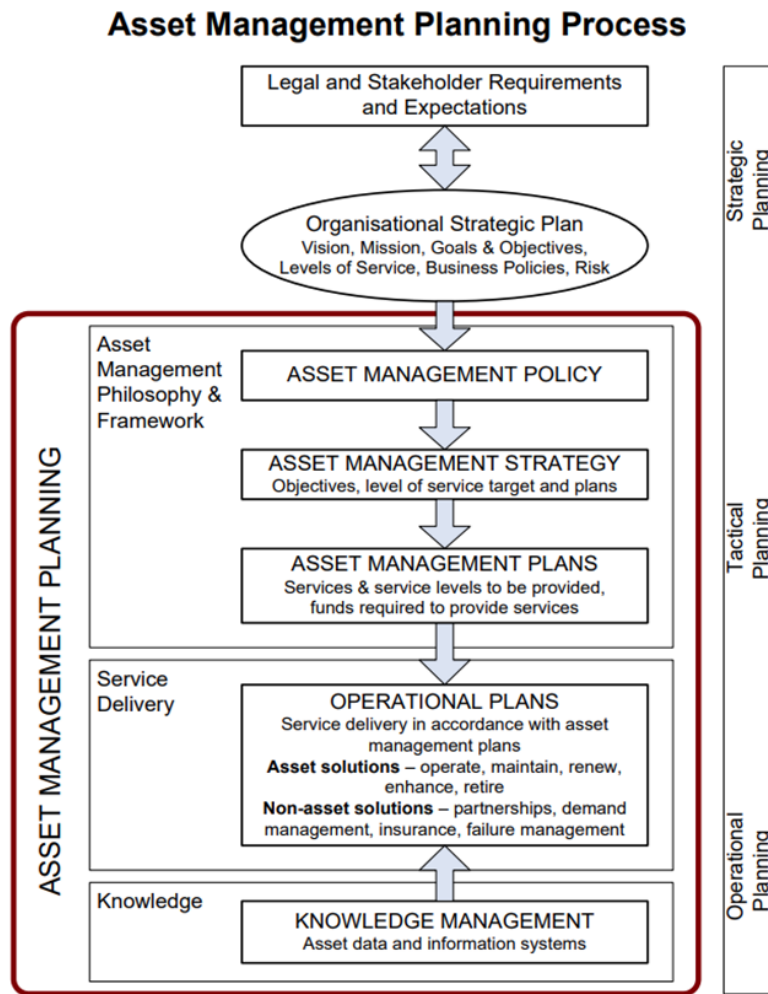
Asset management planning commences with defining stakeholder and legal requirements and needs, incorporating these needs into the organisation's strategic planning, developing an Asset Management Policy, Asset Management Strategy, Asset Management Plans and annual Operational Plan, linked to a Long-Term Financial Plan with a funding plan.

This strategy has been prepared following a review of the Council's service delivery practices, financial sustainability indicators, asset management maturity and fit with the community's vision as outlined in the Community Strategic Plan and Council's Long Term Financial Plan.

This strategy has also been prepared in alignment with the suite of Asset Management Plans that Council has now prepared for each of its 13 classes of Assets as well as the condition audits and re-valuations of Council's Assets which is undertaken on cyclical basis for all classes of Assets every five (5) years.

Council has also recently undertaken a Community Satisfaction Survey in 2024 which included questions on how satisfied the community was with certain classes of Council Assets such as Roads, Footpaths and Recreational Facilities such as Pools and Sporting fields. The Community Satisfaction Survey is undertaken every four (4) years.

The following diagram illustrates the key steps in asset management planning:

Figure 1 – Asset Management Process at SVC

Council's Asset Management Plans support and underpin the Asset Management Strategy. These are long term (10-year) plans that outline the asset activities for each service (asset class). They detail the intended asset management program for each asset class, based on controlling the organisation's understanding of customer requirements (including desired levels of service and satisfaction with current service levels), existing projected networks and asset conditions and performance. In total, Council is preparing 13 Asset Management Plans for each asset class which are in various stages of completion. The classes of assets that Council is preparing specific plans for are as follows:

- Bridges and Culverts
- Fleet, Plant, Equipment and IT
- Footpaths
- Open Space and Playgrounds
- Property and Buildings
- Resource Recovery Centres
- Retaining Walls and Earthworks
- Roads
- Specialised Buildings - Amenities
- Stormwater

- Streetscape Furniture
- Traffic Facilities
- Water and Wastewater Treatment

Council's asset management documents should be reviewed annually and be updated through the life of the Council's Community Strategic Plan. Council's condition analysis reports, financial valuations, projections, maintenance and operation costs in the Asset Management Plans are prepared using available condition data and will be improved as updated information becomes available. In general Council undertakes condition audits and re-valuations of its assets on a cyclical basis for all classes of Assets every five (5) years.

Planning Assumptions for Renewal Funding that underpin this Strategy, Council's Long Term Financial Plan and Council's Asset Management Plans

The financial planning assumptions that Council makes in terms of how it manages its assets from a depreciation and renewal expenditure comparison highlights any difference between present day outlays and the average cost of providing the service via the asset over the long term.

The Asset Renewal Funding Ratio (ARFR) is the most important indicator. It compares the funding with depreciation and capital renewal expenditure. In local government an ARFR of 1 or greater sustained over the long term indicates the optimal renewal and replacement of assets.

The target range is between 95% and 105% (or 0.95 and 1.05). This ratio as stated compares planned capital expenditure on renewals (as outlined in Councils the Long-Term Financial Plan) to the required capital expenditure on renewals (as indicated in the Asset Management Plans and depreciation amounts) over a 10-year period. The ARFR helps determine if sufficient future funding is available to renew or replace assets, ensuring the long-term sustainability of infrastructure and services.

If the ratio falls below 1, there is a risk that Council may struggle to maintain current service levels and may face a backlog of maintenance and renewal work.

Simply at a strategic level, the asset renewal ratio, specifically the Asset Renewal Funding Ratio (ARFR), assesses the ability of Council to fund projected asset renewals, ensuring continued service delivery without incurring additional operating costs.

Snowy Valleys Council aims to achieve a ratio of around 1:1 on Councils asset renewals across all 13 classes of assets to maintain Councils current asset base in a condition rating of 1-3, Very Good, Good or Moderate and not let it slip to a Condition 4 or 5 (poor and very poor).

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

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:

The adoption of the Long-Term Financial Plan, Operational Plan and Fees & Charges Schedule will incur associated expenses and resources for successful implementation over the years.

The cost of delivering on these draft plans is outlined in the draft 2025-2026 budget.

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

It is reiterated that the budget is a forecasting tool and what is presented is based on what is known. As changes are identified, approval to amend the adopted budget is sought from Council each quarter through the Quarterly Budget Review Statement reports.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Under the *Local Government Act 1993*, Council is required to develop and publicly exhibit documents in the Integrated Planning and Reporting Framework for 28 days and consider submissions made. Section 403-406 of the Act outline the requirements of:

- Resourcing Strategy (section 403)
- Delivery Program (section 404)
- Operational Plan (section 405)
- Integrated Planning & Reporting Guidelines (section 406)

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

There is a risk that the draft plans provided with this report may not be well understood by the community, or that the Council may not fully grasp community priorities.

Additionally, the Council may lack the resources needed to meet the targets set in the Delivery Program and Operational Plan.

The cost of implementing these draft plans is outlined in the draft 2025-2026 budget. Staff are continuing to realistically plan and explore resourcing opportunities as detailed in the Delivery Program and Workforce Management Strategy.

OPTIONS:

1. Endorse the plans as presented and place them on public exhibition for 28 days.
2. Amend the plans and place them on public exhibition.
3. Council may opt not to endorse any of the plans presented at this time, being aware that Councils are mandated to have the plans adopted by 30 June 2025.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Consultation**

A review of the council's current Integrated Planning & Reporting (IP&R) Suite, 2022-2025 Delivery Program the current 2024-2025 Operational Plan, SVC 2022-2025 Resourcing Strategy, priority organisational projects and the audit matrix was undertaken with the Executive Team and Managers to

develop and confirm the priorities in the revised IP&R Suite (2025-2029 Delivery Program, 2025-2026 Operational Plan, 2025 Resourcing Strategy and 2025-2026 Fees & Charges).

The Operational Budget has been developed in consultation with the Management Team and Executive.

The draft plans were discussed by Councillors in the lead-up to the endorsement of the documents for public exhibition.

External Consultation

Council will engage with the community from 21 April to close of business on Monday 19 May 2025 by:

- Making the IP&R suite of documents available for the community to read on Council's website, in our public libraries (Tumut, Tumbarumba & Batlow), and at Customer Service counters (Tumut & Tumbarumba).
- Informing the community about the public exhibition through the media, social media and Council's newsletters; inviting the community to provide feedback through our 'Have Your Say' page on Council's website.
- Emailing Council Community Engagement email distribution list (community grounds) inviting them to provide feedback through Council's 'Have Your Say Page' on Council's website.

ATTACHMENTS

1. Draft Combined Delivery Program (2025-2029), Operational Plan (2025-2026) and Operating Budget (2025-2026) (Under separate cover)
2. Draft Revenue Policy 2025-2026 (Under separate cover)
3. Draft Fees and Charges 2025-2026 (Under separate cover)
4. Draft Long-Term Financial Plan 2025-2035 (Under separate cover)
5. Draft Asset Management Strategy (2025-2029) including the Asset Management Policy (Under separate cover)
6. Draft Workforce Management Strategy (2025-2029) (Under separate cover)

10.5. COUNCILLOR AND COMMUNITY DIRECTORS TO THE BOARD - HYNE COMMUNITY TRUST

REPORT AUTHOR: EXECUTIVE ASSISTANT - GENERAL MANAGER

RESPONSIBLE DIRECTOR: ACTING GENERAL MANAGER

EXECUTIVE SUMMARY:

The purpose of this report is to appoint a Snowy Valleys Councillor to the non-company director positions on the Hyne Community Trust Board, in accordance with the Trust's Deed of Trust (2007) and Deed Poll Amendment (2016).

