

# **Snowy Valleys Council**



## **SNOWY VALLEYS COUNCIL MEETING BUSINESS PAPER 26 OCTOBER 2017**

THE MEETING WILL BE HELD AT 2.00PM  
IN THE SNOWY VALLEYS COUNCIL CHAMBERS, 76 CAPPER STREET, TUMUT



## **Disclosure of Pecuniary Interests at meetings**

- Item from Bluet Local Government Handbook

[14.125] A 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. The person must not be present at, or in the sight of, the meeting either at any time during which the matter is being considered or discussed or at any time during which a vote is being taken on any question relating to the matter (s 451). A Councillor who has declared a pecuniary interest in a matter before the council but has withdrawn from the meeting because of that declaration is not counted in considering whether the meeting is quorate for that matter.

## **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.

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.

The fact that political donations or gifts have been made by applicants / proponents of a planning application should not affect whether an application is approved or refused. Political donations or gifts should not be relevant in making a determination. The matter should be determined on its merits. Nor do they provide grounds for challenging the determination of any applications.

For further information, visit [www.planning.nsw.gov.au/donations](http://www.planning.nsw.gov.au/donations)

## **Public Recording of Meetings prohibited without Council authority**

A person may use any recording device, including audio and visual recording and any device capable of recording speech, to record the proceedings of a meeting of a council or a committee of a council only by the resolution of the council or committee.

A person may, be expelled from a meeting of a council or a committee of a council or using or having used a tape recorder without consent.

## **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)**

a) All prospective public forum speakers must advise the General Manager of their wish to address Council by the Monday prior to a Council meeting.

They must also provide a verbal or written précis of the subject matter at that time.

b) The public forum section shall only operate for a period of thirty (30) minutes immediately after apologies have been formally received.

c) Preference shall be given to addressees who wish to speak to any item before Council at that particular meeting.

d) The maximum time allowed for each speaker will be 5 minutes.

e) Not more than two members of a group may speak.

f) All persons addressing the meeting shall speak to the Chair.

g) The Chairperson may curtail the public participation where the information being presented is considered repetitive or irrelevant.

h) Councillors may ask questions of the person/s addressing Council only if so approved by the Chair.

i) Councillors will not enter into general debate with the speakers.

j) The Mayor is to approve of variations to this procedure in urgent / compelling circumstances.

k) All people / organisations who wish to address Council be made aware of the above condition.



**Thursday 26 October 2017**  
**Snowy Valleys Council Chambers**  
**Bridge Street, Tumbarumba**  
**2.00pm**

## **AGENDA**

**1. ACKNOWLEDGEMENT OF COUNTRY**

**2. APOLOGIES AND LEAVE OF ABSENCE**

**3. DECLARATIONS OF PECUNIARY INTEREST**

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

**4. PUBLIC FORUM**

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## **12. MEETING CLOSURE**

## **5. CONFIRMATION OF MINUTES**

### **5.1 Ordinary Meeting - 28 September 2017**

#### **Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 28 September 2017 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD IN THE SNOWY VALLEYS COUNCIL CHAMBERS, BRIDGE STREET, TUMBARUMBA, ON THURSDAY 28 SEPTEMBER 2017 COMMENCING AT 2.00P.M.**

**PRESENT:** Councillor Andriana Benjamin, Councillor Cate Cross, Councillor Julia Ham, Councillor James Hayes, Councillor Margaret Isselmann, Councillor John Larter, Councillor Geoff Pritchard, Councillor Cor Smit, Councillor Bruce Wright

**IN ATTENDANCE:** Acting General Manager David Aber, Director of Infrastructure and Assets Matt Christensen, Director of Internal Services Robyn Harvey, Director Strategy, Community and Development Gus Cox and Executive Assistant Susan Ivill

**1. ACKNOWLEDGEMENT OF COUNTRY**

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

**2. APOLOGIES**

Nil

**3. DECLARATIONS OF INTEREST**

Nil

**4. PUBLIC FORUM**

Nil

**5. CONFIRMATION OF MINUTES**

**M147/17 RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 24 August 2017 be received.

John Larter/Cor Smit

**M148/17 RESOLVED:**

That the Minutes of the Extraordinary Council Meeting held on 7 September 2017 be received.

John Larter/Cor Smit

As the first order of business, the Returning Officer Acting Interim General Manager David Aber called for nominations for the position of Mayor and Deputy Mayor for the September 2017 to September.

## **8.1 ELECTION OF MAYOR AND DEPUTY MAYOR 2017 - 2018**

### **M149/17 RESOLVED:**

1. That Council elect a Mayor in accordance with Sections 225, 226, 227 and 230 of the Local Government Act.
2. That Council elect a Deputy Mayor in accordance with Section 231 of the Local Government Act.
3. That nominations be invited for the election of Mayor and Deputy Mayor.
4. That the election of Mayor and Deputy Mayor by Councillors be undertaken in accordance with Local Government (General) Regulation 2005; Schedule 7 – Election of mayor by councillors
5. That in the event of there being more than one candidate for office that Council determine the method of voting by ordinary ballot or by open voting.

Julia Ham/Cate Cross

The Acting Interim General Manager advised that he received 2 (two) nominations for the position of Mayor from Councillor James Hayes and Councillor Margaret Isselmann - Councillor James Hayes was declared Mayor.

Mayor James Hayes assumed the Chair.

The Mayor advised that he had received 3 (three) nominations for the position of Deputy Mayor from Councillor Julia Ham, Councillor Margaret Isselmann and Councillor John Larter – Councillor John Larter was declared Deputy Mayor.

### **M150/17 RESOLVED:**

A motion was moved and seconded that the ballots from the Mayoral election be destroyed.

John Larter/Margaret Isselmann

At this stage the time being 2:20p.m.Council took a brief recess for interviews with the media by Mayor James Hayes and Deputy Mayor John Larter.

The meeting resumed at 2.30p.m.

**5.1 BUSINESS ARISING**

Nil

**6. CORRESPONDENCE/PETITIONS**

Nil

**7. NOTICES OF MOTION/NOTICES OF RESCISSION****M151/17 RESOLVED:**

A motion was moved and seconded that as a matter of urgency Council consider a motion relating to casual vacancy occurrences within Council under Section 291A of the Local Government Act.

Pritchard Geoff/Margaret Isselmann

**RESOLVED:****M152/17**

A motion was moved and seconded that in the event of a casual vacancy occurring within the first 18 months of this Council term that the vacancy be filled by a countback of votes cast at the last Election for that Office as prescribed under Section S291A of the Local Government Act.

Pritchard Geoff/John Larter

**8. GOVERNANCE AND FINANCIAL REPORTS****8.2 ELECTION OF COMMITTEE DELEGATES FOR 2017/2018****M153/17 RESOLVED:**

That Council review the current list of Committees as attached and make appointments of delegates for 2017/2018 and made the following recommendations:

1. That Council write to all Section 355 Committees providing a template of expectations and advise them of their responsibility to report to Council.
2. That a report relating to the formation of a Tourism Advisory Committee be brought back to Council.
3. That the Third Age Committee be joined with the Tumbarumba Welfare Committee.
4. That the Children's Committee be established and Councillor Julia Ham be the Council delegate.
5. That a report relating to combining Grant Committees be formulated and brought back to Council.

John Larter/Cor Smit

### 8.3 ADOPTION OF POLICIES

#### M154/17 RESOLVED:

1. That Council adopt the following policies:

Policy Number	Policy Name
SVC-CLR-PO-002-02	Payment of Expenses and the provision of facilities to Mayors and Councillors policy
SVC-EXE-Stm-021-01	Draft Statement of Business Ethics
SVC-EXE-PO-022-01	Draft Public Interaction and Meeting Disclosure Policy
SVC-EXE-M-023-01	Draft Snowy Valleys Code of Meeting Practice

2. That the adopted policies and their associated procedures be communicated and implemented in the workplace.
3. That any training identified by these policies be undertaken.

Margaret Isselmann/Bruce Wright

### 8.4 STATEMENT OF INVESTMENTS AS AT 31 AUGUST 2017

#### M155/17 RESOLVED:

That Council receive the Statement of Investments as at 31 August 2017.

John Larter/Cate Cross

## 9. MANAGEMENT REPORTS

### L.1 RECRUITMENT OF PERMANENT GENERAL MANAGER

#### M156/17 RESOLVED:

That Council:

1. Note the report on the recruitment of the permanent General Manager and the Division of Local Government Guidelines for the Appointment and Oversight of General Managers.
2. Determine the size and composition of a "sunset" committee for the initial shortlisting of applications and first interviews, consisting of the Mayor, Deputy Mayor, two nominated Councillors and one independent member

from Local Government Management Solutions.

3. Delegate authority to the Mayor to oversee the General Manager recruitment process, including the determination of final interview candidates as recommended by the “sunset” committee.
4. Note the schedule for recruitment of the new permanent General Manager.
5. Schedule an Extraordinary meeting of Council for 10.00am on Monday 30 October 2017 at the Tumbarumba Council Chambers, to conduct final interviews for the position and appointment of successful applicant.
6. Councillor Cate Cross and Councillor Julia Ham nominated as Council representatives to the Sunset Committee along with the Mayor and Deputy Mayor for the initial shortlisting of applications and first interviews for the new permanent General Manager.

Cate Cross/Julia Ham

## **10. MINUTES OF COMMITTEE MEETINGS**

### **10.1 MINUTES OF THE TUMUT AERODROME COMMITTEE MEETING**

#### **M157/17 RESOLVED:**

That the Minutes of the Tumut Aerodrome Committee meeting held on 12 September 2017 be received and noted.

John Larter/Julia Ham

### **10.2 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON THURSDAY 17 AUGUST 2017**

#### **M158/17 RESOLVED:**

That the Minutes of the Local Traffic Committee meeting held on 17 August 2017 be received and the following recommendations contained therein be adopted:

- 4.1 Traffic Concerns - Coppabella and Wagga Road Intersection, Rosewood

#### **M159/17 RESOLVED:**

That Council write to the Roads and Maritime Services and request that the Roads and Maritime Services consider implementing a Basic right-turn treatment (BAR) at the Wagga and Coppabella Road intersection.

#### 4.2 Request for Extension of Speed Zone - Batlow Road, Laurel Hill

**RESOLVED:**

**M160/17** That Council write to Roslyn Kamradt to advise that based on the determining factors when assessing speed zones, an extension of the 80km/h speed zone south of Laurel Hill is not a priority at this time.

#### 4.3 Road Safety Concerns - Snowy Mountains Highway and Batlow Road Intersection, Rosewood

**RESOLVED:**

**M161/17** That Council write to the Roads and Maritime Services to advise of its concerns pertaining to the existing road design at the Batlow Road leg of the Batlow Road and Snowy Mountains Highway intersection and to urge a further road safety review of the intersection, to consider both the short term and long term strategies.

#### 4.4 Traffic Concerns - Elm Drive Tumut (at Basketball Stadium)

**RESOLVED:**

**M162/17** That Council endorse further investigation of the Elm Drive length commencing at the Fitzroy Street intersection to the Racecourse rear car park be undertaken and that a report outlining proposed remedial traffic options be tabled at the next Local Traffic Committee meeting.

#### 4.5 Rural Bus Stop Application - 3878 Batlow Road, Batlow

**RESOLVED:**

**M163/17** That Council approve the rural school bus stop situated at 3878 Batlow Road, Batlow.

#### 4.6 Rural Bus Stop Application - 3996 Batlow Road, Batlow

**RESOLVED:**

**M164/17** That Council approve the rural school bus stop situated at 3996 Batlow Road, Batlow.

Margaret Isselmann/John Larter

**STATEMENTS WITHOUT NOTICE**Cr Isselmann

Requested clarification on the term of the Mayor position.

Cr Pritchard

Commented on the potential for future success of the Council and congratulated the Mayor and Deputy Mayor.

Cr Smit

Congratulated the Mayor and Deputy Mayor on their appointments.

Cr Larter

Suggested that a note be sent to congratulate former Cr Audrey McKenzie wish her every success and thank her for her commitment.

Cr Ham

Commented that the Meeting went very well and thanked Councillors from the previous old Council's for sharing their knowledge and experience.

**M165/17 RESOLVED:**

A motion was moved and seconded that Council investigate suitable ways to thank Councillors in Office previous to the amalgamation.

Julia Ham/Bruce Wright

Cr Benjamin

Congratulated the Mayor and Deputy Mayor and thanked Audrey McKenzie for her previous service to the community.

Cr Hayes

1. Thanked his Council for their commitment and appreciates them working together in the best interest of the community.
2. Thanked Paul Sullivan and the Executive Team, Mayor Chaffey and Mayor Bulger for their time in Office.