RECOMMENDATION:

THAT COUNCIL:

- 1. Receive the report on the appointment of a Councillor and community representation to the non-Hyne Director positions to the Hyne Community Trust Board;**
- 2. Note and endorse the current community representation and their continued interest on behalf of Snowy Valleys Council, that being Mr Ian Chaffey, Ms Bernadette Alleyn and Ms Janet Anderson; and**
- 3. Write to the Hyne Community Trust to:**
 - a. Advise of the 17 October 2024 resolution M198/24 that Mayor Julia Ham has been nominated as the Councillor non-Hyne Director, in accordance with the requirements of the Deed (2007) and amendment (2016); and**
 - b. Advise that Mr Ian Chaffey, Ms Bernadette Alleyn and Ms Janet Anderson have been nominated as community non-Hyne Directors.**

BACKGROUND:

The Hyne Community Trust was established in 2006 following development approval for the expansion of the Hyne Timber Mill on Jingellic Road, Tumbarumba. The Trust was established by original endowment of \$100,000 and annual endowments of \$40,000 (indexed by CPI) for public charitable purposes for the benefit of the people of the former Shire of Tumbarumba. The Trust Fund is managed by a Board of Directors, made up of at least five persons, who have been determined to have a high degree of responsibility to the public in exercising control and administration of the Trust.

Clauses 4.2 and 4.3 of the original Trust Deed (2006) state:

"4.2. The Trustee must ensure that up to two persons (whether or not Qualified Persons), nominated by the Settlor while it is the owner of the Mill, or the Successor Operator, are appointed as Directors.

4.3. Other than the Directors to be appointed under clause 4.2, no Director will be appointed without prior written approval of Council, such approval not to be unreasonably withheld. At least one non company director appointed is to be an elected Councillor of Tumbarumba Shire Council or its successors."

Following the merger of the former Tumbarumba and Tumut Shires, a Deed Poll Amending the Trust Deed dated 11 August 2016 was endorsed at the 22 September 2016 Ordinary Council Meeting to give effect to the Objects of the Trust to Snowy Valleys Council. Clause 4.3 of the Amended Deed (2016) states:

"4.3 Other than the Directors to be appointed under clause 4.2, no Director will be appointed without prior written approval of Council, such approval not to be unreasonably withheld. At least one non-company director appointed is to be an elected Councillor of Council who resides in the Shire of

Tumbarumba", where Clause 1.1 of the Amended Trust Deed includes the definition "Shire of Tumbarumba means the former Local Government Area known as the Shire of Tumbarumba as at 26 March 2007."

REPORT:

In line with the Council Committees Policy and the Council Committees Operations Manual, the Hyne Community Trust is classified as an External Committee with Council Representation. The appointment of councillor delegates to committees usually aligns with the term of the elected Council, unless changes are proposed.

In order to preserve the intent of the Trust, Clause 4.3 of the Trust Deed specifies that Councillor representation can only comprise a councillor who resides within the former Tumbarumba Shire. Mayor Julia Ham is, therefore, the only Snowy Valleys councillor eligible for consideration of appointment to the position of non-Hyne Director on The Hyne Community Trust and as such was elected as Council's representative when considering all committee delegates in October 2024.

Previous Mayor, Ian Chaffey was the councillor Director on the Trust's Board at the time of the 2016 merger of the two former Councils, continued during his tenure as Mayor of Snowy Valleys Council and has since advised that he is happy to continue his involvement as a community representative. The two other community representatives, Ms Bernadette Alleyn and Ms Janet Anderson are recommended to remain as Snowy Valleys Council community representatives based on their long tenure, associated experience to date and confirmation that they wish to continue.

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:

Councillor representative Mayor Ham is considered to be conducting official council business whilst attending meetings and can claim expenses incurred in line with Council's *Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy*.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The relevant sections in the Council Committees Policy and Operations Manual apply to External Committees with Council Representation.

The Hyne Community Trust Deed of Trust (2006) and Amended Deed Poll (2016) are both attached.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

The Hyne Community Trust administers funding to community groups that are based within the footprint of the former Tumbarumba LGA. The provision of a dedicated councillor ensures communication and transparency between the committee and Council and will therefore assist Council to identify emerging risks associated with the purpose and function of the Trust.

There is a risk of conflict of interest between the elected Councillor's role as a public official and their role as a Director of a charitable trust. An elected official acting on the Trust board could potentially allocate/withhold funds, exert influence, or make decisions in order to secure political support in election campaigning. They are unable to act on behalf of the broader Council because they do not speak for the Councillors nor do they speak on behalf of the Council organisation, itself. They are merely one part of a communal whole.

The other concern is that this Trust Deed puts obligations on Council (to provide a Councillor) but Council is not a party to the Trust (i.e. Council do not have any control or oversight of the Councillor). If there is a legitimate reason for the Council (as an organisation) to be involved with the Hyne Trust then it should be a staff member appointed acting in Council's interest. This would also remove any need to re-appoint the Trust directorship every term of Council. More importantly, however, it would ensure that there is appropriate oversight and accountability in place. Any decisions could be under delegated authority, codes of conducts could be enforced, and so on.

OPTIONS:

- Council may consider issuing a new Expression of Interest for community representatives.
- Council may at this time decide to not endorse the appointment of a councillor to the vacant position of non-Hyne Director on The Hyne Community Trust.
- Council may elect to adjust the termination date of this appointment, currently set to align with the end of Council term.
- Council may request the Hyne Community Trust consider an amendment to the Trust Deed that would allow eligibility to all Snowy Valleys councillors, regardless of the place of residence.
- Council may request the Hyne Community Trust consider a review of the Trust Deed to address the potential risks identified.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

A media release summarising any Director's appointment and associated details may be distributed via Council's social media channels and distributed to local media outlets for dissemination to the public.

ATTACHMENTS

1. Hyne Community Trust Deed of Trust (2006) (Under separate cover)
2. Amended Deed Poll (2016) (Under separate cover)

10.6. DRAFT PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS POLICY - FOR PUBLIC EXHIBITION

REPORT AUTHOR: ACTING GENERAL MANAGER

EXECUTIVE SUMMARY:

This report serves to inform Council of a review of the Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy, and to recommend that the revised policy be placed on public exhibition for a minimum of 28 days in accordance with Section 252 and Section 253 of the *Local Government Act 1993* (the Act).

RECOMMENDATION:

THAT COUNCIL:

- 1. Endorse the Draft Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy - SVC-EXE-PO-002-07 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 Draft Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy if no submissions are received on the day after the completion of the public exhibition period.**

BACKGROUND:

Council is required to adopt a policy that governs the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and other Councillors that relate to the work undertaken as part of their civic duties.

Mayors and Councillors can only be reimbursed for expenses and provided with facilities in accordance with this Policy.

This Draft Policy has been reviewed in line with legislative requirements as well as updated guidelines and circulars published from the NSW Office of Local Government (OLG).

The updated policy is required under the Act to be placed on public exhibition for 28 days to allow the community to respond and provide feedback.

REPORT:

In accordance with Section 439 of the *Local Government Act 1993*, Councillors must act lawfully, honestly and exercise a reasonable degree of care and diligence in carrying out their functions under this Act or any other Act.

The purpose of the Policy is to:

- ensure that the Councillors would not be financially or otherwise advantaged or disadvantaged in undertaking their civic responsibilities;
- ensure accountability and transparency in the reimbursement of expenses incurred by Councillors; and
- avoid unnecessary imposition of administrative burden on both Councillors and staff.

Councillor expenses and facilities policies must include all of the specific expenses for which councillors are entitled to receive reimbursement, and all of the specific facilities Councillors are entitled to use.

Councillors can only receive reimbursement for expenses and the use of facilities when these are clearly identified in the Policy.

The overriding principle addressed in the Policy is that the details and range of expenses paid, and facilities provided to Councillors by the Council must be clearly and specifically stated and be fully transparent and acceptable to the local community.

To this end, the policy has been updated to reflect clear limits and processes for approval, reconciliation and reimbursement for all expenses and facilities to maximise accountability and transparency.

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:

The annual budget has provision for councillor expenses and the provision of facilities for the Mayor and Councillors. This amount is set each year.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The preparation and review of this policy is in accordance with S.252 and S.253 of the Act.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Sound processes around the use of Council funds ensures that Council is able to make the best possible, informed decisions.

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Financial	Minor	Council budgets for the provision of funds to adequately cover the cost of councillors carrying out their civic duties.	Adoption and implementation of the policy and associated budget effectively mitigates financial risks.
Technology	Minor	Council budgets for the provision of IT equipment to councillors.	The provision of IT equipment enables councillors to carry out their role.
Stakeholder	Minor	The public exhibition of this policy may result in submission/s requiring amendment/change.	The public exhibition of this policy may result in submission/s requiring amendment/change.
Service Delivery	Minor	Nil.	Adoption and implementation of the policy

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
			and associated budget effectively enables councillors to carry out their civic duties.

OPTIONS:

Nil. Council is obligated under the Act to place the reviewed and updated policy on public exhibition.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal: The Executive Leadership Team have provided feedback on the draft policy and its provisions. All staff will have the opportunity to provide feedback during the public exhibition period.

External: The opportunity for feedback from the community will be provided through the public exhibition period.

ATTACHMENTS

1. DRAFT Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy (Under separate cover)

10.7. COMMUNITY ENGAGEMENT STRATEGY AND COMMUNITY ENGAGEMENT POLICY - FOR ADOPTION

REPORT AUTHOR: MANAGER COMMUNICATIONS, ACTIVATION AND STRATEGY

RESPONSIBLE DIRECTOR: ACTING DIRECTOR COMMUNITY, CORPORATE & DEVELOPMENT

EXECUTIVE SUMMARY:

The purpose of this report is to recommend adoption of the Draft Community Engagement Strategy (SVC-RP-STY-003-02) and Draft Community Engagement Policy (SVC-EXE-PO-017-03) following the mandatory public exhibition period.

RECOMMENDATION:

THAT COUNCIL:

- 1. Adopt the Community Engagement Strategy (SVC-RP-STY-003-02); and**
- 2. Adopt the Community Engagement Policy (SVC-EXE-PO-017-03).**

BACKGROUND:

Section 402A of the *Local Government Act 1993*, which relates to the Integrated Planning and Reporting (IP&R) framework, requires NSW councils to have a Community Engagement Strategy based on social justice principles.