**11. COMMITTEE OF THE WHOLE**

**M166/17 RESOLVED:**

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

**11.1 WONDALGA ROAD REHABILITATION – TENDER ASSESSMENT**

*Item 11.1 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.*

Margaret Isselmann/John Larter

At this stage, the time being 3.49p.m.Council went into Committee of the Whole.

**M167/17 RESOLVED:**

That at this stage, the time being 3.59p.m. Council returned to Open Council.

Margaret Isselmann/John Larter

**M168/17 RESOLVED:**

That the General Manager's report on the resolutions made while in Committee of the Whole meeting be adopted.

Margaret Isselmann/Cor Smit

**11.1 WONDALGA ROAD REHABILITATION – TENDER ASSESSMENT****M169/17 RESOLVED:**

That the Council:

1. Note the report on tenders received for Wondalga Road Embankment Stabilisation and Reconstruction.
2. Accept the Tender submitted by PCA for \$ 461,165 (GST excl.), for the Wondalga Road Embankment Stabilisation and Reconstruction project.
3. Authorise the General Manager to negotiate alternative options for treatments for project improvements.

Margaret Isselmann/John Larter

There being no further business to discuss, the meeting closed at 4.00p.m.

**7. NOTICES OF MOTION/NOTICES OF RESCISSION**

Item 7.1 WAIVING ALL POOL FEES

Author: John Larter

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**Recommendation:**

**That Council waives the entrance fee for any pool operated by Snowy Valleys for a 12 month trial period. That a report be tabled on completion of the trial indicating the social and financial implications of continuing free entry to Council operated pools in the future.**

**Notes:**

Nil

**Staff Comment:****Director Assets and Infrastructure comments**

Increase of Pool Fees has not been proposed in the current financial year to allow Council to consider the effects of reducing fees and a more favourable cost structure for the Shire's swimming pool.

There are a number of issues surrounding levels of service for the five pools within the Snowy Valleys Council Local Government Area, where it may be considered prudent, to review prior to determining fees for pool entry.

It is recommended that the fee structure remains as contained within the 2017/18 Fees and Charges Schedule, with a review to be undertaken of a new Fee Structure for 2018/19 to be presented to Council by April 2018 for consideration.

**Attachments**

- 1 Signed Notice of Motion - Cllr J. Larter

**NOTICE OF MOTION**

As provided by Clause 241 (1) (a) of the Local Government (General) Regulation 2005, I give notice that the following motion be placed on the Council Agenda for the Ordinary Meeting of Council, to be held on Thursday, 26th October 2017

**SUBJECT: Waiving Pool Fees**

Motion - "That Council waives the entrance fee for any pool operated by Snowy Valleys for a 12 month trial period. That a report be tabled on completion of the trial indicating the social and financial implications of continuing free entry to Council operated pools into the future."

Director Assets and Infrastructure comments

Increase of Pool Fees has not been proposed in the current financial year to allow Council to consider the effects of reducing fees and a more favourable cost structure for the Shire's swimming pool.

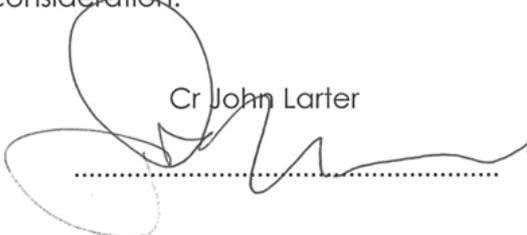
There are a number of issues surrounding levels of service for the five pools within the Snowy Valleys Council Local Government Area, where it may be considered prudent, to review prior to determining fees for pool entry.

It is recommended that the fee structure remains as contained within the 2017/18 Fees and Charges Schedule, with a review to be undertaken of a new Fee Structure for 2018/19 to be presented to Council by April 2018 for consideration.

Councillor

Cr John Larter

Signature



Date:

Councillor

.....

Signature

.....

Date:

.....

\*\*\*\*\*

**7. NOTICES OF MOTION/NOTICES OF RESCISSION**

Item 7.2 IMPROVEMENTS TO ADELONG POOL

Author: John Larter

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**Recommendation:**

**That Council prepares a report outlining design options, cost, funding sources and/or potential community partnerships to upgrade existing infrastructure at the Adelong Pool to improve the capability and serviceability to provide year round swimming.**

**Notes:**

Nil

**Staff Comment:****Director Assets and Infrastructure comments**

Council Officers have facilitated the preparation of a Request for Quotation document for suitably qualified consultants for the Feasibility and Options for Heating of Snowy Valleys Council's Swimming Pools.

The objectives of the project are to:

- 1 Develop a sound understanding about Council's current five swimming facilities, service levels, usage and cost of service.
- 2 Evaluate the feasibility of heating options that support Council's ongoing financial sustainability and operational capacity.
- 3 Provide sound information to assist the stakeholders understand the issues and implications of the heating options.
- 4 Determine a prioritised heating options list for Council's consideration.

This will inform the Council in determining a capital work program across all public swimming pools within the Local Government Area, for future planning and funding.

Quotations can be called immediately, with funds for the consultancy works to be funded from Asset Planning and Design Consultancy budget.

**Attachments**

- 1 Signed Notice of Motion - Cllr J. Larter

## **NOTICE OF MOTION**

As provided by Clause 241 (1) (a) of the Local Government (General) Regulation 2005, I give notice that the following motion be placed on the Council Agenda for the Ordinary Meeting of Council, to be held on  
Thursday, 26th October 2017

**SUBJECT:   Improvements to Adelong Pool**

Motion - "That Council prepares a report outlining design options, cost, funding sources and/or potential community partnerships to upgrade existing infrastructure at the Adelong Pool to improve the capability and serviceability to provide year round swimming."

Director Assets and Infrastructure comments

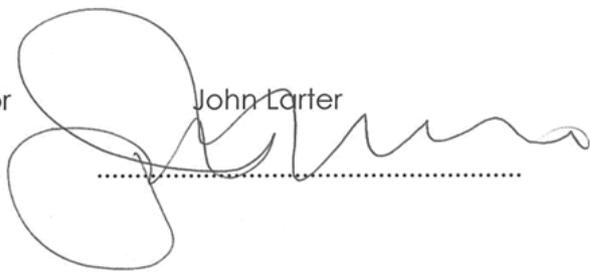
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The objectives of the project are to:

- 1   Develop a sound understanding about Council's current five swimming facilities, service levels, usage and cost of service.
- 2   Evaluate the feasibility of heating options that support Council's ongoing financial sustainability and operational capacity.
- 3   Provide sound information to assist the stakeholders understand the issues and implications of the heating options.
- 4   Determine a prioritised heating options list for council's consideration.

This will inform the Council in determining a capital work program across all public swimming pools within the Local Government Area, for future planning and funding.

Quotations can be called immediately, with funds for the consultancy works to be funded from Asset Planning and Design Consultancy budget.

Councillor  John Larter  
Signature .....

Date: .....  
Councillor .....

Signature .....

Date: .....

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**7. NOTICES OF MOTION/NOTICES OF RESCISSION**

Item 7.3 KHANCOBAN COUNTRY CLUB

Author: Margaret Isselmann

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**Recommendation:**

**That**

- 1. Snowy Valleys Council provide a guarantee to purchase the 1.5 acre lot at current land value price (approximately \$80,000) following the subdivision of this land from the current land title held by the Khancoban Country Club to enable the Club to continue trading as recommended by the Johnsons MME Business Plan.**
- 2 That Snowy Valleys Council provide assistance to develop the appropriate access to the bush block to enable sale of this property by the Club. Following the sale of this land the Club will have sufficient funds to manage their financial future.**
- 3 That funds for this be drawn from the financial investment with those smaller fixed term investments, such as, AMP or Bank of Queensland. That the land acquired by council be on sold to recoup the funds”.**

**Notes:**

Nil

**Staff Comment:**

Nil

**Attachments**

- 1 Signed Notice of Motion - Cllr M. Isselmann

**NOTICE OF MOTION**

As provided by Clause 241 (1) (a) of the Local Government (General) Regulation 2005, I give notice that the following motion be placed on the Council Agenda for the Ordinary Meeting of Council, to be held on Thursday, 26th October 2017

**SUBJECT: Khancoban Country Club**

Motion - "That

1. Snowy Valleys Council provide a guarantee to purchase the 1.5 acre lot at current land value price (aprox \$80,000) following the subdivision of this land from the current land title held by the Khancoban Country Club to enable the Club to continue trading as recommended by the JohnsonsMME Business Plan.
2. That Snowy Valleys Council provide assistance to develop the appropriate access to the bush block to enable sale of this property by the Club. Following the sale of this land the Club will have sufficient funds to manage their financial future.
3. That funds for this be drawn from the financial investment with those smaller fixed term investments, such as, AMP or Bank of Queensland. That the land acquired by council be on sold to recoup the funds".

General Manager Comments:

Councillor	Margaret Isselmann
Signature	..... <i>M E Isselmann</i> .....
Date:	..... <i>16. 9. 2017</i> .....
Councillor	.....
Signature	.....
Date:	.....

\*\*\*\*\*

Khancoban Country Club. (The Club)

Report

The Annual general meeting for the Club was held on 10<sup>th</sup> October at 7.00pm and attended by approximately 80 people.

Counsellor Margaret Isselmann and Council rep Georgia attended.

Background:

Former Tumbarumba Shire and more recently SVC have verbally discussed issues with the Club Board and suggested there could be help available.

The Club Future:

.See attachment

To Date:

The club has outstanding debt of \$40,000-\$50,000

The Club has a Business Plan prepared by JohnsonsMME, Albury which has a recommendation that surplus land be disposed of as a priority.

A new Board was elected at the AGM.

The Club Assets

The Club has a large building as club premises, a bowling green, tennis courts, 9 hole golf course, 1.5 acres of unused but fully serviced land and 700 acres of bush land which has to have access made available.

Recommendation

1 That SVC provide a guarantee to purchase the 1.5 acre lot at current land value price (approx. \$80,000) following the subdivision of this land from the current land title held by the Club to enable the Club to continue trading as recommended by the JohnsonsMME Business Plan.

2 That SVC provide assistance to develop the appropriate access to the bush block to enable sale of this property by the Club. Following the sale of this land the Club will have sufficient funds to manage their financial future.

3 That funds for this be drawn from the financial investment with those smaller fixed term investments, such as, AMP or Bank of Queensland. That the land acquired by council be on sold to recoup the funds.

**7. NOTICES OF MOTION/NOTICES OF RESCISSION**

Item 7.4 MAJOR INDUSTRY COMMITTEE

Author: David Aber

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**Recommendation:**

**That Council establishes a Major Industry Committee.**

**Staff Comment:****Cr Pritchards Comments:**

There is presently no formal structured meeting between Council and the individual major industries in our Council area. These industries impact us substantially, yet there is neither formal discussion nor record of their possible impact upon our community. We hear and read about matters which may or may not have foundation but that does not address our responsibilities

**General Managers Comments:**

Under the “Guiding Principles” as prescribed under section 8A of the LG Act 1993 Councils are required to consider the following principles for their operation which have a relationship to the formation of Committees:

1. Councils should provide strong and effective representation, leadership, planning and decision making.
2. Councils should carry functions in a way that provides the best possible value for residents and ratepayers.
3. Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
4. Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
5. Councils should identify and prioritise key local community needs and aspirations and consider regional priorities.

One of the key factors Council should now consider is how our Committees relate to the strategic directions set in our integrated planning and reporting framework. Ideally, a Council Committee should have a direct relationship to the key strategies within the document. The Council is about to commence work shortly on its community strategic plan which will determine the key strategies for the Snowy Valley Council but these strategies will not be available until the completion and adoption of the plan. However, the former Tumberumba and Tumut plans will provide a useful guide but these are not the Snowy Valleys plan. The preparation of the Snowy Valleys plan will provide a good opportunity to review the effectiveness of the former Councils Committee structure.

The Councillors have an important role to:

- Providing effective civic leadership to the local community,
- Consulting regularly with community organisations and other key stakeholders and keep them informed of the Council's decisions and activities;

Committees are an effective and efficient method of achieving this. The Council under section 260 of the Act may, by resolution, establish such Committees as it considers necessary. A Committee under section 260 is to consist of the mayor and such other Councillors as are elected by the Councillors or appointed by the Council.

The quorum for a meeting of a Committee is to be:

- (a) Such number of members as the Council decides, or
- (b) If the Council has not decided a number – a majority of the members of the Committee.