Council considered and endorsed the public exhibition of the Draft Community Engagement Strategy (SVC-RP-STY-003-02) and Draft Community Engagement Policy (SVC-EXE-PO-017-03) at the Ordinary Meeting of Council on 21 November 2024. The Draft documents were then placed on public exhibition for 35 days from 2 December 2024 to 6 January 2025.

REPORT:

The Draft Community Engagement Strategy (SVC-RP-STY-003-02) and Draft Community Engagement Policy (SVC-EXE-PO-017-03) reflect Council's commitment to engaging with the community and other local and regional stakeholders to ensure that all voices are heard, including those that are harder to reach.

These documents form part of SVC's Engagement Framework, which also includes a Community Participation Plan (SVC-CorpPlan-Pln-014-02) that sets out when, where, and how people can have a say in the Snowy Valleys' planning system. The Community Participation Plan was adopted by the Council in August 2022 and reviewed in July 2024 and does not form part of this report.

Community engagement does not replace the decision-making responsibility of Council. Rather, the implementation of Council's Community Engagement Framework is designed to ensure that Council has access to a range of information about community needs, opinions, and options prior to making decisions.

The SVC Community Engagement Framework allows Council to:

- Inform the community about our approach to community engagement and encourage the community to become involved
- Improve the nature of our decision-making and help to build and strengthen the relationship that we have with the community, as well as other stakeholders
- Recognise diversity within the community and incorporate this into our planning of engagement activities
- Enable a consistent, transparent and high quality approach to the planning and undertaking of community engagement

- Foster a culture of community engagement among Council staff, management and Councillors.

Public Exhibition

The Draft Community Engagement Strategy (SVC-RP-STY-003-02) and Draft Community Engagement Policy (SVC-EXE-PO-017-03) were placed on public exhibition for 35 days from 2 December 2024 to 6 January 2025.

Promotion of the public exhibition was done via Council's website and social media platforms, Council's e-newsletter, media releases, paid advertisements and public notices in the local newspapers, interviews on local radio, and posters with QR codes displayed at SVC Customer Service counters, childcare centres, and libraries.

Council's online engagement platform, yourvoice.svc, recorded the following activity in relation to the Engagement documents:

- 88 visits to the 'Have Your Say' page
- 24 document downloads

A total of two (2) submissions were received during the public exhibition period (Table 1 below). Both submissions focused on individual concerns that do not necessitate any modifications to the Community Engagement Strategy or Policy. The submitters will be corresponded to separately regarding their individual concerns.

Table 1

Public Exhibition Feedback	Response
Complaint about Council's lack of engagement regarding the chosen location for the Multipurpose and Evacuation Centre project.	The issue raised is an individual matter that does not necessitate any modifications or broader changes to the community engagement strategy or policy settings. The new Engagement Matrix will better guide staff in setting the appropriate level of engagement based on the level of community impact.
Complaint about Council's lack of engagement and follow-up concerning allegations of illegal land clearing.	The issue raised is an individual matter that does not necessitate any modifications or broader changes to the community engagement strategy or policy settings. The new Engagement Matrix will better guide staff in setting the appropriate level of engagement based on the level of community impact.

Community Engagement Matrix

In any decision-making process, the level of engagement will vary depending on the nature and complexity of the project or decision.

A Community Engagement Matrix has been developed as a guide for Council staff in setting the appropriate level of engagement based on the level of community impact.

The Community Engagement Matrix will form part of an internal staff toolkit to support council staff and project managers in delivering community engagement and understanding when and how to engage with the community. Staff will receive training on how to use the toolkit and it will be included as a companion to the Community Engagement Strategy.

The Community Engagement Matrix is attached under separate cover for Councillor's information.

Community Engagement Survey

In conjunction with the public exhibition of the Draft Community Engagement documents, a Community Engagement Survey was also released in a bid to help better understand how people prefer to engage with Council.

A total of 25 people from various age groups participated in the online survey and while the participation rate is too low to be statistically representative, the results still offer valuable insights into how people prefer to engage with and receive updates from Council.

Additionally, the feedback highlights that community members are actively using the communication and engagement platforms currently in place. A full survey summary report is attached under separate cover for Councillor's information.

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 organisational governance foster 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

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

FINANCIAL AND RESOURCES IMPLICATIONS:

The delivery of Community Engagement activities may require financial resources depending on their nature.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

According to the *Local Government Act 1993* section 402A – a council must establish and implement a strategy for engagement with the local community when developing its plans, policies, and programs.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	<i>LOCAL GOVERNMENT ACT 1993 - SECT 402A - A council must establish and implement a strategy (called its "community engagement strategy") for engagement with the local community when developing its plans, policies and programs and for the purpose of determining its activities (other than routine administrative matters).</i>	Not having a community engagement strategy would contravene the LG Act	Adopting a community engagement strategy will ensure council complies with legislation.
People	Effective community engagement is built on trust, respect and goodwill.	A lack of engagement can make communities	Allowing the community the opportunity to provide

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
	Communities that aren't engaged are less likely to feel invested in Council's initiatives and goals.	feel ignored or undervalued, which erodes trust. Without regular, authentic interactions, stakeholders may view the organisation as disconnected or insincere, damaging Council's credibility.	feedback on council's engagement strategy and policy ensures integrity and transparency.

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:**

Both documents were placed on internal exhibition for a period of 14 days. Staff feedback was incorporated into the draft documents prior to being placed on public exhibition.

External Consultation:

The Draft Community Engagement Strategy (SVC-RP-STY-003-02) and Draft Community Engagement Policy (SVC-EXE-PO-017-03), as per Council's recommendation, were placed on public exhibition for 35 days from 2 December 2024 to 6 January 2025. A community survey was also created as part of the documents' public exhibition, to gauge the community's engagement preferences.

The public exhibition and survey were advertised via Council's websites and social media platforms, Council's e-newsletter, media releases, paid advertisements and public notices in the local newspapers, interviews on local radio, and posters with QR codes displayed at SVC Customer Service counters, childcare centres, and libraries.

ATTACHMENTS

1. 20250318 - Draft Community Engagement Policy SVC-EXE-PO-017-03 (under separate cover)
2. 20250318 - Draft Community Engagement Strategy SVC-RP-STY-003-02 (under separate cover)
3. 20250318 - Community Engagement Matrix (under separate cover)
4. 20250317 - Summary - SVC Community Engagement Survey - 7 Dec 2024 to 6 Jan 2025 (under separate cover)

10.8. COUNCIL COMMITTEES POLICY - FOR PUBLIC EXHIBITION

REPORT AUTHOR: MANAGER GOVERNANCE

RESPONSIBLE DIRECTOR: ACTING DIRECTOR COMMUNITY CORPORATE & DEVELOPMENT

EXECUTIVE SUMMARY:

The purpose of this report is to present to Council the draft Council Committees Policy for public exhibition and adoption. The Policy sets out Council's approach on how Committees are established, rules governing the appointment of a committee, types of committees, limitations of power and Council's/committees commitments.

RECOMMENDATION:

THAT COUNCIL

1. **Endorse the updated Council Committees Policy SVC-GOV-PO-110-02 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;**
3. **Adopt the Council Committees Policy SVC-GOV-PO-110-02 if no submissions are received on the day after the completion of the public exhibition period.**

BACKGROUND:

Committees fulfill a valuable role of Snowy Valleys Council (Council) and the wider community, providing a formal mechanism for Council to draw on the considerable knowledge, experience and interests of community members in the provision and management of Council services.

A committee's role may be to provide advice and recommendations for Council consideration or perform defined functions on the Council's behalf such as the provision of services or management of Council-owned facilities such as public halls or recreational reserves.

REPORT:

Committee members are volunteers for our community, working side by side with Council to deliver services, facilities and informed decision making and as a result, share many obligations and responsibilities.

Council is committed to ensuring committee members are strongly supported and have access to the tools necessary to provide meaningful advice and successfully manage the operations of Council facilities or services.

The review of the Policy has been updated to help current and future committee members, fulfil their role to the best of their ability.

The document relates to the three types of committees we have at Snowy Valleys Council - Advisory Committees, Community Committees and Volunteer Working Groups.

Advisory Committees - provide valuable advice from the community perspective for Council decision-making processes.

Community Committees (S355) - under the *Local Government Act 1993* - manage community assets such as community halls, reserves and facilities on behalf of Council represent diverse user groups and encourage broader community participation, and their volunteer labour has considerable value.

Volunteer Working Groups - are groups of people, usually volunteers, that come together for a purpose including consultation and have a dedicated staff delegate. They are not required to follow a formal committee governance structure regarding reporting requirements, etc.

Changes: Council Committees Policy

Page	Description
Page 2	Removal of paragraph – Functions of Council
Page 3	Types of Committees: Volunteer Working Groups – definition added into section

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

FINANCIAL AND RESOURCES IMPLICATIONS:

There is no direct cost associated with the adoption of these documents.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Local Government Act NSW 1993

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

The category of risk that presents the highest risk rating for Council in accordance with the Enterprise Risk Management Framework is Corporate Governance and Compliance.

Many community committees are currently not meeting the minimum requirements for governance and compliance. The Policy gives guidance to committees to ensure governance and compliance requirements for committees are being adhered to.

OPTIONS:

1. Adopt as per recommendations set out in this report - preferred option.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

External Consultation:

Contingent on approval from Council, the updated Council Committees Policy will be made available to the public for review and comment for no less than 28 days.

ATTACHMENTS

1. Draft Council Committees Policy - SVC-GOV-PO-110-02 (Under separate cover)

10.9. STATEMENT OF INVESTMENTS - MARCH 2025**REPORT AUTHOR: FINANCE OFFICER****RESPONSIBLE DIRECTOR: CHIEF FINANCIAL OFFICER**

EXECUTIVE SUMMARY:

This report provides an overview of Council's cash and investment portfolio performance as at 31 March 2025.

RECOMMENDATION:**THAT COUNCIL:**

1. Note the report on Statement of Investments - March 2025.

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:

This report provides analysis and commentary on investment performance metrics.

As at 31 March 2025, the following table provides a comprehensive snapshot of Council's cash, at-call Investments, and term deposits:

31/03/2025						
Financial Institution	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date
Commonwealth Bank	\$ 2,711,659	\$ 3,893,284	-\$ 1,181,624	W/Acct	4.10%	-
Commonwealth Bank	\$ 6,772,374	\$ 7,497,580	-\$ 725,207	At Call (BOS)	4.15%	-
Commonwealth Bank	\$ 274	\$ 273	\$ 1	Gen-Roth	4.10%	-
Sub-total Cash Accounts	\$ 9,484,307	\$ 11,391,137	-\$ 1,906,830		4.14%	
Financial Institution	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
Bank of Queensland	\$ -	\$ 1,500,000	-\$ 1,500,000	2/07/2024	5.35%	3/03/2025
Bank of Queensland	\$ -	\$ 1,026,153	-\$ 1,026,153	17/09/2024	5.05%	17/03/2025
National Australia Bank	\$ -	\$ 1,000,000	-\$ 1,000,000	28/06/2024	5.35%	28/03/2025
Suncorp	\$ 1,500,000	\$ 1,500,000	\$ -	2/10/2024	5.35%	2/04/2025
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	3/04/2024	5.07%	3/04/2025
Westpac	\$ 1,000,000	\$ 1,000,000	\$ -	3/04/2024	5.07%	3/04/2025
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	11/04/2024	5.13%	11/04/2025
ICBC Sydney Branch	\$ 1,500,000	\$ 1,500,000	\$ -	27/09/2024	5.01%	27/05/2025
Bank of Queensland	\$ 1,000,000	\$ 1,000,000	\$ -	28/11/2024	5.15%	28/05/2025
Bank of Queensland	\$ 1,000,000	\$ 1,000,000	\$ -	28/11/2024	5.15%	28/05/2025
Bank of Queensland	\$ 1,500,000	\$ 1,500,000	\$ -	18/12/2024	5.20%	18/06/2025
Bank of Queensland	\$ 1,500,000	\$ 1,500,000	\$ -	18/12/2024	5.20%	18/06/2025
Bank of Queensland	\$ 1,000,000	\$ 1,000,000	\$ -	18/12/2024	5.20%	18/06/2025
ICBC Sydney Branch	\$ 1,000,000	\$ 1,000,000	\$ -	15/01/2025	5.00%	15/07/2025
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	31/07/2024	5.30%	31/07/2025
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	29/08/2024	5.00%	29/08/2025
Australian Military Bank	\$ 1,500,000	\$ 1,500,000	\$ -	1/08/2023	5.35%	1/08/2025
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	9/09/2024	4.95%	9/09/2025
AMP Bank	\$ 1,000,000	\$ 1,000,000	\$ -	18/12/2024	5.15%	18/09/2025
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	29/09/2023	5.21%	29/09/2025
ICBC Sydney Branch	\$ 1,000,000	\$ 1,000,000	\$ -	30/09/2024	4.92%	30/09/2025
Westpac	\$ 1,000,000	\$ 1,000,000	\$ -	3/04/2024	4.95%	15/10/2025
ICBC Sydney Branch	\$ 1,500,000	\$ 1,500,000	\$ -	31/10/2024	4.95%	31/10/2025
Australian Military Bank	\$ 1,000,000	\$ 1,000,000	\$ -	2/12/2024	5.05%	2/12/2025
Suncorp	\$ 2,000,000	\$ 2,000,000	\$ -	22/12/2023	4.93%	22/12/2025
ICBC Sydney Branch	\$ 2,000,000	\$ 2,000,000	\$ -	15/01/2025	5.01%	15/01/2026
Suncorp	\$ 1,000,000	\$ 1,000,000	\$ -	20/01/2025	4.96%	20/01/2026
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	29/01/2025	4.90%	29/01/2026
ICBC Sydney Branch	\$ 1,500,000	\$ 1,500,000	\$ -	30/01/2025	4.85%	30/01/2026
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	10/02/2025	4.75%	10/02/2026
ICBC Sydney Branch	\$ 2,000,000	\$ 2,000,000	\$ -	10/02/2025	4.84%	10/02/2026
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	26/02/2025	4.67%	6/03/2026
Westpac	\$ 1,500,000	\$ -	\$ 1,500,000	3/03/2025	4.65%	7/04/2026
Suncorp	\$ 1,000,000	\$ -	\$ 1,000,000	31/03/2025	4.60%	14/04/2026
Westpac	\$ 2,000,000	\$ -	\$ 2,000,000	3/03/2025	4.65%	12/05/2026
National Australia Bank	\$ 1,026,153	\$ -	\$ 1,026,153	17/03/2025	4.56%	17/06/2026
Sub-total Term Deposits	\$ 47,026,153	\$ 45,026,153	\$ 2,000,000		4.98%	
Total Cash & Investments	\$ 56,510,460	\$ 56,417,290	\$ 93,170		4.84%	

As at the end of March 2025, applying long-term ratings only, all individual banks were within the Policy limits. Overall, the portfolio is lightly diversified across the investment grade credit spectrum, with no exposure to the unrated institutions.

Compliant	Issuer	Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	Commonwealth Bank	AA-	\$ 9,484,307	16.78%	30%	\$ 7,468,831
✓	ANZ (Suncorp)	AA-	\$ 5,500,000	9.73%	30%	\$ 11,453,138
✓	NAB	AA-	\$ 6,026,153	10.66%	30%	\$ 10,926,985
✓	Westpac	AA-	\$ 15,500,000	27.43%	30%	\$ 1,453,138
✓	ICBC	A	\$ 10,500,000	18.58%	20%	\$ 802,092
✓	BOQ	A-	\$ 6,000,000	10.62%	20%	\$ 5,302,092
✓	Aus Military Bank	BBB+	\$ 2,500,000	4.42%	15%	\$ 5,976,569
✓	AMP	BBB+	\$ 1,000,000	1.77%	15%	\$ 7,476,569
			\$ 56,510,460	83.21%		

Note: The available (\$) is the amount of funds left available to invest with the financial institution before the maximum investment limit is reached. The maximum investments limits are set by Council's *Investment Policy*.

Currently, the portfolio remains highly liquid with 41.56% of deposits maturing within 90 days and an additional 48.66% maturing within 12 months.

Compliant	Horizon	Invested (\$)	Invested (%)	Min. Limit (%)	Max. Limit (%)	Available (\$)
✓	0-90 days	\$ 23,484,307	41.56%	10%	100%	\$ 33,026,153
✓	91 - 365 days	\$ 27,500,000	48.66%	0%	100%	\$ 29,010,460
✓	1 - 2 years	\$ 5,526,153	9.78%	0%	70%	\$ 34,031,169
✓	2 - 5 years	\$ -	0.00%	0%	50%	\$ 28,208,645
✓	5 - 10 years	\$ -	0.00%	0%	25%	\$ 14,104,323
		\$ 56,510,460	100.00%			

As part of our ongoing strategy review, Council evaluates reinvestment opportunities with longer-term horizons of 12-24 months. During March 2025, Council increased the percentage of term deposits invested for 12-24 months by 6.24%.

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 Snowy Valleys Council's *Investment Policy*. Cash and Investments increased by \$93K in March 2025.

Major cash receipts received during March 2025 included:

- Transport for NSW - AGRN 1034 - NSW Flooding 2022 - \$1.1M
- Department of Infrastructure - Local Roads & Community Infrastructure Program - Round 3 - \$871K
- Transport for NSW - Road Maintenance Council Contracts (RMCC) - \$436K

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

- Tumut Aerodrome Upgrade - Claim 1 - \$925K
- Road Maintenance Council Contract (RMCC) - Slope Remediation - \$275K
- Emergency Services Levy - Quarter 3 - \$190K

Each month, Council's investments are assessed against portfolio risk, portfolio risk refers to the overall risk of the portfolio of investments, this includes the combined risk of each individual investment.

Currently, all aggregate ratings categories are within the Policy limits ensuring Council remains compliant across the institutional credit framework outlined in Council's *Investment Policy*.

Compliant	Credit Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	AA Category	\$ 36,510,460	64.61%	100%	\$ 20,000,000
✓	A Category	\$ 16,500,000	29.20%	60%	\$ 17,406,276
✓	BBB Category	\$ 3,500,000	6.19%	60%	\$ 13,453,138
✓	Unrated ADIs	\$ -	0.00%	15%	
		\$ 56,510,460	100.00%		

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. MULTIPURPOSE AND EVACUATION CENTRE PROJECT - UPDATE - APRIL 2025

REPORT AUTHOR: MAJOR PROJECTS - PROJECT MANAGER

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS

EXECUTIVE SUMMARY:

This report provides an update regarding the Snowy Valleys Multipurpose and Evacuation Centre Project at Richmond Park, Tumut.

RECOMMENDATION:

THAT COUNCIL:

1. Note the Multipurpose and Evacuation Centre Project - Update - April 2025 Report.

BACKGROUND:

Snowy Valleys Council (SVC) is to complete construction of the Snowy Valleys Multipurpose and Evacuation Centre under grant funding received from the State and Federal Government Bushfire Local Economic Recovery Fund (BLERF).

The outcomes of this project will be:

1. A multipurpose facility to cater for multiple indoor sports, the size of two basketball courts, to accommodate local, regional and state sporting competitions as well as a facility to host conferences, local school and community events, which can also serve as an emergency evacuation centre.
2. Local employment outcomes, including apprenticeships and indigenous employment opportunities, through the building and construction of the facility.
3. Local employment outcomes, through the ongoing management of the facility.
4. An increase in community wellbeing and cohesion through the provision of an indoor sporting facility equipped with a large stadium, changerooms, amenities and spectator seats with disability access, where sport can be played and watched 12 months of the year, in any climate.
5. Natural disaster readiness for the community, where many people can shelter in the facility and access emergency services.