As a general rule Committees are to be open to the public unless by resolution closed to the public for a confidential item of business. Everyone is entitled to attend a Committee meeting and the Council is to ensure that the meetings are open to the public.

Advisory Committees or sub-Committees are common and usually have the power to make recommendations but not to make decisions. Such Committees often consist of experts, professional persons, government employees, community representatives, or Council staff. The recommendations of advisory Committees can assist a Council in making informed decisions on complex matters. Alternatively, Committees may be given power to spend Council monies on certain matters, if a resolution to that effect has been previously passed by the Council under section 377 and 355 of the Act.

Important items for consideration in the setting up of a Committee are:

1. What are the key outcomes a Committee is to deliver?
2. Does the Committee have a strategic outcome to achieve, program supervision role, project development role or key community liaison role?
3. What resources will the Committee need to deliver the outcomes e.g. secretarial support, staff support and budget for its operation and any programs it is assigned to deliver.
4. Should the Committee be a Committee of the Council with full delegation to make decisions under section 260 or refer recommendations to the Council meeting for decision?

5. Should the Committee be an advisory Committee to the Council or a S355 Committee:
- a. Who should be members of the Committee
  - b. What resources will it need to operate including key professional advisors
  - c. Should the Committee have a sunset date for completion of its role
  - d. Delegations to make decisions on behalf of the Council?

The above list can be used as a guide for the preparation of the Committee's charter.

### **Related Committees**

While it is not a comprehensive list, the following is a list of related Committees from the Committee list presented to the last Council meeting.

Industry:

- Batlow Development League
- Talbingo Progress & Ratepayers Committee
- Tumut Aerodrome Committee
- Softwoods Working Group
- Visy Community Consultative Committee

### Attachments

- 1 Sigend Notice of Motion - Cllr G. Pritchard

**NOTICE OF MOTION**

As provided by Clause 241 (1) (a) of the Local Government (General) Regulation 2005, I give notice that the following motion be placed on the Council Agenda for the Ordinary Meeting of Council, to be held on Thursday, 26th October 2017

**SUBJECT: Major Industry Committee**

Motion - "That Council establishes a Major Industry Committee".

There is presently no formal structured meeting between Council and the individual major industries in our council area. These industries impact us substantially, yet there is neither formal discussion nor record of their possible impact upon our community. We hear and read about matters which may or may not have foundation but that does not address our responsibilities.

General Manager comments

*ATTACHED*

Councillor	Mr G Pritchard
Signature	..... 
Date:	12/10/2017
Councillor	.....
Signature	.....
Date:	.....

\*\*\*\*\*

**Notice of Motion – Major Industry Committee****General Managers Comments:**

Under the “Guiding Principles” as prescribed under section 8A of the LG Act 1993 Councils are required to consider the following principles for their operation which have a relationship to the formation of Committees:

1. Councils should provide strong and effective representation, leadership, planning and decision making.
2. Councils should carry functions in a way that provides the best possible value for residents and ratepayers.
3. Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
4. Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
5. Councils should identify and prioritise key local community needs and aspirations and consider regional priorities.

One of the key factors councils should now consider is how our committees relate to the strategic directions set in our integrated planning and reporting framework. Ideally, a council committee should have a direct relationship to the key strategies within the document. The Council is about to commence work shortly on its community strategic plan which will determine the key strategies for the Snowy Valley Council but these strategies will not be available until the completion and adoption of the plan. However, the former Tumbarumba and Tumut plans will provide a useful guide but these are not the Snowy Valleys plan. The preparation of the Snowy Valleys plan will provide a good opportunity to review the effectiveness of the former councils committee structure.

The councillors have an important role to;

- Providing effective civic leadership to the local community,
- Consulting regularly with community organisations and other key stakeholders and keep them informed of the council’s decisions and activities;

Committees are an effective and efficient method of achieving this. The council under section 260 of the Act may, by resolution, establish such committees as it considers necessary. A committee under section 260 is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the Council.

The quorum for a meeting of a committee is to be:

- (a) Such number of members as the council decides, or
- (b) If the council has not decided a number – a majority of the members of the committee.

As a general rule committees are to be open to the public unless by resolution closed to the public for a confidential item of business. Everyone is entitled to attend a committee meeting and the Council is to ensure that the meetings are open to the public.

Advisory committees or sub-committees are common and usually have the power to make recommendations but not to make decisions. Such committees often consist of experts, professional persons, government employees, community representatives, or council staff. The recommendations of advisory committees can assist a council in making informed decisions on

complex matters. Alternatively, committees may be given power to spend council monies on certain matters, if a resolution to that effect has been previously passed by the council under section 377 and 355 of the Act.

Important items for consideration in the setting up of a committee are:

1. What are the key outcomes a committee is to deliver?
2. Does the committee have a strategic outcome to achieve, program supervision role, project development role or key community liaison role?
3. What resources will the committee need to deliver the outcomes e.g. secretarial support, staff support and budget for its operation and any programs it is assigned to deliver.
4. Should the committee be a committee of the council with full delegation to make decisions under section 260 or refer recommendations to the Council meeting for decision?
5. Should the committee be an advisory committee to the Council or a S355 committee;
  - a. Who should be members of the committee
  - b. What resources will it need to operate including key professional advisors
  - c. Should the committee have a sunset date for completion of its role
  - d. Delegations to make decisions on behalf of the council?

The above list can be used as a guide for the preparation of the committee's charter.

#### **Related Committees**

While it is not a comprehensive list, the following is a list of related committees from the committee list presented to the last Council meeting.

#### **Industry**

- Batlow Development League
- Talbingo Progress & Ratepayers Committee
- Tumut Aerodrome Committee
- Softwoods Working Group
- Visy Community Consultative Committee

**7. NOTICES OF MOTION/NOTICES OF RESCISSION**

Item 7.5            TOURISM COMMITTEES

Author:            Geoff Pritchard

---

**Recommendation:****That Council:**

- 1. Establishes a Tourism Committee, and**
  
- 2. The Tourism Committee establishes appropriate sub Committees for defined interest such as the Tumbarumba-Rosewood rail trail and the Hume and Hovel track.**

**Notes:**

Nil

**Staff Comment:****General Managers Comments:**

Under the “Guiding Principles” as prescribed under section 8A of the LG Act 1993 Council are required to consider the following principles for their operation which have a relationship to the formation of Committees:

1. Council should provide strong and effective representation, leadership, planning and decision making.
  
2. Council should carry functions in a way that provides the best possible value for residents and ratepayers.
  
3. Council should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
  
4. Council should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
  
5. Council should identify and prioritise key local community needs and aspirations and consider regional priorities.

One of the key factors Council should now consider is how our Committees relate to the strategic directions set in our integrated planning and reporting framework. Ideally, a Council Committee should have a direct relationship to the key strategies within the document.

The Council is about to commence work shortly on its community strategic plan which will determine the key strategies for the Snowy Valley Council but these strategies will not be available until the completion and adoption of the plan. However, the former Tumbarumba and Tumut plans will provide a useful guide but these are not the Snowy Valleys plan. The preparation of the Snowy Valleys plan will provide a good opportunity to review the effectiveness of the former Council Committee structure.

The Councillor have an important role to;

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- Consulting regularly with community organisations and other key stakeholders and keep them informed of the Council's decisions and activities.

Committees are an effective and efficient method of achieving this. The Council under section 260 of the Act may, by resolution, establish such Committees as it considers necessary. A Committee under section 260 is to consist of the mayor and such other Councillor as are elected by the Councillor or appointed by the Council.

The quorum for a meeting of a Committee is to be:

- (a) Such number of members as the Council decides, or
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Advisory Committees or sub-Committees are common and usually have the power to make recommendations but not to make decisions. Such Committees often consist of experts, professional persons, government employees, community representatives, or Council staff. The recommendations of advisory Committees can assist a Council in making informed decisions on complex matters. Alternatively, Committees may be given power to spend Council monies on certain matters, if a resolution to that effect has been previously passed by the Council under section 377 and 355 of the Act.

Important items for consideration in the setting up of a Committee are:

1. What are the key outcomes a Committee is to deliver?
2. Does the Committee have a strategic outcome to achieve, program supervision role, project development role or key community liaison role?
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The above list can be used as a guide for the preparation of the Committee's charter.

### **Related Committees**

While it is not a comprehensive list, the following is a list of related Committees from the Committee list presented to the last Council meeting.

#### Tourism

- Festival of the Falling Leaf
- Tumbarumba Historical Society
- Tumba Trek Committee
- Adelong Falls Gold Mill Ruins Committee
- Tumut Railway Station Precinct Committee
- Tumut Region Visitors Centre Advisory Committee

### Attachments

- 1 Notice of Motion - Cllr G. Pritchard

**NOTICE OF MOTION**

As provided by Clause 241 (1) (a) of the Local Government (General) Regulation 2005, I give notice that the following motion be placed on the Council Agenda for the Ordinary Meeting of Council, to be held on Thursday, 26th October 2017

**SUBJECT: Tourism Committees**

Motion - "That Council

1. Establishes a Tourism Committee, and
2. The Tourism Committee establishes appropriate subcommittees for defined interests such as the Tumbarumba-Rosewood rail trail and the Hume and Hovel track".

General Manager comments

*ATTACHED*

Councillor	Clr G Pritchard
Signature	 .....
Date:	<i>12/10/2017</i> .....
Councillor	.....
Signature	.....
Date:	.....

\* \* \* \* \*

## Notice of Motion – Tourism Committees

### General Managers Comments:

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One of the key factors councils should now consider is how our committees relate to the strategic directions set in our integrated planning and reporting framework. Ideally, a council committee should have a direct relationship to the key strategies within the document. The Council is about to commence work shortly on its community strategic plan which will determine the key strategies for the Snowy Valley Council but these strategies will not be available until the completion and adoption of the plan. However, the former Tumbarumba and Tumut plans will provide a useful guide but these are not the Snowy Valleys plan. The preparation of the Snowy Valleys plan will provide a good opportunity to review the effectiveness of the former councils committee structure.

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The above list can be used as a guide for the preparation of the committee's charter.

#### **Related Committees**

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#### **Tourism**

- Festival of the Falling Leaf
- Tumbarumba Historical Society
- Tumba Trek Committee
- Tumbafest Committee
- Adelong Falls Gold Mill Ruins Committee
- Tumut Railway Station Precinct Committee
- Tumut Region Visitors Centre Advisory Committee

## 8. GOVERNANCE AND FINANCIAL REPORTS

### 8.1 STATEMENT OF INVESTMENTS AS AT 30 SEPTEMBER 2017

Author: TANYA WILESMITH

Responsible Manager: ROBYN HARVEY

#### Purpose of Report:

Following is the Statement of Investments held as at 30 September 2017. The investments listed have been made in accordance with the Local Government Act (1993), the regulations and Council's policy.

#### Recommendation:

**That Council receive the Statement of Investments as at 30 September 2017.**

#### Report:

In accordance with Clause 212 of the Local Government (General) Regulation 2005, a monthly report is required to be submitted to Council detailing all investments of Council.