Council progressed the planning for the facility at Richmond Park, Tumut, and awarded a tender for the design at the Ordinary Meeting on 21 November 2024, and unanimously resolved:

13.4. CONFIDENTIAL RFT 2024/11 DESIGN OF THE TUMUT EVACUATION AND MULTIPURPOSE CENTRE – TENDER REPORT**M279/24 RESOLVED:****THAT COUNCIL:**

1. Note that this resolution is subject to the endorsement of expenditure by the Department of Primary Industries and Regional Development;
2. Resolve in accordance with Section 55 of the NSW *Local Government Act 1993* to accept the tender RFT 2024/11 from Facility Design Group Pty Ltd to prepare documentation for the Design of the Snowy Valleys Emergency Evacuation Centre and Multipurpose Facility for the tendered lump sum amount of \$469,523.75 excluding GST;
3. Authorise the Interim General Manager to enter into a contract with Facility Design Group Pty Ltd to prepare documentation for the Snowy Valleys Emergency Evacuation Centre and Multipurpose Facility;
4. Once Council has executed the Contract, information relating to the successful tender be published in Council's Register of Contracts as required by *Government Information (Public Access) Act 2009* - Part 3 Division 5 - Government Contracts with the Private Sector;
5. The Confidential Report relating to matters specified in Sections 10A(2)(d) be treated as confidential and remain confidential until Council determines otherwise; and
6. Write to the unsuccessful tenderers advising of the outcomes of the tender process.

Cr Packard/Cr Wortes

CARRIED UNANIMOUSLY

The contract requires Facility Design Group to:

1. Undertake investigations, consultation, and design development of the current option
2. Prepare all documentation and lodgement of a Development Application (DA)
3. Prepare all required documentation for both a Construction Certificate (CC) and a Construction Tender
4. Provide Design Services during construction.

At its Ordinary Meeting held 20 February 2025, Council resolved:

11.2. SNOWY VALLEYS MULTIPURPOSE AND EVACUATION CENTRE PROJECT - CONCEPT DESIGN**M32/25 RESOLVED:****THAT COUNCIL:**

1. Note the Concept Design for the Snowy Valleys Multipurpose and Evacuation Centre at Richmond Park, which subject to minor improvements as a result of consultation feedback, will be progressed to a Development Application; and
2. Note the continued community consultation opportunities as part of the Development Application process.

Cr Hayes/Cr Packard

For: Cr Thomson, Cr Packard, Cr Hayes, Cr Hardwick, Cr Wortes, Cr Ham

Against: Cr Sheldon

CARRIED

6/1

At the same meeting, Councillors indicated a desire to receive monthly update reports on this project.

REPORT:**The program and progress status update**

Work completed to date:

Phase 1 – Undertake investigations, consultation, and design development of the current option

Reported to Ordinary Meeting of Council on 20 February 2025

Phase 2 – Prepare all documentation and lodgement of a DA

Submitted through the NSW Planning Portal on 6 March 2025

Work in Progress:

Phase 3 - Planning Approvals

The DA documentation is available for public viewing via the NSW Planning Portal. Community members were encouraged to review the details and provide feedback before the submission deadline closed on 8 April 2025.

The project will undergo an independent assessment before being referred to the NSW Southern Regional Planning Panel (SRPP) for a final determination. The SRPP will consider the independent assessment report, public submissions, and relevant planning legislation before making its decision. It is expected that the determination will occur at the end of April or early May 2025.

Phase 4 - CC and Construction Tender Documentation

Facility Design Group is currently working on CC and Construction Tender documentation, with target date for completion on 28 April 2025. The outcome will be a project which is accurately defined, costed, programmed, risk assessed and evaluated as an ongoing asset to Council. The project will be detailed and developed for inclusion into a formal Tender Document and progression through Phase 5 Construction.

Communications

The project page remains a great resource for Councillors and community to keep up to date with the project [Multipurpose and Evacuation Centre | Your Voice Snowy Valleys](#). You will note that during March there were 3 Media Releases, 1 Newsletter and multiple advertisements published about the project.

Extension of Time

Council previously submitted a variation of the grant for an extension of time to change the project completion from June 2025 to June 2026, in order to deliver the construction of project through to completion at the Richmond Park Site.

At the Project Control Group Meeting held 20 January 2025, the Grant Program Manager noted that the project had been through a viability review, the panel determined that this project is still viable with the time extension. The Grant Program Steering Group supported the extension of time. However, the BLERF program is co-funded by the NSW and Australian Governments and must be endorsed by the National Emergency Management Agency. The State had written to the Minister for Emergency Services to request her support and assistance in granting the time extension needed.

On 8 April 2025, Council received correspondence from the Assistant Coordinator General from the Recovery Programs Branch confirming the 12-month extension for the delivery of the project. This is Attachment 1 "20250408 - Letter from National Emergency Management Agency – Multipurpose Centre Extension of Time".

The grant funding and the associated 12-month extension of time is approved for the project at the Richmond Park site only.

Probity Plan

In the March report, it was noted that, following a Request for Quotation process, Council engaged Procure Group Pty Ltd to assist with the provision of specialist probity advice and preparation of a Probity Plan for the current DA phase and tender phases of the project.

A Probity Plan was developed and approved in March 2025. The purpose of the Probity Plan is to document the controls to be applied by the Council for the project. This is Attachment 2 "SVC Multipurpose and Evacuation Centre - Probity Plan Final".

In summary the Probity Plan and advisor, who is independent of Council's processes, is to:

- Review and advise on the application of the Probity Plan during the DA assessment period and the subsequent tender for construction.
- Actively consult with the Major Projects - Project Manager and Director of Infrastructure and Works on all potential probity issues and scenarios for the project including interactions with Councillors, key stakeholders and staff.
- Advise on how confidentially, conflicts of interest and pecuniary interests are to be managed at each of the milestone's stages – particularly with staff, the elected representatives (Councillors), consultants and community stakeholders.
- Provide advice in the Probity Plan around the Development Application process for this project and how Staff, Elected Representatives of Council and key stakeholders are to conduct themselves both before, during and after the Development Application and assessment process is completed.
- Provide advice in the Probity Plan that ensures that Council staff, Elected Representatives (Councillors) and key stakeholders understand their role and how to conduct themselves during the development application process to ensure there is no conflicts of interest, undue influence on the Development Application process and/or the assessing body (Independent Planner) engaged by Council and/or the final determination authority for the Development Application which is the Southern Regional Planning Panel.
- Provide advice in the Probity Plan that ensures that Council staff, Elected Representatives (Councillors) and key stakeholders must not make improper use of their position.
- Provide advice in the Probity Plan around how Council staff, Elected Representatives (Councillors) and key stakeholders can and should avoid placing themselves in a position where there is the potential for claims of bias or conflicts of interest.

- Provide advice in the Probity Plan around how Council staff, Elected Representatives (Councillors) and key stakeholders must not accept hospitality, gifts or benefits from any potential suppliers or stakeholders.
- Provide advice in the Probity Plan around how Council staff, Elected Representatives (Councillors) and key stakeholders must not seek to benefit from supplier practices that may be dishonest, unethical or unsafe, which may include tax avoidance, fraud, corruption, exploitation, unmanaged conflicts of interest and modern slavery practices.
- Provide advice in the Probity Plan around all procurement activities in particular around how the construction tender for the project is to be managed in accordance with the *Local Government Act 1993* and Office of Local Government Tendering guidelines.
- Provide advice on how Value for money outcomes is best served by effective probity measures that do not exclude suppliers from consideration for inconsequential reasons.
- Provide advice around how Confidential information must be treated appropriately during and after a procurement process.

The probity advisor will have unfettered access to relevant Council documentation and may attend any relevant meeting. All Council officers and consultants have been instructed to assist the probity advisor with respect to any enquiries made.

Council officers or consultants who are unclear about any aspects of their probity responsibilities, or the relevant conduct guidelines, or have concerns about probity issues, are urged to discuss them with the probity advisor immediately any issue.

The probity advisor will accommodate a briefing on the Probity Plan for Elected Representatives (Councillors) if it is deemed necessary.

Crown Lands - Draft Plan of Management (PoM) Richmond Park and Stockwell Gardens

In the March report, it was noted that Council is following the direction of the Crown Lands and Public Space Team in preparing a site-specific PoM. The draft PoM went on public exhibition and submissions were able to be lodged from the community over a 42-day period. Submissions closed on 16 April 2025. A summary report of submissions after the public exhibition of draft PoM, and a table outlining any amendments to the draft PoM, will then be reviewed by Crown Lands who will determine if the PoM meets the Minister's consent requirements for Council to adopt the PoM.

Traffic and Parking Assessment Report

Included in the Development Application is a Traffic and Parking Assessment Report prepared by Positive Traffic Pty Ltd. This report has been prepared on behalf of Snowy Valleys Council to present findings of a traffic and parking assessment of the proposed Multipurpose and Evacuation Centre, with Richmond Park, Tumut. The report conclusions are provided below:

This report has reviewed the potential traffic impacts and operational parking needs of the proposed Multipurpose and Evacuation Centre located within Richmond Park, Tumut. The findings of this assessment are presented below:

1. The potential traffic impacts of the proposal would be minimal and would not result in markedly different road network conditions to that which currently occur.
2. All intersections surveyed surrounding the development site would continue to operate at a similar and satisfactory level of service during weekday peak periods upon completion of the development.
3. The parking provision of the proposed development exceeds the minimum requirements of the Development Control Plan.
4. A first principles assessment of potential parking demands for operational conditions has confirmed the site for both basketball (or other potential indoor spaces) would not generate parking demands over and above that proposed parking provision of 50 spaces on site.
5. During large events such as sport state/national championships where peak patron capacity has the potential to occur, it is expected that appropriate and specific plans of management would be

developed for each event type which manages traffic and parking demands around the centre. The same requirements would be expected for the operation of the centre as an evacuation centre.

6. The design/arrangements of all staff/visitor car parking areas and access arrangements complies with AS2890.1/AS2890.6 and are considered satisfactory.
7. The provisions for service vehicles and ambulance access have ensured that all such vehicles can enter and exit the site in a forward direction at all times.

Overall, the traffic impacts of the proposal are considered acceptable.

Noise Impact Assessment

Included in the Development Application is a Noise Impact Assessment prepared by Noise and Sound Services Pty Ltd. The noise assessment has been carried out for the proposed Multipurpose and Evacuation Centre at Richmond Park, Tumut. The purpose of the report is to provide independent and accurate assessment of the potential noise impact generated by the centre including proposed mechanical plant and carparking on the site. These are then compared to relevant noise criteria and/or guidelines and provide recommendations for noise amelioration measures where necessary.

The report finds that:

Providing that the recommendations are incorporated into the design and construction of the proposed Multipurpose and Evacuation Centre, noise emissions are predicted to comply with the noise criteria by the NSW Government via the Environment Protection Authority (EPA) for the external noise environment.

Statement of Environmental Effects (SEE)

Included in the Development Application is a SEE which was prepared by Facility Design Group on behalf of Snowy Valleys Council. A SEE is a document that is required for all development applications (except Designated Development and State Significant Development) under Schedule 1 of the Environmental Planning and Assessment Regulation 2000. It explains the likely impacts of a development proposal on the natural and built environment and must demonstrate how these impacts will be minimised. It also addresses how a development proposal complies with applicable legislative requirements. The report conclusions are provided below:

This SEE has been prepared to accompany a detailed development application for the construction of a multi-purpose community facility/evacuation centre including ancillary works.

The built form is of a scale and height appropriate in the context and the prevailing character of the area. It has been sited and orientated to respond comfortably to the context of the site and the locality.

The proposed development is satisfactory when assessed under the matters of consideration of Section 4.15 of the *Environmental Planning and Assessment Act 1979* as amended.

The beneficial effects of the proposal include:

- Complies fully with the objectives and standards of the relevant *Tumut Local Environmental Plan 2012*.
- The new building and external elements will provide a functional and useable facility.
- The complex is vital to the existing community providing for an improved social outcome.
- Does not impede on any adjoining properties in terms of overshadowing, acoustic or visual aspects and, due to its positioning and scale, and will provide a low level of impact on the existing local amenity.
- A positive contribution to the locality; and
- An appropriate development of the land.

The proposal has been developed with a view to upgrading the recreational corridor and producing a form of development that is consistent with Council's nominated objectives and design principles.

The proposal has been designed to minimise any adverse or unreasonable amenity impacts on surrounding properties in terms of visual, acoustic privacy, overshadowing and view loss. The works will allow for a more contemporary functional facility that better utilises the site and its features.

The proposed multi-purpose community facility/evacuation centre is sympathetic to, and compatible with, the surrounding context and locality. The development is permissible with consent on the subject site and is considered to be consistent with the various planning provisions and objectives in particular the *Environmental Planning and Assessment Act 1979* which includes:

“The proper management.... And conservation of manmade resources for the purpose of promoting the economic welfare of the community and a better environment via promotion... of the orderly and economic use and development of the land.”

Having regard to the above, and in light of the relevant heads of consideration listing under Section 4.15 of the *Environmental Planning and Assessment Act 1979*, the proposal is considered to be reasonable and appropriate in terms of the surrounding context and locality.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 1 - Our Community

Theme 4 - Our Infrastructure

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

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

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

Delivery Program Principal Activities

1.2 Provide and maintain community spaces that encourage activity and wellbeing

1.4 Plan, manage and support the response and recovery of communities from natural disasters and economic shocks

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

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

5.6 Proactively support and advocate for the needs of the community to other level of government and organisations

FINANCIAL AND RESOURCES IMPLICATIONS:

The project is fully funded from grant funding received from the State and Federal Government Bushfire Local Economic Recovery Fund (BLERF).

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Nil.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Council has resolved on a project site and the design development of the facility is currently underway at this site to meet a tight project delivery schedule. Any further delays to the project at this stage will most likely see the funding withdrawn and the project cancelled.

There is ongoing significant financial and reputational risk associated with this project.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

As detailed in the "Snowy Valleys Emergency Evacuation Centre and Multipurpose Facility at Richmond Park - Communications and Engagement Plan" and "Snowy Valleys Emergency Evacuation Centre and Multipurpose Facility at Richmond Park - Communications Action Plan".

ATTACHMENTS

1. 20250408 - Letter from National Emergency Management Agency – Multipurpose Centre Extension of Time (Under separate cover).
2. SVC Multipurpose and Evacuation Centre Project - Probity Plan Final (Under separate cover).

11.2. PROPOSED TELECOMMUNICATION TOWER - TALBINGO RESOURCE RECOVERY CENTRE

REPORT AUTHOR: PROPERTY & ROADS PARTNER

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS

EXECUTIVE SUMMARY:

The purpose of this report is to inform Council that a draft formal instrument of agreement (licence agreement) between Council and YLESS4U has now been drafted to enable a thirty six (36m) high telecommunications tower to be constructed within Council's Resource Recovery Centre at Talbingo.

In January of this year Council received an unsolicited proposal by a telecommunications company (YLESS4U) in relation to the installation of the telecommunications tower at Council's Resource Recovery Centre at Talbingo.

Council has been briefed on the proposal by YLESS4U at the Council workshop held on Thursday 13 March 2025.

The licence agreement outlines the operational responsibilities that will be incumbent upon YLESS4U to construct, operate and maintain the telecommunications facility on Council's land for the duration of the agreement.

RECOMMENDATION:

THAT COUNCIL:

1. **Note the report on the proposed telecommunications tower and accompanying draft Licence Agreement that Council has negotiated with YLESS4U that is to be located within Council Resources Recovery Centre at Talbingo; and**
2. **Approve the location of telecommunications tower on Council's land at the Talbingo Resource Recovery Centre.**

BACKGROUND:

On 1 January 2025, Council received an unsolicited approach from a telecommunications company YLESS4U in relation to the installation of a 36 metre high telecommunication tower at Council's Resource Recovery Centre at Talbingo.

The initial approach indicated that the company would like to construct the tower towards the back of the Resource Recovery Centre near another existing tower. Refer to photos below.



Photos 1 and 2 – Proposed location of the 36m high telecommunications tower YLESS4U at Councils Resource Recovery Centre at Talbingo.

This 36m high tower is located in close proximity to another larger telecommunications tower (less than 100m away) which is located on Crown Land.



Photo 3. Existing larger Telecommunications tower privately owned - located on Crown Land which is within 100m of the proposed YLESS4U 36m high tower.

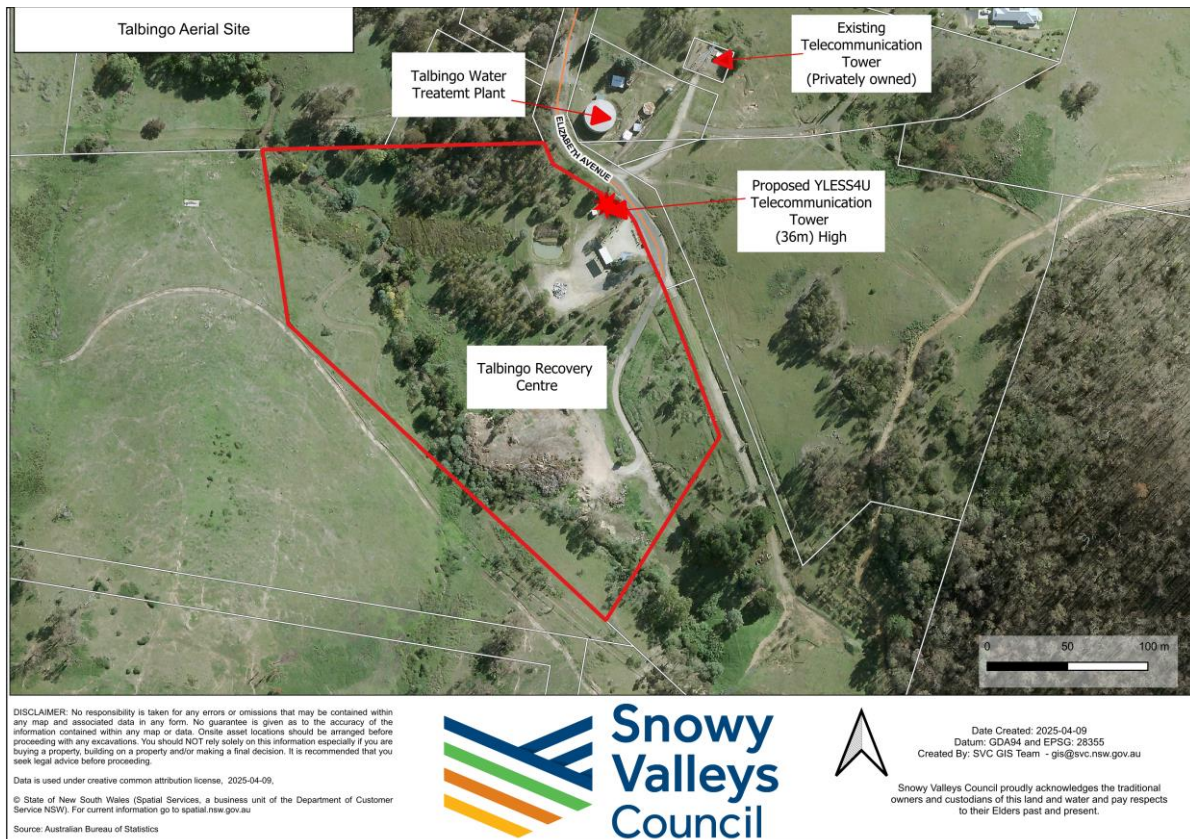


Figure 1: Map of Proposed Location of YLESS4U Telecommunications Tower in Councils Resource Recovery Centre at Talbingo

Briefing to Council - Thursday 13 March 2025

Council has been briefed on the proposal by YLESS4U at the Council workshop held on Thursday 13 March 2025.

A copy of the presentation given to Councillors is available on the Councillor portal.

The presentation that Council was provided by YLESS4U outlined that this telecommunication infrastructure roll out is part of the Federal Regional Connectivity Program Rd3 (RCP3) and is co-funded by the NSW Government to ensure communities across regional NSW to have access to fast, reliable and affordable internet and digital services equal to metro areas.

The benefits of this telecommunication infrastructure for the Community of Talbingo as described by YLESS4U included:

- Better internet connectivity
- Faster network speeds
- More choice of service providers.

An additional offer made by YLESS4U includes installation of equipment at residents' homes FREE of charge.

YLESS4U indicated that this equipment includes a radio antenna at the property and some equipment inside the home and/or on the roof.

Planning approvals

Council has advised YLESS4U that they must obtain a planning certificate 10.7(2) from Council to certify that the telecommunications infrastructure is fit for use and has been constructed in accordance with the approved Development Consent and all relevant drawings, specifications, consent conditions as well as

all relevant standards. The planning certificate 10.7(2) must be obtained prior to the facility becoming operational.