*Delete table – copy & paste updated Sept table*

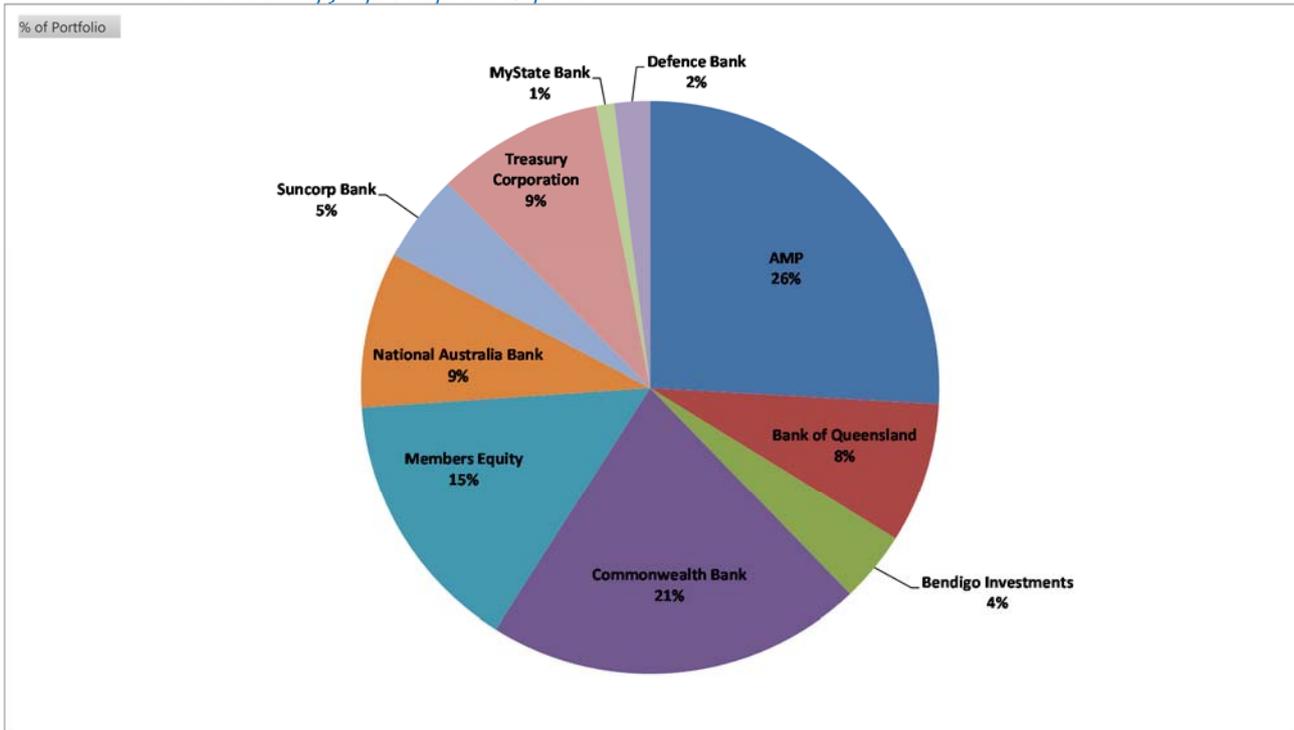
Cash & 11am at call Accounts	Branch	Balance Invested \$	Investment Date	Interest Rate%	% of Total Portfolio	% of Category	Rating
Treasury Corporation	SCF - CF	512,486	At Call	1.40%	1.0%	3.2%	A-1+
Commonwealth Bank	IWD	1,886,051	IWD Gen	1.40%	3.8%	11.7%	A-1+
Commonwealth Bank	IWD	1,493,477	IWD BSA	2.05%	3.0%	9.3%	A-1+
Commonwealth Bank	IWD	1,194	IWD BOS	1.50%	0.0%	0.0%	A-1+
AMP	IWD	2,000,000	At Call	2.20%	4.0%	12.4%	A-1+
National Australia Bank	Tumbarumba	2,499,598	W/Acct	2.05%	5.0%	15.5%	A-1+
Treasury Corporation	SCF - SCF	1,026,435	At Call	2.20%	2.0%	6.4%	A-1+
Commonwealth Bank	Tumut	3,377,310	W/Acct	1.40%	6.7%	20.9%	A-1+
Commonwealth Bank	IF- 3 & 4	416,098	At Call (BOS)	1.50%	0.8%	2.6%	A-1+
Commonwealth Bank	SCF-6	874,697	At Call (BOS)	1.50%	1.7%	5.4%	A-1+
Commonwealth Bank	Tumut	2,053,572	At Call (BOS)	1.50%	4.1%	12.7%	A-1+
<b>Sub Total Cash &amp; Call Accounts</b>		<b>16,140,918</b>			<b>32.2%</b>	<b>100.0%</b>	

*Delete table – copy & paste updated Sept table*

Term Deposits & Commercial Bills	Branch	Balance Invested \$	Investment Date	Interest Rate%	Maturity Date	% of Portfolio	% of Category	Rating
Bank of Queensland	IF-1	2,000,000	1/07/17	2.80%	22/11/17	4.0%	5.9%	A-1
AMP	IF-2	1,000,000	17/07/2017	2.70%	15/01/2018	2.0%	2.9%	A-1+
Bendigo Investments	SCF-1	1,000,000	12/07/2017	2.75%	12/07/2018	2.0%	2.9%	A-2
Bendigo Investments	SCF-2	1,000,000	12/07/2017	2.75%	12/07/2018	2.0%	2.9%	A-2
Members Equity	SCF-3	1,000,000	27/02/2017	2.70%	24/11/2017	2.0%	2.9%	A-2
Suncorp Bank	SCF-4	2,500,000	19/04/2017	2.60%	18/04/2018	5.0%	7.3%	A-1+
AMP	SCF-5	1,000,000	20/07/2017	2.80%	20/04/2018	2.0%	2.9%	A-1+
Treasury Corporation	Tumut	1,555,863	30/09/2016	1.15%	At Call MT	3.1%	4.6%	A-1+
Treasury Corporation	Tumut	1,602,406	30/09/2016	1.95%	At Call LT	3.2%	4.7%	A-1+
AMP	IWD	2,000,000	5/04/17	2.95%	9/01/18	4.0%	5.9%	A-1+
Members Equity	IWD	2,500,000	29/06/17	2.95%	9/01/18	5.0%	7.3%	A-2
Bank of Queensland	Tumbarumba	1,000,000	8/03/17	2.65%	8/12/17	2.0%	2.9%	A-1
AMP	Tumbarumba	750,000	28/08/17	2.60%	25/02/18	1.5%	2.2%	A-1+
AMP	Tumbarumba	500,000	26/09/16	2.75%	26/09/17	1.0%	1.5%	A-1+
National Australia Bank	Tumbarumba	750,000	4/04/17	2.61%	4/10/17	1.5%	2.2%	A-1
MyState Bank	Tumbarumba	500,000	27/02/2017	2.75%	24/11/2017	1.0%	1.5%	A-2
AMP	Tumbarumba	750,000	24/05/17	2.60%	24/05/18	1.5%	2.2%	A-1+
AMP	Tumbarumba	750,000	29/09/16	2.75%	29/09/17	1.5%	2.2%	A-2
National Australia Bank	Tumbarumba	750,000	21/11/16	2.80%	20/09/17	1.5%	2.2%	A-2
AMP	Tumbarumba	750,000	17/03/2017	2.75%	12/12/2017	1.5%	2.2%	A-1+
Bank of Queensland	Tumbarumba	500,000	31/03/2017	2.65%	30/09/2017	1.0%	1.5%	A-1+
AMP	Tumbarumba	500,000	3/04/2017	2.75%	3/10/2017	1.0%	1.5%	A-1+
Members Equity	Tumbarumba	750,000	29/08/2017	2.60%	29/08/2018	1.5%	2.2%	A-2
Members Equity	Tumbarumba	750,000	29/08/2017	2.60%	29/08/2018	1.5%	2.2%	A-2
AMP	Tumut	1,000,000	23/03/17	2.95%	18/12/17	2.0%	2.9%	A-1+
Bank of Queensland	Tumut	500,000	1/07/17	2.65%	8/03/18	1.0%	1.5%	A-1
Defence Bank	Tumut	1,000,000	13/12/16	2.95%	13/12/17	2.0%	2.9%	A-2
Members Equity	Tumut	1,000,000	3/03/17	2.65%	28/11/17	2.0%	2.9%	A-2
AMP	Tumut	2,000,000	19/09/16	2.75%	19/09/17	4.0%	5.9%	A-1+
Members Equity	Tumut	1,500,000	18/07/17	2.65%	15/07/18	3.0%	4.4%	A-2
National Australia Bank	Tumut - TDCT	401,178	28/06/17	2.53%	27/06/18	0.8%	1.2%	A-1+
<b>Sub Total Term Deposits &amp; Bills</b>		<b>33,559,447</b>		<b>2.65%</b>		<b>66.9%</b>	<b>98.5%</b>	
Floating Rate Notes	Branch	Balance Invested \$	Investment Date	Interest Rate%	Maturity Date	% of Portfolio	% of Category	
Commonwealth Bank	Tumbarumba	500,000	1/08/15	2.74%	1/08/18	1.0%	1.5%	A-1+
<b>Sub Total Term Deposits &amp; Bills</b>		<b>500,000</b>		<b>2.74%</b>		<b>1.0%</b>	<b>1.5%</b>	
<b>Total Cash &amp; Invested Funds</b>		<b>50,200,365</b>		<b>2.65%</b>		<b>100%</b>	<b>100%</b>	

Council's investments and cash on hand are invested with the following institutions.

*Delete table – copy & paste updated Sept table*



During the month of September, the following investment transactions occurred.

- AMP investment of \$500,000, was reinvested for a further 12 months @ 2.60%.
- National Bank investment of \$750,000, was reinvested for a further 11 months @ 2.64%.
- AMP investment of \$750,000, was reinvested for a further 12 months @ 2.60%.
- Bank of Queensland investment of \$500,000, was reinvested for a further 6 months @ 2.6%.
- *Add your investment transactions for the month*

It is hereby certified that the above investments have been made in accordance with Section 625 of the Local Government Act 1993 and the regulations thereunder, and in accordance with the Snowy Valleys Council Investment Policy.

### Reserve Listing

Reserve balances as shown below for both Tumbarumba and Tumut.

## Snowy Valleys – Tumbarumba Reserve Balances

*Delete table – copy & paste updated Sept table*

<b>RESERVE FUNDS</b>	<b>Balance</b>
<b>Externally Restricted Reserves</b>	
Water Fund	\$1,144,950
Sewer Fund	\$2,651,461
Domestic Waste	\$273,539
Urban Stormwater	\$157,199
Unexpended Specific Purpose Grants	\$994,281
Tumbarumba Retirement Village	\$498,598
<b>Balance Externally Restricted</b>	<b>\$5,720,028</b>
<b>Internally Restricted Reserves</b>	
Plant Replacement	\$1,073,897
Capital Projects	\$1,836,361
Employees Leave Entitlements	\$400,000
Quarry Reserves	\$706,261
Community Services	\$324,912
Office Equipment Replacement	\$25,454
Private Works Contingency	\$400,000
Uncompleted Works	\$1,203,306
Other Minor Reserves	\$183,611
Unrestricted Funds	\$125,768
<b>Balance Internally Restricted</b>	<b>\$6,279,570</b>
<b>Total Reserve Funds</b>	<b>\$11,999,598</b>

**Snowy Valleys – Tumut Reserve Balances** *Delete table – copy & paste updated Sept table*

<b>RESERVE FUNDS</b>	<b>Balance</b>
<b>Externally Restricted Reserves</b>	
Water Fund	2,491,174
Sewer Fund	2,160,378
Domestic Waste	1,211,252
Developer Contributions	2,958,295
Unexpended Specific Purpose Grants	71,222
Stronger Communities Fund	8,913,618
Implementation Fund	3,416,098
<b>Balance Externally Restricted</b>	<b>21,222,037</b>
<b>Internally Restricted Reserves</b>	
Aboriginal Br. Reserve	44,646
Adelong Showground	10,000
Aerodrome Obstacle Lighting	60,000
Airfield General	61,707
Airfield Reseals	60,000
Asset Renewal Reserve	88,200
Batlow Literary Institute	57,091
Bridge Maintenance	57,261
Caravan Park	139,183
Carpark Improvements	95,165
Capital Projects	3,090,828
Dividend Reserve	538,906
Election Reserve	71,507
Emergency Services	86,271
Employee Leave Entitlement Reserve	2,067,041
Gravel Pits Reserve	202,594
Hazard Reduction	52,568
Insurance (Risk Management)	123,755
Legal	105,000
Open Space Strategy Reserve	106,800
Packards Pit	40,076
Plant Dividend	463,581
Playground Strategy Reserve	77,241
Project Development Reserve	24,570
Public Amenities	114,896
Saleyards	37,559
Scholarships	6,448
Security Deposits	8,705
Shire Signage	84,497
Swimming Pools Reserve	311,771

IWD Business Development Reserve	162,764
IWD Community Development Reserve	-
IWD Contingencies Reserve	675,851
IWD FBT Liability Reserve	107,172
IWD Plant Replacement Reserve	1,415,890
IWD Vehicle Replacement Reserve	637,333
Tumut Vehicle Replacement Reserve	255,537
Talbingo Town Improvement	123,563
Telecentre	31,549
Television Services	71,359
Telstra Tower	18,089
Tree Management	39,000
Trust Reserves	247,577
Visy Emergency Works	27,065
Unrestricted Funds	4,878,114
<b>Balance Internally Restricted</b>	<b>16,978,730</b>
<b>Total Reserve Funds</b>	<b>38,200,767</b>

Options

Nil

Budget Implications:

Nil

Legal/Statutory Implications:

Clause 212 of the Local Government (General) Regulations 2005.

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

Nil

Attachments

Nil

**8. GOVERNANCE AND FINANCIAL REPORTS**

## 8.2 REVIEW OF SECTION 355 COMMITTEES

Author: SHIRLEY WILLIAMS

Responsible Manager: ROBYN HARVEY

Purpose of Report:

Under the Local Government Act 1993 Section 355 Council is able to delegate some of its functions to a Committee of Council. Council uses this delegation and appoints community Committees to manage its facilities or functions.

The Committees provide a mechanism by which interested persons can have an active role in the provision / management of Council facilities or services. This provides a twofold benefit by giving protection to the Committee operating under the banner of Council, and by providing Council with assistance in the carrying out of its functions. Membership of these Committees normally consist of a Councillor delegate, staff delegates and community representatives.

Presently the Snowy Valleys Council list shows 20 Section 355 Committees. After review proposed amendments to this list are shown in the report.

Recommendation:

That

- 1. That the proposed amendments be made to the Council register containing Section 355 Committees.**
- 2. That Council elect alternate delegates to Committees.**
- 3. Communication by writing to each of the Committees to advise the Committee of their Council delegate and provide them with a list of expectations as outlined in the Section 355 Committee guidelines;**
- 4. Council conduct a review of all Committee Terms of Reference for each the Section 355 Committee of Council in consultation with the Committee.**
- 5. The amended Terms of Reference be endorsed by Council.**

Report:

In accordance with Section 355 of the Local Government Act, the Council may exercise its functions:

- (a) by the Council by means of the Councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or
- (b) by a Committee of the council, or
- (c) partly or jointly by the council and another person or persons, or
- (d) jointly by the council and another council or councils (including by means off a Voluntary Regional Organisation of Councils of which the councils concerned are members), or
- (e) by a delegate of the council (which may, for example, be a Voluntary Regional Organisation of Councils of which the council is a member).

Snowy Valleys Council has Committees endorsed to manage facilities and functions of Council under S355, of the Local Government Act 1993.

Such Committees are traditionally appointed annually by Council following the Mayoral elections and the membership and/or delegates to the various Committees on which Council is represented.

These Committees deliver to the community a range of facilities and functions. Participation on a Management Committee is one way in which the local community can have involvement and control over the facilities and programs provided in their area. Committees can also provide a valuable link for input into Council Delivery and Operational Plans, while meeting the required standard of Governance.

Where the Committee manages Council facilities, the Management Committee responsible for hiring out the facility must ensure that the facility is maintained to a standard whereby Council is not exposed to public liability claims.

Where Council delegates functions to a section 355 Committee, including the expenditure of Council funds, it is important that the activities of these Committees remain transparent and subject to council oversight. Committees are requested that Treasurers keep all Tax Invoices in relation to all expenditures, as Council is only able to claim back applicable GST where applicable if these records are held. Each Committee as at 30th June each year provides financials to Council for preparation of statements and audit of Committee books.

Councillors named as delegates, may, at their discretion, attend meetings of a Section 355 Community Committee to enable them to gauge the areas of concern of the community. They can assist in prioritising any proposals for improvement, growth and development plans of the area of responsibility of the Community Committee. Staff named as delegates attend meetings and provide secretariat for the Committee. Each Committee is required to provide Council with a copy of their minutes following each of the meetings. The minutes then will be made available to all Councillors attached to the monthly Business paper.

A manual providing guidance to the Section 355 Committees will be developed for Snowy Valleys Council. This manual will provide guidelines on all governance,

accounting and risk management requirements. All Committee community members will need to be a registered approved volunteer of Council as Council Public Liability insurance only covers registered volunteers.

Councils are encouraged by the Office of Local Government to review the operations of Committees established under section 355 of the Local Government Act 1993, including the monitoring of section 355 Committees failing to meet the basic governance and accounting standards. Snowy Valleys Council recently reviewed the Section 355 Committees of Council and have made recommendations in relation to the management of these Committees including changes to the delegates, which are highlighted below and entered onto the Committees register once endorsed by Council.

1. Adelong Showground Management Committee – This is an incorporated body and does not require a Council delegate.
2. Batlow Development League – This is a section 355 Committee of Council and the current ToR outlines the objectives of the Committee to:
  - To provide civic leadership to the Batlow community
  - To stimulate the ongoing economic community, social and cultural prosperity of the community of Batlow and its environs

Clr Smit as current delegate to this Committee stands, an alternate delegate for this Committee needs to be elected.

3. Camp Hudson Committee –The Camp Hudson Management Committee Terms of Reference states that this Committee was endorsed by Council as an advisory Committee to the former Tumut Shire Council.

Being an advisory Committee, the Camp Hudson Management Committee does not have executive power or authority to direct staff nor does it enjoy the delegation of any powers, functions or duties of Council. All decisions of the Committee will, therefore, constitute recommendations to Council and other major stakeholders where relevant. No Councillor delegate is required but Council can choose to elect a delegate on this Committee if they choose to. If Clr Larter wishes to remain as a delegate to this Committee then an alternate delegate should also be elected.

4. Christmas in Tumut Committee - The Christmas in Tumut Committee has the delegated authority to make decisions concerning the planning and delivery of its associated events, including decisions regarding expenditure and budget. All other decisions constitute a recommendation to Council. No delegate is required for this Committee.
5. Tumut Community Transport Service – This Committee is part of the service that provides transport for people in the community who are frail, aged, people with Disability. This service is a business unit of Council and no delegate is required but Council can choose to have a delegate. If Clr Larter wishes to remain on this Committee then an alternate delegate should also be elected.

6. Festival of the Falling leaf Committee - The Tumut Festival of the Falling Leaf Working Party is a Working Party formed by delegation of Council under Section 355 of the Local Government Act 1993. No delegate is required for this Committee but if Clr A Benjamin wishes to remain as delegate to this Committee then an alternate delegate should also be elected.
7. Glenroy Heritage Reserve Committee – This is a section 355 Committee of Council and are responsible for the care, control and management of the facility, including letting, cleaning, maintenance and operations and the purchase of furniture and furnishings. This empowered to vote such sums for expenditure as is necessary from amounts received from fees and charges to meet costs arising out of the delegated function. The current delegate Clr J Ham will remain with an alternate delegate to be elected.
8. Khancoban Community Committee with Sub Committees – This Committee is a section 355 Committee of Council and are responsible for the management of the Community Hall, Khancoban OP-Shop and KUVA Committee. The current delegate Clr M Isselmann will remain with an alternate delegate to be elected.
9. Montreal Theatre Committee Inc. This is not an adopted Section 355 Committee of Council but an incorporated body and does not require a Council delegate. Clr C Cross will be removed from the listing.
10. Mountain Landcare Committee – Tumbarumba - Council approved the application by the Mountain Landcare Group to become a Committee of Council under Section 355 of the Local Government Act in March 2013. Current delegate Clr Ham will remain in place for this Committee and an alternate delegate should be elected.
11. Rosewood Community Shed Committee – In May 2010, Council approved the Rosewood Community Shed Committee to become a Committee of Council under Section 355 of the Local Government Act to manage the facility known as the “Old Fire Shed”. Current delegate Clr C Smit will remain in place for this Committee and an alternate delegate should be elected.
12. Talbingo Progress & Ratepayers Association – This Committee’s objective is to provide civic leadership to the Talbingo community. Current delegate Clr M Isselmann is to remain in place and an alternate delegate should be elected.
13. Tooma Recreation Reserve Committee – Council approved the Tooma Recreation Reserve Committee as Committee of Council under Section 355 of the Local Government Act to manage the facility of the Tooma Recreation Reserve and Hall. Current delegate Clr B Wright to remain in place and an alternate delegate should be elected.
14. TumbaFest Committee – In January 2003 the then Tumbarumba Shire Council endorsed Tumbafest Committee as a section 355 Committee of Council to deliver a successful Tumbafest festival. Current delegate Clr B Wright to remain in place and an alternate delegate should be elected.

15. Tumbarumba Airfield Committee – Is a section 355 Committee of Council that manages the operation of the Tumbarumba Authorised Landing Area at Tumbarumba. Current delegate Clr B Wright to remain in place and an alternate delegate should be elected.
16. Tumbarumba Friends of the Library – In April 2010, the former Tumbarumba Shire Council endorsed the Friends of the Library as a section 355 Committee of Council to assist and encourage enhancement of the Tumbarumba Library and to raise funds to assist with the development of resources within the Library. Current delegate Clr C Smit to remain in place and an alternate delegate elected.
17. Tumbarumba Historical Society – The Society's endorsement as a section 355 Committee is to preserve Tumbarumba and districts history and are responsible for the running of the Tumbarumba Museum. Current delegate Clr B Wright to remain in place and an alternate delegate should be elected.
18. Tumbarumba Men's shed – In 2011 the Tumbarumba Mens shed Committee was endorsed as a section 355 Committee of Council to manage the Tumbarumba Mens Shed facility. Current delegate Clr B Wright to remain in place and an alternate delegate should be elected.
19. Tumbarumba RSL Memorial Hall Management Committee – The former Tumbarumba Shire Council endorsed the creation of a Section 355 Management Committee of consisting of three appointed Councillors, General Manager or nominee, and three representatives appointed by the Tumbarumba RSL Sub-branch. Currently there has only been one elected delegate appointed to this Committee being Clr B Wright and an alternate delegate should be elected.
20. TumbaTrek Committee - Tumbatrek was originally initiated in 1985 by the then Deputy Prime Minister and Member for Farrer, Tim Fischer.  
  
It went into recess in 2007 and was revived by the Member for Riverina, Michael McCormack MP in 2012. Politicians, members of organisations and community members are invited each year to take part in the Trek.  
  
Tumbatrek involves a gentle day's trekking in some of the most scenic parts of the former Tumbarumba Shire LGA with outstanding vistas close to some magnificent Upper Murray streams. The aim is to highlight the tourism aspect and provide an opportunity for informal discussion about issues that are important to rural people.  
  
This Committee is not a section 355 Committee of Council but included in the list of Internal Advisory Committees. Delegates will remain in place for this Committee.
21. Tumbarumba Musicians and Dramatic Arts Group – Sub Committees include Tumbarumba Choir, Tumbarumba Youth Choir, and Tumbarumba Pipes and Drums. Clr J Ham will remain as delegate to this Committee but an alternate delegate should be elected.

Options

Council can endorse proposed changes to the register of Section 355 Committees, or choose not to make any changes.

Budget Implications:

Nil

Legal/Statutory Implications:

Compliance with the Local Government Act, 1993

Risk Management - Business Risk:

Committees not meeting basic governance and accounting standards creates an ongoing risk to council.

Risk Management - WHS and Public Risk:

To be monitored as part of the management of Committees and volunteers.

Council Seal:

No

Attachments

- 1 Proposed amendments to Section 355 committee register

Section 355 Committees	Committee Function	Council Delegate	Alternative Delegate	Other Delegate/ Members	Meeting Frequency	Notes
Adelong Showground – <b>Remove this committee from the Section 355 listing as it is an Incorporated body</b>	This committee has been established to manage the Adelong Showground	No delegate required		General Manager or delegate  Community representatives	Two meetings annually	
Batlow Development League	The objectives of the Committee is: 1. To provide civic leadership to the Batlow community 2. To stimulate the ongoing economic community, social and cultural prosperity of the community of Batlow and its environs. With sub- committees to run: • Batlow Apple Blossom Festival Sub Committee • The Batlow Literacy Institute Management Sub Committee • A Youth Recreation (skate park) Sub Committee • A Batlow Youth Advancement League • Ciderfest Sub Committee • Other Sub Committees as from time to time approved by Council.	Cr Cor Smit	An alternate delegate needs to be appointed	Community representatives	This committee meets monthly	
Camp Hudson Committee – <b>Remove from list as this is an Advisory committee to Council</b>	The purpose of the committee is to manage the Camp Hudson facility by; • Ensuring Compliance with the terms and conditions of	No delegate required but Council can choose to have a delegate on this committee	If Council decides to keep delegates on this committee	Nine Community representatives	Six-monthly	