The Development Application will go through Council's standard notification and assessment process.

REPORT:

Due to the fact that this new telecommunications infrastructure is to be located on Council land and will be constructed by a third party (YLESS4U), it is the responsibility of Council to ensure that this facility meets all of Council's requirements and the community's expectations in terms of how it is to be constructed, operated and maintained.

This is achieved through both Council and YLESS4U agreeing to the Terms and Conditions of one of Council's standard Third-Party Infrastructure - Master Licence Agreements which has been negotiated over the last few weeks, and which is now agreed to in draft.

YLESS4U has consulted with Council's operational staff on the location of the Telecommunications tower in the Talbingo Resources Recovery Centre and the proposed location does not impact upon existing and/or future operations of the facility.

Licence Agreement - Summary of General Requirements

The licence agreement that has been used for this facility is one of Council's Standard Third-Party Infrastructure - Master Licence Agreements and has been negotiated over the last few weeks. The agreement as it stands has been agreed to in draft.

In summary, the agreement obligates the licensee (YLESS4U) to undertake the following in relation to the construction, operation and maintenance of the new telecommunications infrastructure.

YLESS4U warrants the following under the Licence Agreement: Refer to the Confidential Attachment under a separate cover for the full Licence Agreement.

1. That the construction, ongoing operation and maintenance of the telecommunications facility shall be undertaken at YLESS4U's cost.
2. YLESS4U will pay Council a commercial fee per annum to place this telecommunications infrastructure on Council land.
3. The annual license fee is subject to CPI increases at the anniversary of the execution of the license agreement.
4. YLESS4U must pay Council a security bond.
5. The term of the license agreement is for five (5) years with three further 5 x 5 x 5 years terms.
6. YLESS4U will ensure that the Telecommunications infrastructure (tower) does not interfere with the Council's use or operation of the Talbingo Resource Recovery Centre, Council Infrastructure, land or nearby properties.
7. YLESS4U will ensure that the Telecommunications infrastructure shall be permanently labelled to identify YLESS4U as its owner.
8. YLESS4U will ensure that the Telecommunications infrastructure is to be installed in accordance with the approved Development Consent.
9. YLESS4U will ensure that the Telecommunications infrastructure shall comply with all applicable laws, planning and environmental regulations, building regulations, work, health and safety laws (including but not limited to those standards set out in the *Work Health and Safety Act 2011*) and any relevant building code of practice, and/or any order from a regulatory authority.
10. YLESS4U will be responsible for all ongoing operational requirements of the telecommunication infrastructure for the duration of the licence agreement which has been granted on a 5x5x5x5 year term.

11. YLESS4U shall maintain the Telecommunications infrastructure in a state of good repair and functionality at all times, undertaking all required maintenance and cleaning of the area at no cost to Council.
12. YLESS4U is responsible for undertaking of all minor repairs to the facility including vandalism repairs, graffiti removal, pest control and replacement of lights.
13. YLESS4U will ensure that the Telecommunications infrastructure will be installed by carriers or contractors who are licensed under the *Telecommunications Act 1997* and or the *Electricity Supply Act 1995* which includes but is not limited to the erection of telecommunication towers solar panels, mobile phone towers, poles, structures and associated hardware / services including the installation and maintenance of conductors, cables, pillar boxes, substations and other associated services and connection hardware.
14. YLESS4U is responsible for providing signage that clearly indicates who members of the public must contact if there are any problems with the Telecommunications infrastructure or if they wish to provide feedback or make a complaint about the condition of the facility. The YLESS4U details – **which are not to be** Council's contact details - must be clearly provided and sign posted at the site of the facility.
15. YLESS4U is responsible for all security measures at the Telecommunications infrastructure at all times including all key and lock ware equipment.
16. YLESS4U must obtain a planning certificate 10.7(2) from Council to certify that the telecommunications infrastructure is fit for use and has been constructed in accordance with the approved Development Consent and all relevant drawings, specifications, consent conditions as well as all relevant standards. The planning certificate 10.7(2) must be obtained prior to the facility becoming operational.
17. At the end or termination of the agreement, YLESS4U must, at its own cost, remove the Telecommunications infrastructure and associated equipment and services and make good the Council property, land or infrastructure to its condition at the commencement date of the agreement.
18. Council's standard insurance and indemnity requirements for third party infrastructure on Council (Public) Land apply to this licence agreement.

Refer to the Confidential Attachment under a separate cover which includes all Terms and Conditions of the full licence agreement.

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

1.2 Provide and maintain community spaces that encourage activity and wellbeing

FINANCIAL AND RESOURCES IMPLICATIONS:

Nil, as all costs are attributed to the applicant YLESS4U and no costs are borne by Council at the time in relation to the construction, operation and ongoing maintenance of the telecommunications infrastructure.

YLESS4U will pay Council a commercial fee plus GST per annum to place this telecommunications infrastructure on Council land.

The annual license fee is subject to CPI increases at the anniversary of the execution of the license agreement.

YLESS4U must also pay Council a security bond.

No Council funds were expended on this project.

Refer to the Confidential Attachment under a separate cover which includes all Terms and Conditions of the full licence agreement, aside from staff time negotiating the terms of the licence agreement.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

All relevant conditions of the Development Consent are to be adhered to.

All relevant Terms and Conditions set out in the agreed Third-Party Infrastructure-Master License Agreement have been agreed to in draft by YLESS4U.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Nil risk as Council has no responsibility for any costs in relation to the construction, operation or ongoing maintenance of the facility. All public liability insurance in relation to the Telecommunication infrastructure is the responsibility of YLESS4U. Council's standard Third-Party Infrastructure-Master Licence Agreement also indemnifies Council against potential liability and risk associated with the telecommunications infrastructure.

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	<p>YLESS4U does not build the facility in accordance with the approved DA consent conditions and refuses to enter into a formal instrument of agreement with Council on the construction, operation and maintenance of the facility - Council's standard Third-Party Infrastructure - Master Licence Agreement.</p> <p>The risk is now mitigated by Council issuing formal conditions of consent which need to be met with a formal Construction Certificate (CC) before the applicant (YLESS4U) can complete the building the facility. The risk has also been mitigated by YLESS4U agreeing to and signing Council's standard Third-Party Infrastructure - Master Licence Agreement for the facility.</p>	Council has no responsibility for cost, construction, maintenance or public liability for the structure.	The public amenities Telecommunications infrastructure provide better internet connectivity and services to the Talbingo community.

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
	All public liability insurance relating to the facility is the responsibility of YLESS4U. Council's standard Third-Party Infrastructure Master Licence Agreement also indemnifies Council against potential liability and risk associated with the telecommunication equipment.		
Financial	Nil - All costs associated with the construction, operation and maintenance of the facility are borne by YLESS4U.	Nil	No costs to Council associated with the development and / or the construction, operation and ongoing maintenance of the facility. All costs are borne by YLESS4U.
Service Delivery	Ongoing maintenance of the telecommunications infrastructure is to be undertaken by YLESS4U.	No costs to Council for any maintenance of services to telecommunications infrastructure	No costs to Council associated with the maintenance. All costs associated with the construction, operation and maintenance of the facility are to be borne by YLESS4U.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Community Consultation will be undertaken by YLESS4U and also as part of the Development Application process for the new telecommunications infrastructure.

ATTACHMENTS

1. Yless4U - Workshop Presentation to Council from 13 March 2025. (Under separate cover)
2. Confidential - 20250207 - SVC - YLESS4U - Third Party - Infrastructure Master Licence Agreement - Final (Under separate cover)

11.3. DRINKING WATER MANAGEMENT SYSTEM ANNUAL REPORT FOR 2023-2024

REPORT AUTHOR: WATER AND WASTEWATER ENGINEER

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with the Drinking Water Management System (DWMS) annual report for the 2023-2024 reporting period from 1 July 2023 to 30 June 2024.

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

For the reporting period from 1 July 2023 to 30 June 2024, all water supply schemes in Snowy Valleys Local Government Area were fully compliant with the Australian Drinking Water Guidelines (ADWG) health based guidelines.

This report and outcomes 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 2023-2024; and**
- 2. Endorse the Drinking Water Management System Annual Report 2023-2024 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; Council is referred to the attached Viridis reports for further information.

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 scheme, including catchment characteristics, treatment processes, chemicals used and the distribution network.

3. Critical Control Points (CCPs)

Critical control points (CCPs) 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 Plan (IERP), and CCPs procedures where applicable.

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

A summary of the CCPs performance from 1 July 2023 to 30 June 2024 is provided in Table 1 below.

Table 1: CCPs Performance July 2023 to June 2024

Supply System	CCPs Performance
Batlow	<ul style="list-style-type: none"> • The filtered water turbidity trend demonstrates good conformance with the monitoring results being <0.2 NTU mostly. • There were few instances where pH values that lay outside the upper and lower alert limits, but no excursions from the ADWG aesthetic limit of 6.5 – 8.5 were noted in the network during the 2023-2024 reporting period. 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 levels were mostly maintained within the critical limits, with only four readings outside of the critical limits. • The fluoride trend shows that there were no times when the fluoride exceeded the upper critical limit. However, the plant was struggling to keep up with the operating limits with readings being <0.9 mg/L .
Brungle	<ul style="list-style-type: none"> • The turbidity trend of filtered water and treated water shows very good conformance, with turbidity readings maintained well below the alert and critical limits (<0.5 NTU).

Supply System	CCPs Performance
	<ul style="list-style-type: none"> pH of the treated water displays a trend of mostly 7.0 – 7.5, 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. There were three breaches of the lower critical limit on 27/12/2023, 29/12/2023 and 29/01/2024, these are related to the boil water notice raised during 2023-2024 reporting period.
Khancoban	<ul style="list-style-type: none"> The treated water free chlorine trend shows good conformance with only two results outside of the upper alert limit of 2mg/L, however, there were no times where the free chlorine residual breached the critical limits.
Talbingo	<ul style="list-style-type: none"> The filtered water turbidity trend 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 6.46 – 8.25. Generally, pH remained below the upper alert limit for the majority of 2023-2024 reporting period. 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 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. At no times the fluoride trend has exceeded the upper critical limit.
Tumut	<ul style="list-style-type: none"> Turbidity of the filtered water shows good conformance with majority of readings below the alert limit. 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 1.2 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 Reticulation Water Quality Monitoring

Drinking water quality monitoring is a wide-ranging assessment of the quality of water in the reticulation or distribution system and, importantly, as supplied to the consumer.