Section 355 Committees	Committee Function	Council Delegate	Alternative Delegate	Other Delegate/ Members	Meeting Frequency	Notes
	<p>the Deed of Licence between Snowy Valleys Council and the Camp Hudson Management Committee.</p> <ul style="list-style-type: none"> <li>• Assist Snowy Valleys Council to comply with the terms and conditions of the Licence between the National Parks and Wildlife Services and Snowy Valleys Council.</li> </ul>		<p>an alternate will need to be elected</p>			
<p>Christmas in Tumut Committee – This is not a Section 355 committee of Council</p>	<p>The Christmas in Tumut Committee is a committee of Council responsive to community needs. The effectiveness of the committee depends on community support. The committee aims to:</p> <ul style="list-style-type: none"> <li>• Raise the profile of Christmas within the Shire;</li> <li>• To decorate the streets of Tumut in celebration of Christmas;</li> <li>• To work with businesses and organisations to make the Tumut CBD more festive.</li> </ul>	<p>No delegate required</p>	<p>No alternate delegate required</p>	<p>Five Community representatives who will liaise with Community Development staff</p>	<p>Quarterly</p>	
<p>Tumut Community Transport Service - This service is a business unit of Council and no delegate is required but Council can choose to have a delegate</p>	<p>This service provides transport for people in our Communities, who are <i>frail aged</i>, people who have a <i>disability</i>, and for their <i>carers</i></p>	<p>Council can choose to have a delegate on this committee - Cr John Larter</p>	<p>If Council decides to keep delegates on this committee an alternate will need to be elected</p>	<p>Community representatives</p>		<p>A proposal would this committee be for this committee to be consolidated with the Tumberumba Welfare committee and the Third Age committee to form SVC Welfare</p>

Section 355 Committees	Committee Function	Council Delegate	Alternative Delegate	Other Delegate/ Members	Meeting Frequency	Notes
						committee
Festival of the Falling Leaf	The purpose of the Working Party is to: <ul style="list-style-type: none"> <li>Plan, organise and deliver a quality annual festival event within an approved budget for the whole of the Tumut that provides a high value festival experience for both the community and visitors to the region.</li> </ul>	No delegate required for this committee but if Cr Benjamin wishes to remain on this committee an alternate should also be elected	If Council decides to keep delegates on this committee an alternate will need to be elected	Six Community representatives	Fortnightly	
Glenroy Heritage Reserve Committee	This Committee has the responsibility for the care, control and management of the Glenroy Heritage Reserve, including letting, cleaning, maintenance and operations and the purchase of furniture and furnishings. Management of the Pioneer Women's Hut – Sub Committee of Glenroy Heritage Reserve Committee	Cr Julia Ham	An alternate should be elected	Community representatives	The Committee meets quarterly	
Khancoban Community Committee with Sub Committees: Khancoban Op Shop Committee and Hall Committee KUVVA	Management of Khancoban Community Hall. Maintain management of hiring, bookings, key allocation, collection of money and supervisory cleaning after an event. To manage Community Hall and Bus. To	Cr Margaret Isselmann	Cr Julia Ham	Community representatives	Three times per year.	

Section 355 Committees	Committee Function	Council Delegate	Alternative Delegate	Other Delegate/ Members	Meeting Frequency	Notes
	fundraise from operations of an Opportunity shop in Khancoban for community benefit and Artisans Gallery By allowing the group to be a S.355 committee, Council will help to support: <ul style="list-style-type: none"> <li>• Participation in the community by residents</li> <li>• A more vibrant Khancoban town centre</li> </ul> A tourist attraction for visitors to the town.					
Montreal Theatre Committee Inc. - <b>Remove this committee from the Section 355 listing as it is an Incorporated body</b>	To control and conduct operations of staging drama, motion pictures other events of entertainment & community activities	<b>No delegate required</b>	<b>No delegate required</b>			
Mountain Landcare Committee - Tumbarumba	The group sees their core business, as: <ul style="list-style-type: none"> <li>• Conservation of existing high value areas; such as the Police Paddock</li> <li>• Rehabilitation of damaged high conservation value areas;</li> <li>• Weed Management;</li> <li>• Rubbish/litter removal and prevention, reuse and recycling;</li> </ul> To provide education about	Cr Julia Ham	<b>An alternate should be elected</b>	Director of Strategy Community and Development  Community representatives	Annually	

Section 355 Committees	Committee Function	Council Delegate	Alternative Delegate	Other Delegate/ Members	Meeting Frequency	Notes
	environmental issues, threats to beautiful natural environment; Energy and Waste management					
Rosewood Community Shed Committee	To manage the facility known as the "old fire shed" for the community of Rosewood. This building is leased by the Council and committee to assist with payment of ongoing costs	Cr Cor Smit	An alternate should be elected	Community representatives	Quarterly	
Talbingo Progress & Ratepayers Association	The objectives of the Committee is: 1. To provide civic leadership to the Talbingo community 2. To stimulate the ongoing economic community, social and cultural prosperity of the community of Talbingo and its environs	Cr Margaret Isselmann	An alternate should be elected	Community representatives	This Committee meets monthly	
Tooma Recreation Reserve Committee	Management of Tooma Reserve and Tooma Gymkhana	Cr Bruce Wright	An alternate should be elected	Community representatives	Annually	
Tumbafest Committee	The role of the Tumbafest Section 355 Committee is to deliver a successful festival.	Cr Julia Ham	An alternate should be elected	Tumbafest Coordinator and Tourism Promotions Officer	This committee meets monthly	

Section 355 Committees	Committee Function	Council Delegate	Alternative Delegate	Other Delegate/ Members	Meeting Frequency	Notes
Tumbarumba Airfield Committee	This Committee manages the operation of the Tumbarumba Authorised Landing Area.	Cr Bruce Wright	An alternate should be elected	Community representatives Director of Assets and Infrastructure	This committee meets on an as needs basis	
Tumbarumba Friends of the Library	To assist and encourage enhancement of the Tumbarumba Library and to raise funds to assist in the development of resources within the library.	Cr Cor Smith	An alternate should be elected	Community representatives/ Division Manager Community Services (or delegate)	Monthly	
Tumbarumba Historical Society	The Society's aim is to preserve Tumbarumba and district's history and the management and running of the Tumbarumba Museum	Cr Bruce Wright	An alternate should be elected	Community representatives	This committee meets on an as needs basis	
Tumbarumba Men's Shed	To manage the facility known as the Tumbarumba Men's Shed	Cr Bruce Wright	An alternate should be elected	Community representatives	Monthly	
Tumbarumba RSL Memorial Hall Management Committee	Management of the RSL community Hall and facilities	Cr Bruce Wright	An alternate should be elected	Division Manager Assets (or delegate)	Meetings may be held as often as necessary but must be held at least quarterly	
TumbaTrek Committee	Tumbatrek was originally initiated in 1985 by the then Deputy Prime Minister and Member for Farrer, Tim Fischer.	Cr Bruce Wright Cr Julia Ham Cr Margaret Isselmann	An alternate should be elected	General Manager and delegate	Meetings as required leading up to Tumbatrek event	The purpose of this committee can be endorsed in its current form, reviewed to allow for the event to cover

Section 355 Committees	Committee Function	Council Delegate	Alternative Delegate	Other Delegate/ Members	Meeting Frequency	Notes
	<p>It went into recess in 2007 and was revived by the Member for Riverina, Michael McCormack MP in 2012. Politicians, members of organisations and community members are invited each year to take part in the Trek. Tumbatrek involves a gentle day's trekking in some of the most scenic parts of the former Tumbarumba Shire LGA with outstanding vistas close to some magnificent Upper Murray streams. The aim is to highlight the tourism aspect and provide an opportunity for informal discussion about issues that are important to rural people.</p>					<p>the whole of the Snowy Valleys Council area or the committee can be disbanded.</p>
<p>Tumbarumba Musicians and Dramatic Arts Group – Includes Tumbarumba Youth Choir, Tumbarumba Pipes and Drums</p>	<p>Umbrella committee for arts and dramatic groups including Tumbarumba Youth Choir and Tumbarumba Pipes and Drums</p>	<p>Cr Julia Ham</p>	<p>An alternate should be elected</p>	<p>Community Representatives</p>	<p>Every three Months.</p>	

**8. GOVERNANCE AND FINANCIAL REPORTS**

8.3 DELEGATION OF AUTHORITY TO SIGN "STATEMENT BY COUNCIL ON ITS OPINION OF THE ACCOUNTS" FOR THE 2016/17 ANNUAL FINANCIAL STATEMENTS

Author: AMANDA SUTTON

Responsible Manager: ROBYN HARVEY

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Purpose of Report:

For the Council to resolve to delegate authority to the Mayor, a Councillor, General Manager and Responsible Accounting Officer to sign the 'Statement by Council on its opinion of the Accounts for 2016/17'.

Recommendation:

That in accordance with Section 413 of the Local Government Act, and subject to endorsement from the Internal Audit Committee, Council resolve:

- 1 That its 2016/17 Annual Financial Statements are in accordance with:
  - a. The Local Government Act 1993 (as amended and the Regulations made there under);
  - b. The Australian Accounting Standards and Professional Procurements;
  - c. The Local Government Code of Accounting Practice and Financial Reporting;
  - d. That they present fairly the Council's 2016/17 operating result and financial position;
  - e. That the accord with Council's accounting and other records; and
  - f. That Council is not aware of any matter that would render this report false or misleading in any way.
- 2 To delegate authority to the Mayor, Deputy Mayor, General Manager and the Responsible Accounting Officer to sign the 'Statement by Council on its Opinion of the Accounts' (clause 215 of the Local Government General Regulation).
- 3 That the General Manager be 'authorised to issue' the 2016/17 accounts immediately upon receipt of the auditor's report.
- 4 To invite Council's Auditor to attend the November Ordinary Council Meeting to present the 2016/17 Financial Reports.

## Report:

Sections 413 to 421 of the Local Government Act relate to the Council's annual reporting requirements.

Council is required to submit its audited annual financial statements for the financial year ending 30 June 2017 to the Office of Local Government by 31 October 2017.

Section 413 requires that Council must provide an opinion on its financial report by way of a statement attached to the reports. The content of the statement is specified in the Local Government (General) Regulation, as follows:

### 19 Statement by a Council on its annual reports

- (1) The statement required by section 413 (2) (c) of the Act must:
  - (a) Be made by resolution of the Council, and
  - (b) Be signed by:
    - (i) The Mayor, and
    - (ii) At least one other member of the Council, and
    - (iii) The responsible accounting officer, and
    - (iv) The General Manager (if not the responsible accounting officer).
  
- (2) The statement must indicate :
  - (a) Whether or not the Council's annual financial reports have been drawn up in accordance with:
    - (i) The Local Government Act 1993 (as amended) and the Regulations made thereunder,
    - (ii) The Australian Accounting Standards and professional pronouncements; and
    - (iii) The Financial Statement Guidelines for NSW Councils.
  - (b) Whether or not those reports present fairly the Council's financial position and operating result for the year, and
  - (c) Whether or not those reports accord with the Council's accounting and other records, and
  - (d) Whether or not the signatories know of anything that would make those reports false or misleading in any way, and include such information and explanations as will prevent those reports from being misleading because of any qualification that is including in the statement.
  
- (3) The Council must ensure that the statement is attached to the relevant annual financial reports.

The recommendation is in accordance with the requirements of the Act and regulation.

Crowe Horwath has reviewed the financial statements and assisting the Auditor-General for NSW. The Auditor-General of NSW was given the mandate to conduct performance audits of a Council as part of the Phase 1 amendments to the Local Government Act 1993.

Options

Nil

Budget Implications:

Nil

Legal/Statutory Implications:

As detailed in report

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

Nil

Attachments

Nil

**9. MANAGEMENT REPORTS**

## 9.1 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2017

Author: DAVID ABER

Responsible Manager: DAVID ABER

Purpose of Report:

To provide the Council details of the annual LG NSW Conference to be held in Sydney and to advise the Council it now is entitled to have two voting delegates for the motions and the board election at the Conference.

The Council needs to decide who will be attending the Conference and who will be nominated as voting delegates.

Recommendation:

- 1. That two voting delegates be nominated for the 2017 LG NSW Conference.**
- 2. That the Council determines if any other Councilors will be permitted to attend the Conference.**

Report:

LG NSW is the peak representative body for local Government in NSW. The annual Conference considers motions from the member Councils that will formulate the agenda for the President and Board members to discuss and negotiate on policy matters and to advise on decisions being made by the State and Federal Governments that affect local government in NSW.

The Conference also receives presentations from senior politicians from the state government and industry leaders. A copy of the program for this year's Conference is attached for the Councilor's information.

The Council is entitled to have two voting delegates registered for the Conference and the voting delegates are required to be registered by midnight on the 1<sup>st</sup> November 2017. A decision needs to be made at today's meeting on who the voting delegates will be.

Options

The Council has the option of not being represented at the Conference. However, the Conference provides information on key matters affecting Local government in NSW and the Council is entitled to voting on motions and board membership and would not be exercising its input into the decisions of the Conference.

Budget Implications:

The costs of registration is \$899 for the two early bird registrations reserved and any additional Councilors will cost \$999 for registration. Accommodation and travel costs will be in addition to this amount, estimated to be \$1100 per Councilor. Funding has been allocated within the budget for attendance at the Conference. There is a current budget of \$17,000 for Conference expenses and \$13,000 for travel and accommodation expenses.

Legal/Statutory Implications:

Nil

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

- 1 Draft Conference Program



## Local Government NSW Annual Conference 2017

**Monday 4 – Wednesday 6 December 2017**

Main conference venue is Hyatt Regency Sydney, 161 Sussex Street Sydney

This program is correct at the time of publication; speakers and program details may have changed due to unforeseen circumstances.

### DRAFT PROGRAM (as of 12 October 2017)

MONDAY 4 December	
11.00am – 4.00pm	Bump in sponsors to set up trade exhibition
2.00pm – 4.45pm	Registration opens in foyer entrance to main ballrooms
3.00pm – 4.00pm	Two optional concurrent briefing sessions. Coming together post-amalgamation: lessons and next steps three case studies <b>Peter Tegart</b> , Former Interim General Manager, Queanbeyan Palerang Regional Council <b>Gail Connolly</b> , General Manager, Georges River Council <b>Mike Eden</b> , Former Administrator, Federation Council  or  Elected life and good governance: building your capabilities. A session for new councillors <b>Susan Benedyka</b> , Chief Executive Officer, Rural and Regional Community Development
4.00pm – 5.00pm	Sessions repeated above
5.00pm – 7.00pm	<b>President's Opening Reception</b> in Maritime Ballroom in the trade exhibition
TUESDAY 5 December – Business Session Day 1 / Grand Ballroom/Maritime Ballroom	
7.30am – 5.00pm	Registration opens
8.00am – 9.00am	Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors (Voting for all positions at the one time) in Wharf 3, 4 and 5 (rooms)
8.15am – 9.00am	Distribution of voting materials and electronic handsets  Trade exhibition opens in Maritime Ballroom
9.15am – 9.45am	<b>Address from The Hon Gladys Berjiklian MP</b> , Premier of New South Wales
9.45am – 11.00am	<b>Address from Cr Keith Rhoades AFSM</b> , President, LGNSW  <b>Opening of the Federal Conference</b> , chaired by <b>Cr Keith Rhoades AFSM</b> including demonstration of voting units, adoption of standing orders, presentation of

	<p>the auditor's report, general financial report and operating report to members. Business session and consideration of motions.</p> <p><b>Opening of the State Conference</b>, chaired by <b>Cr Keith Rhoades AFSM</b> including adoption of standing orders. Presentation of the auditor's report, general financial and operating report to members.</p> <p>Business sessions and consideration of motions.</p>
11.00am – 11.30am	<p>Morning tea in trade exhibition area Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors</p>
11.30am – 1.00pm	<p>Consideration of Conference business continued, chaired by the President</p>
1.00pm – 2.00pm	<p>Lunch in trade exhibition Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors</p>
2.00pm – 3.30pm	<p>Consideration of Conference business continued, chaired by the President</p>
3.30pm – 4.00pm	<p>Afternoon tea in trade exhibition area Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors Voting closes</p>
4.00pm – 5.30pm	<p>Consideration of Conference business continued, chaired by the President Collection of all electronic handsets and motions voting cards Conference business session closes</p>
5.30pm – 6.30pm	<p>Delegate networking function in trade exhibition area</p>
6.30pm	<p>Trade exhibition closes. Free night for delegates.</p>
<b>Wednesday 6 December– Business Session Day 2 / Grand Ballroom/Maritime Ballroom/Wharf rooms</b>	
7.30am – 5.00pm	<p>Registration opens</p>
7.30am – 8.45am	<p><b>Australian Local Government Women's Association (ALGWA NSW) Breakfast</b> Special Guest Speaker <b>Rhoda Roberts</b>, Head of First Nation Programming, Sydney Opera House, Festival Director Boomerang, will speak on Accessing and Creating Relationships with Your Local Community.</p>
8.00am – 5.30pm	<p>Trade exhibition open in Maritime Ballroom</p>
9.00am – 9.05am	<p>Introduction by <b>Ellen Fanning</b>, Master of Ceremonies</p>
9.05am – 9.20am 9.20am – 9.35am	<p><b>Address from The Hon Gabrielle Upton MP</b>, Minister for Local Government Facilitated questions from the conference to the Minister</p>
9.35am – 10.05am	<p><b>Keynote: Dr Jonathan Carr-West</b>, Chief Executive, Local Government Information Unit UK presents on Transforming Local Government</p>
10.05am – 10.30am	<p>Morning tea in trade exhibition area</p>
10.30am – 10.45am 10.45am – 11.00am	<p><b>Address from The Hon Peter Primrose MLC</b>, Shadow Minister for Local Government Facilitated questions from the conference to the Shadow Minister</p>

11.00am – 11.15am	<b>Address</b> from <b>The Hon Melinda Pavey MP</b> , Minister for Roads, Maritime and Freight
11.15am – 11.30am	<b>Address</b> from <b>Carolyn McNally</b> , Secretary of the Department of Planning and Environment, on Housing Affordability and Partnerships with Councils.
11.30am – 11.40am	<b>MC</b> to facilitate Q and A to both speakers (10 mins only)
11.40am – 12.10pm	<b>Address</b> from <b>Stuart Reeve</b> , Managing Director, Micromex Research and Consulting on Community Perceptions of Local Government
12.10pm – 12.30pm	<b>Presentation</b> of the AR Bluett Awards (20 mins)
12.30pm - 12.40pm	<b>Address</b> from <b>Cr Keith Rhoades AFSM</b> , LGNSW President on Association Initiatives
12.40pm – 12:50pm	<b>Treasurer's Report</b>
12.50pm – 1.40pm	Lunch in the trade exhibition area General Managers Lunch sponsored by StateCover: a short update from StateCover, Local Government Super and LGP (30 mins)
<b>1.40pm – 3.10pm</b>	<b>MOVE TO CONCURRENT SESSIONS</b>
<b>Environment and Planning</b>  1.40pm – 1.45 intro 1.45pm – 2.05pm 2.05pm – 2.10 intro 2.10pm – 2.30pm 2.30pm – 2.35intro 2.35pm – 2.55pm 2.55pm – 3.10pm Q and A	Stream facilitated by <b>Sarah Gardner</b> , Executive Director Waste and Resource Recovery, Environment Protection Authority (EPA).  <ul style="list-style-type: none"> <li>• <b>Dr Bruce Christie</b>, Deputy Director General, Biosecurity and Food Safety, Department of Primary Industries on The biosecurity framework and shared responsibilities</li> <li>• <b>Phoebe Ashe</b>, Unit Head, Container Deposit Scheme Implementation Team, Environment Protection Authority on Introducing a Container Deposit Scheme</li> <li>• <b>Tom Celebrezze</b>, Director Biodiversity Policy, Office of Environment and Heritage on Biodiversity reforms and Local Government</li> </ul>
<b>Infrastructure and Economics</b>  1.40pm – 1.45 intro 1.45pm – 2.05pm 2.05pm – 2.10 intro 2.10pm – 2.30pm 2.30pm – 2.35intro 2.35pm – 2.55pm 2.55pm – 3.10pm Q and A	Stream facilitated by <b>Place Design Group</b> .  <ul style="list-style-type: none"> <li>• <b>Greg Dyer</b>, General Manager City of Parramatta, Case study on the Redevelopment of Parramatta Square</li> <li>• <b>Susie Matthews</b>, Director Small Business Engagement, NSW Department of Industry on In Support of night-time economies</li> <li>• <b>Sean Gordon</b>, Chief Executive Officer, Darkinjung Local Aboriginal Land Council on Building local economies and the economic development of aboriginal lands</li> </ul>

<b>People and Communities</b>  1.40pm – 1.45 intro 1.45pm – 2.05pm 2.05pm – 2.10 intro 2.10pm – 2.30pm 2.30pm – 2.35intro 2.35pm – 2.55pm 2.55pm – 3.10pm Q and A	Stream facilitated by TBC. <ul style="list-style-type: none"> <li>• <b>Jody Broun</b>, Director NSW/ACT, Red Cross on Disaster Preparedness – council's building resilience with their communities in times of natural disaster or accident</li> <li>• <b>Wendy Waller</b>, Mayor and <b>Shabnam Bhana</b>, Community Development Worker, Liverpool City Council, and <b>Cr Greg Conkey</b>, Mayor, Wagga Wagga City Council on Refugee Resettlement</li> <li>• <b>Mary Barry</b>, Chief Executive Officer, Our Watch on the national framework for preventing violence against families and women</li> </ul>
<b>3.10pm – 3.20pm</b>  3.20pm – 4.00pm  4.00pm – 4.30pm	<b>RETURN TO PLENARY SESSION AND CLOSE OF CONFERENCE</b>  <b>Keynote: Annabel Crabb</b> , Walkley Award winning journalist on 'What the community wants and expects from government; what local government can learn from the international, national and state experience; and what it means for local government in the future'.  Afternoon tea and delegate networking function in trade exhibition area
<b>7.30pm – 11.00pm</b>	<b>CONFERENCE DINNER, Grand Ballroom Hyatt Regency</b> (in the conference room)
7.30pm 7.45pm 8.00pm 8.10pm 8.35pm 9.35pm 11.00pm	Doors open Delegates seated and entrée served LGNSW President introduces Elite Sponsor, StateCover Mutual Limited LGNSW President and Elite Sponsor present the Outstanding Service Awards Presentation of the Heart Foundation Local Government Awards National Winner by CEO Kerry Doyle (invited) Main course served Entertainment and dancing Function finishes
<b>CLOSE OF CONFERENCE</b>	

This program is correct at the time of publication. Speakers and program details may change due to unforeseen circumstances.

**9. MANAGEMENT REPORTS**

## 9.2 PROPOSED CROWN ROAD CLOSURE

Author: GLEN MCGRATH

Responsible Manager: MATT CHRISTENSEN

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Purpose of Report:

To consider a request by the Department of Lands to close part of a Crown Road.

Recommendation:

**That Council support the closure of public roads outlined in Cluster 583664 and 583573.**

Report:

Council has received an application from the Department of Lands for the closure of the Crown Roads as indicated on the attached maps. Roads are not always constructed on these corridors and the Lands Department is proposing to sell these portions of land. Council has 28 days to reply to the request.

CL583664 is located on the eastern side of the Maragle Creek Road. There are no formed roads on this section and endorsement of the closure will not result in isolation of any properties or parcels with subdivision potential.

CL583573 is located on at the far end of Fairview Road in the Tumorrana area. There are no formed roads on identified sections with an easement existing for the provision of the Council Road. The closure of these road corridors will not inhibit future development as if subdivision be undertaken, facilitation of access would be a requirement, and it is owned by the one Ratepayer. The Abercrombie Galleries Pty Ltd parcel is planted with *radiata* pine with access formed and established via the adjacent Forestry Corporation Land.

Options

- a) That Council approve the closures
- b) That Council not approve the closures
- c) The Council support the recommendations

Budget Implications:

Nil

Legal/Statutory Implications:

Council currently has no policy regarding the approval to close public roads.