For the reporting period from 1 July 2023 to 30 June 2024, all water supply schemes were fully compliant with the ADWG health based guidelines.

4.2 Water Quality Customer Complaints

Monitoring of consumer complaints can provide insight into any underlying water quality issues which may not be picked up from the performance monitoring otherwise.

There were 31 water quality complaints during the July 2023 to June 2024 reporting period.

27 complaints were from Tumut, one (1) was from Tumbarumba, one (1) from Brungle and two (2) from Khancoban.

Most complaints were related to taste and odour; complaints related to dirty water were actioned by flushing near the property until cleared and water quality testing returned acceptable results.

5. Improvement Plan Implementation

An Improvement Plan is part of the management system and demonstrates a continual improvement process is in place for an organisation. SVC has an Improvement Plan, which is part of the DWMS.

During the review of the improvement plan for this report: nine (9) actions were completed or partially completed.

Table 2: Improvement Plan Implementation Actions Completed 2023-2024 Updates

Scheme	Action	Status	Comments
Khancoban	Install an alarm on Khancoban's chlorine dosing system to notify operators when chlorine dosing fails.	Partially Completed	Instrumentation and alarm upgraded. Further SCADA project for communications is currently in progress for completion in 2024/2025.
All Sites	Consider obtaining certificates for each batch of chemicals.	Completed	
All Sites	Consider including water quality protection in Toolbox Talks.	Completed	
All Sites	Include water supply systems in the internal audit program.	Completed	Internal audit of water supply systems being undertaken in 2024/2025.
Brungle	Check reservoir vermin proofing.	Completed	
Batlow and Brungle	Update CCP procedures for Batlow and Brungle to include a trigger for pressure decay testing in response to exceedance of the adjustment limit.	Completed	
All Sites	Revise the critical limit for chlorine residual at Brungle to 0.5 mg/L to ensure minimum required chlorine contact time is achieved at all times.	Completed	
Batlow	Review pH correction and chlorine dosing equipment and control systems to ensure water quality remains within operational targets.	Completed	
Talbingo	Review pH correction and chlorine dosing equipment and control systems to ensure water quality remains within operational targets.	Completed	

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

3.2 Deliver best practice water and wastewater services

FINANCIAL AND RESOURCES IMPLICATIONS:

Viridis Consultants were engaged to undertake the 2023-2024 Annual Report; funding was provided from Council's water supply operational budgets. The cost to prepare the DWMS Annual report 2023-2024 is \$7,000. The cost to address the improvement plan actions completed in 2023-2024 were around \$25,000. This was mainly for Khancoban chlorine improvements. The costs for most actions are included in annual operational budgets where these actions are a minor adjustment to how routine maintenance tasks are undertaken.

Any improvement plan actions (capital and/or maintenance actions) will be implemented as part of the annual operational budget reviews, rolling minor capital works and the ongoing 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 NSW Department of Climate Change Energy Environment and Water (DCCEEW).

Note: Water and Wastewater performance reporting is also completed each financial year. This is reported to NSW DCCEEW and includes all water compliance data. The community can access outcomes of this report from the NSW DCCEEW website at <https://water.dpie.nsw.gov.au/our-work/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 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. Adopt as per recommendations set out in this report.
2. Amend the recommendations of this report.
3. Decline the recommendations set out in this report.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Consultation for the preparation of the 2023-2024 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 2023-2024 (Under separate cover)

12. MINUTES OF COMMITTEE MEETINGS

12.1. MINUTES - AUDIT RISK AND IMPROVEMENT COMMITTEE - 19 MARCH 2025

REPORT AUTHOR: MANAGER GOVERNANCE

RESPONSIBLE DIRECTOR: ACTING DIRECTOR COMMUNITY, CORPORATE & DEVELOPMENT

EXECUTIVE SUMMARY:

The Audit, Risk & Improvement Committee (ARIC) was established by Council in August 2016 and is pursuant to Section 428A of the *Local Government Act 1993*. The minutes of the previous meeting held on 19 March 2025 are attached for Council's information.

RECOMMENDATION:

THAT COUNCIL:

1. **Note the Minutes of the Audit, Risk and Improvement Committee held on 19 March 2025.**

BACKGROUND:

The objective of the ARIC is to provide independent assurance and advice to Council on risk management, control, governance, and external accountability responsibilities. At the ARIC meeting held on 19 March 2025, key agenda items were discussed, and details are included in the attached minutes.

REPORT:

All information including notes and actions have been captured in the ARIC minutes which are attached to this report.

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 approved budget for the operation of the ARIC for 2024/2025 is \$47,000 and includes member remuneration, training and the engagement of the internal auditor.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Council has established an Audit, Risk and Improvement Committee which functions under the Internal Audit Guidelines, September 2010 issued under Section 23A the *Local Government Act 1993*.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

ARIC is charged with the responsibility of:

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

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

ATTACHMENTS

1. Minutes - Audit Risk and Improvement Committee - 19 March 2025 (Under separate cover)

12.2. MINUTES - YOUTH COUNCIL COMMITTEE - 13 MARCH 2025**REPORT AUTHOR: EVENTS AND GRANTS OFFICER****RESPONSIBLE DIRECTOR: ACTING DIRECTOR COMMUNITY, CORPORATE & DEVELOPMENT**

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 Snowy Valleys Local Government Area and to provide a forum for discussion of Youth issues. The Youth Council Committee will report to Council following Committee meetings.

RECOMMENDATION:**THAT COUNCIL:**

1. **Note the Minutes of the Youth Council Committee held on 13 March 2025; and**
2. **Adopt the following recommendation/s from the minutes:**
 - a. **That the Youth Council Committee Terms of Reference be adopted with no changes.**

BACKGROUND:

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

During 2023, Council undertook a recruitment campaign and has successfully approved seven (7) voting members and one (1) Adult Facilitator/ Volunteer, resolution (M185/23) at the September 2023 meeting and (M240/23) at the November 2023 meeting.

In October 2024, Council resolved (M198/24) that Cr Andrew Wortes be appointed Councillor delegate and the Events and Grants Officer as the Staff delegate of the Youth Council Committee.

The Youth Council Committee currently has six (6) voting members and one (1) adult facilitator. In line with Council's Committee Operations Manual, committees can elect a minimum of three (3) and a maximum of twelve (12) voting members.

REPORT:

At the Youth Council Committee meeting held on 13 March 2025, key agenda items were discussed, and details are included in the attached minutes.

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

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

FINANCIAL AND RESOURCES IMPLICATIONS:

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

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The *Local Government Act 1993*, Section 375, 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 the recommendations set out in this report.
3. Decline the recommendations set out in this report.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

ATTACHMENTS

1. 20250313 - Minutes - Youth Council Committee (Under separate cover)

12.3. MINUTES - TOOMA RECREATION RESERVE COMMITTEE - 4 MARCH 2025**REPORT AUTHOR: MANAGER TECHNICAL SERVICES****RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS**

EXECUTIVE SUMMARY:

The Tooma Recreation Reserve Committee is a Section 355 Committee of Council, managing Community Land, and meets on a regular basis.

This report seeks adoption of the Tooma Recreation Reserve Committee Meeting Minutes from 4 March 2025.

RECOMMENDATION:**THAT COUNCIL:**

1. **Note the Minutes of the Tooma Recreation Reserve Committee held on 4 March 2025.**

BACKGROUND:

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

REPORT:

At the Tooma Recreation Reserve Committee meeting held on 4 March 2025, key agenda items were discussed, and details are included in the attached minutes.

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

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

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

FINANCIAL AND RESOURCES IMPLICATIONS:

The Committee is managing the Bushfire Local Economic Recovery Fund project through a sub-committee which informs Council monthly of progress in line with the Project Management Framework (MPF) and adopted resolutions of Council.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The Committee endorsed the Draft Terms of Reference provided by Council as the operation and functioning direction of the Committee.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

The PMF has been followed by the subcommittee with regular updates provided on the progress and engagement of contractors. This has been in line with Council's Policies and Procedures and the PMF includes risk identification and mitigation assessments.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

ATTACHMENTS

1. Minutes - Tooma Recreation Reserve Committee - 4 March 2025 (Under separate cover)
2. Treasurers Report - Tooma Recreation Reserve Committee - 4 March 2025 (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:

LOCAL GOVERNMENT ACT 1993 - SECTION 10A

Which parts of a meeting can be closed to the public?

10A Which parts of a meeting can be closed to the public?

(1) A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises--

- (a) the discussion of any of the matters listed in subclause (2), or*
- (b) the receipt or discussion of any of the information so listed.*

(2) The matters and information are the following--

- (a) personnel matters concerning particular individuals (other than councillors),*
- (b) the personal hardship of any resident or ratepayer,*
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,*
- (d) commercial information of a confidential nature that would, if disclosed--*
 - (i) prejudice the commercial position of the person who supplied it, or*
 - (ii) confer a commercial advantage on a competitor of the council, or*
 - (iii) reveal a trade secret,*
- (e) information that would, if disclosed, prejudice the maintenance of law,*
- (f) matters affecting the security of the council, councillors, council staff or council property,*
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,*
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,*
- (i) alleged contraventions of any code of conduct requirements applicable under [section 440](#).*

(3) A council, or a committee of the council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

(4) A council, or a committee of a council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

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:

**11.2 CONFIDENTIAL ATTACHMENT - PROPOSED TELECOMMUNICATION TOWER -
TALBINGO RESOURCE RECOVERY CENTRE**

Attachment 2 (Under separate cover) to Item 11.2 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.

**13.1 CONFIDENTIAL - RFT 2025/01 DESIGN & REPLACEMENT OF FILTER MEDIA AND
ASSOCIATED WORKS AT THE TUMUT WATER TREATMENT PLANT**

Item 13.1 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 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.

14. MEETING CLOSURE