Risk Management - Business Risk:

Nil

Risk Management - WHS and Public Risk:

Nil

Council Seal:

No

Attachments

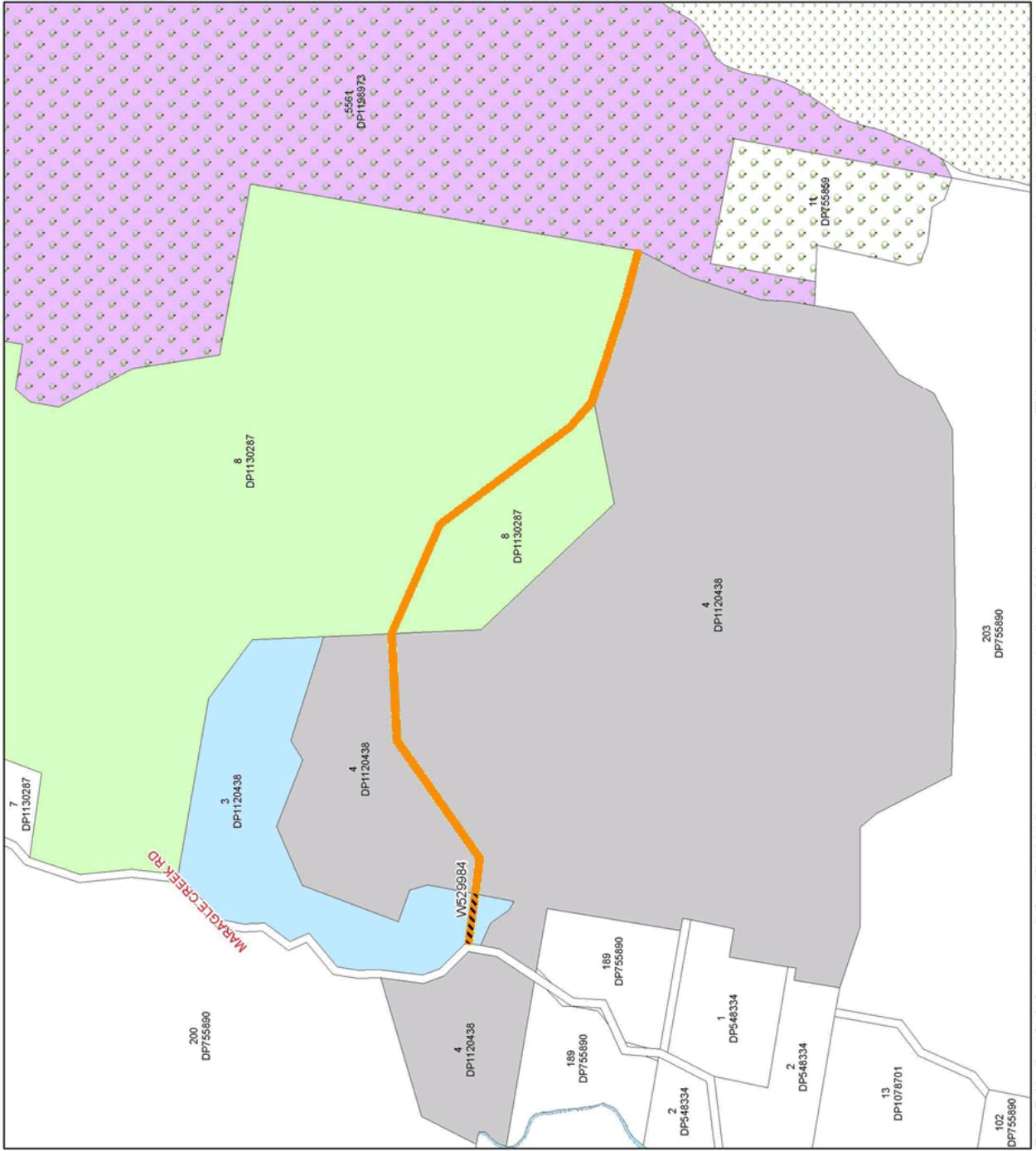
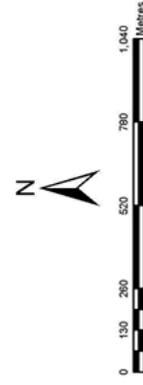
- 1 Proposed Road Closure Map

Case Officer: JF-KENICH Date: 26/04/2017 File ref: 17/04898

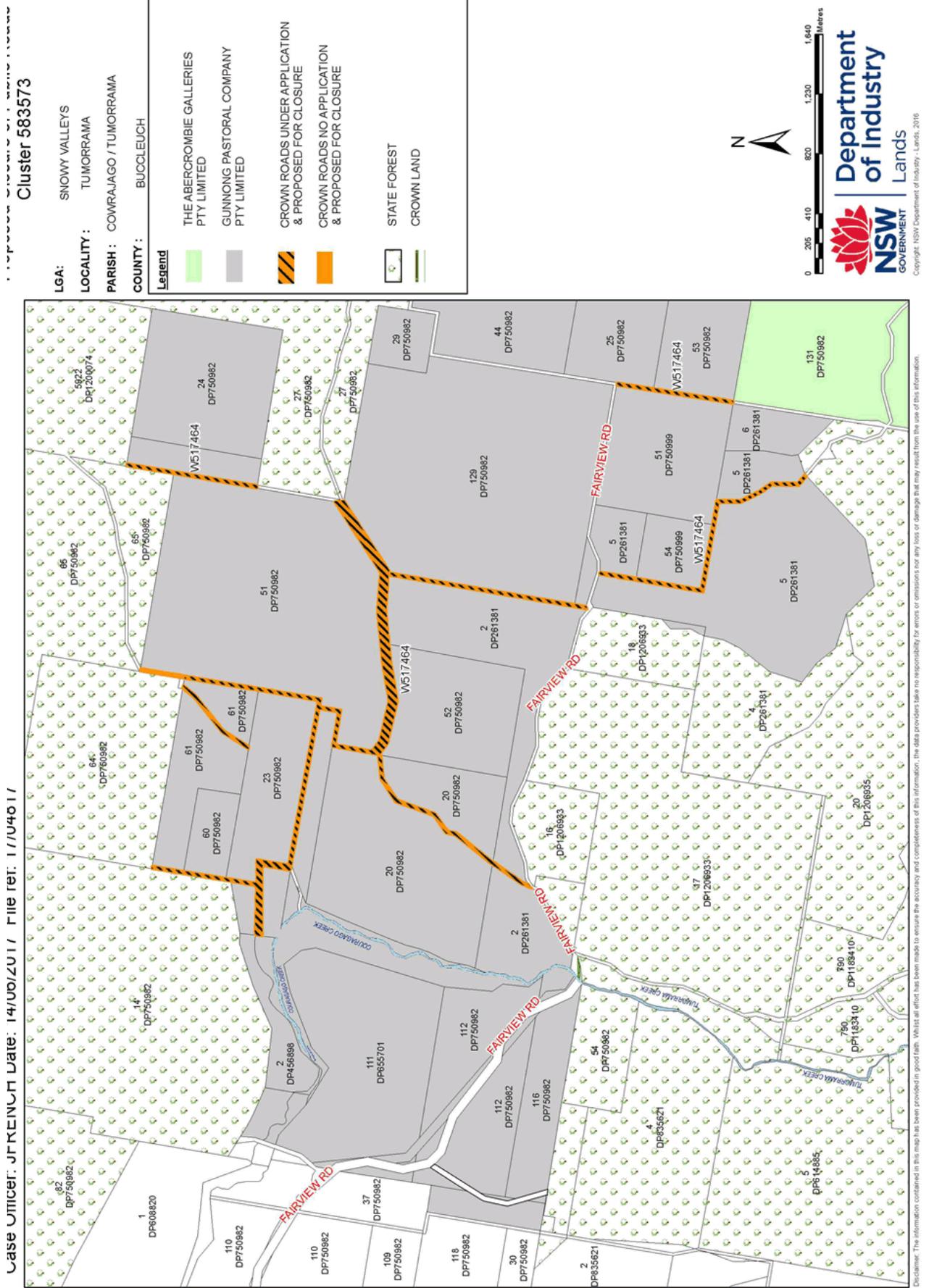
LGA: SNOWY VALLEYS  
 LOCALITY: TOOMA  
 PARISH: TOOMA  
 COUNTY: SELWYN

**Legend**

- SOUTHERN CROSS FORESTS PTY LTD
- THE STATE OF NEW SOUTH WALES
- SOUTHERN CROSS FORESTS PTY LTD
- ANDREW FRANCIS MOERS & JAMIE FRANCES MOERS
- CROWN ROADS UNDER APPLICATION & PROPOSED FOR CLOSURE
- CROWN ROADS NO APPLICATION & PROPOSED FOR CLOSURE
- NATIONAL PARK
- STATE FOREST



Disclaimer: The information contained in this map has been provided in good faith. Whilst all effort has been made to ensure the accuracy and completeness of this information, the data providers take no responsibility for errors or omissions nor any loss of damage that may result from the use of this information.



**9. MANAGEMENT REPORTS**

## 9.3 DECLARATION OF ALCOHOL FREE ZONES

Author: GUS COX

Responsible Manager: GUS COX

Purpose of Report:

The Alcohol Free Zones (AFZs) in Adelong, Batlow and Tumut expired on July 1, 2017. The re-establishment of these and two additional zones has been undertaken in accordance with *Ministerial Guidelines on Alcohol Free Zones* and a resolution of Council is now required to declare the AFZs.

Recommendation**That Council:**

1. Resolves to declare Alcohol Free Zones for a period of four (4) years at:
  - a) Adelong: Tumut Street, Campbell Street, Neil Street, Havelock Street, Lockhart Street. (Remove Victoria Hill Road in the town of Adelong);
  - b) Batlow: Weemala Lookout (all of the Lookout area from the junction of the access road and carpark);
  - c) Batlow: Central Town area including the following roads - Selwyn Street from Tumbarumba Road to Pioneer Street, then Pioneer Street to Reedy Street, then Reedy Street to Tumbarumba Road, then Tumbarumba Road to Selwyn Street;
  - d) Tumut: CBD main streets - Wynyard Street between Fitzroy and Capper Streets. Russell Street between Richmond and Merivale Streets;
  - e) Tumut: (NEW) Elm Drive from the racing stables to the Tumut Showgrounds parking area and boat launch inclusive;
  - f) Tumut: (NEW) Alcohol Free and Alcohol Prohibition Zone - Car Park, Skate park and children's play area to public toilets and picnic area of Bull Paddock adjacent to Fitzroy Street;
  - g) Tumut: Alcohol and Alcohol Prohibition Zone - Kells Lane at the Little River Bridge, excluding private land;
2. Commit a \$6,000 budget to the replacements of signage;
3. Advertise the declaration of the Alcohol Free Zone in accordance with the provisions of Section 644B(3) of the Local Government Act 1993.

Report:

The Local Government Act 1993 provides the legislative powers for local councils to establish AFZs to promote the safe use of roads, footpaths and public car parks. There are also provisions under the Act to establish Alcohol Prohibition Zones (APZs) in parkland to

reduce anti-social behaviour caused by public drinking. The object of the zones are to act as an early intervention measure to prevent the escalation of irresponsible public drinking to incidents involving serious crime.

In 2013 Council declared a number of AFZs as well as APZs. These zones expired on 1 July 2017. The details of the zones remain unchanged from 2013-2017. It is proposed to re-establish these zones for an additional 4 year period.

With respect to restrictions on the consumption of alcohol at Little River and Fitzroy Street picnic areas, and the children's playground, specific hours of 8PM to 10AM are proposed, rather than a 24hour continuous ban in order to enable law abiding citizens to consume alcohol at picnics and BBQs which are frequent activities in this area.

The proposal on the re-establishment of most of the current zones and the additions of two new zones has been developed in accordance with the *Ministerial Guidelines on Alcohol Free Zones (Feb 2009)*. The following public consultation process has been carried out:

1. Publish of notice of proposal of AFZs in newspaper – Published on July 14, 2017 in the Tumut and Adelong Times.
2. Allow inspection of the proposal and invite representations or objections within 30 days of publication - This was undertaken from July 14 to August 14, 2017, with no submissions received.
3. A copy of the proposal was sent to the Police Local Area Commander and to each relevant police station affected. The Police Local Area Commander, Christopher Schilt has indicated his support for the proposed zones as an additional tool to address alcohol-related related crime and notes that, if approved, Police will be in a position to enforce it. He has discussed the matter with the Local (Tumut) station commander who also supports the document and the re-establishment of AFZs with no changes from the previous zones.
4. Copy sent to liquor licencees and clubs whose premises border on or adjoin the proposed zones- Hand delivered by Council's Ranger. No submissions received.
5. Copy sent to any known organisation representing or able to speak on behalf of an identifiable Aboriginal group. Hand delivered by Council's Ranger to the Brungle-Tumut Land Council. No submissions received.

### Options

1. Declare a proposed Alcohol Free Zones, as per this report
2. Amend a proposed Alcohol Free Zones
3. Not declare an Alcohol Free Zones

### Budget Implications:

The estimate cost is \$6,000. This cost to include:

- Costs associated to consistent AFZ signs and area activity prohibition signs (little river and children's playground). Approximately 75 signs would be needed.

- Cost of poles brackets required to permanently affix signs in some areas where sign vandalism is high due to temporary nature of sign posts and support brackets
- Installation and labour costs.

Estimated cost per sign is \$30.00 per sign, \$50.00 per post required and \$25.00 per sign labour. (65 AFZ signs and 10 Sect 632 signs totalling \$4,125), and at least 17 post installations (totalling \$1,785).

#### Legal/Statutory Implications:

The process for establishing AFZ's is set out in the provisions of Sections 642 to 649 of the Local Government Act 1993. Under these sections, proposed AFZ's may comprise either or both of the following:

1. Public road or part public road; or
2. Public place that is a car park or part of a car park.

Under Section 632 of the Act, notices may be erected in these parks and reserves prohibiting the taking of or consumption of alcohol within those parks or reserves during specified hours. These signs however, cannot state that an area is an "alcohol-free zone" under Section 632.

#### Risk Management - Business Risk:

Nil

#### Risk Management - WHS and Public Risk:

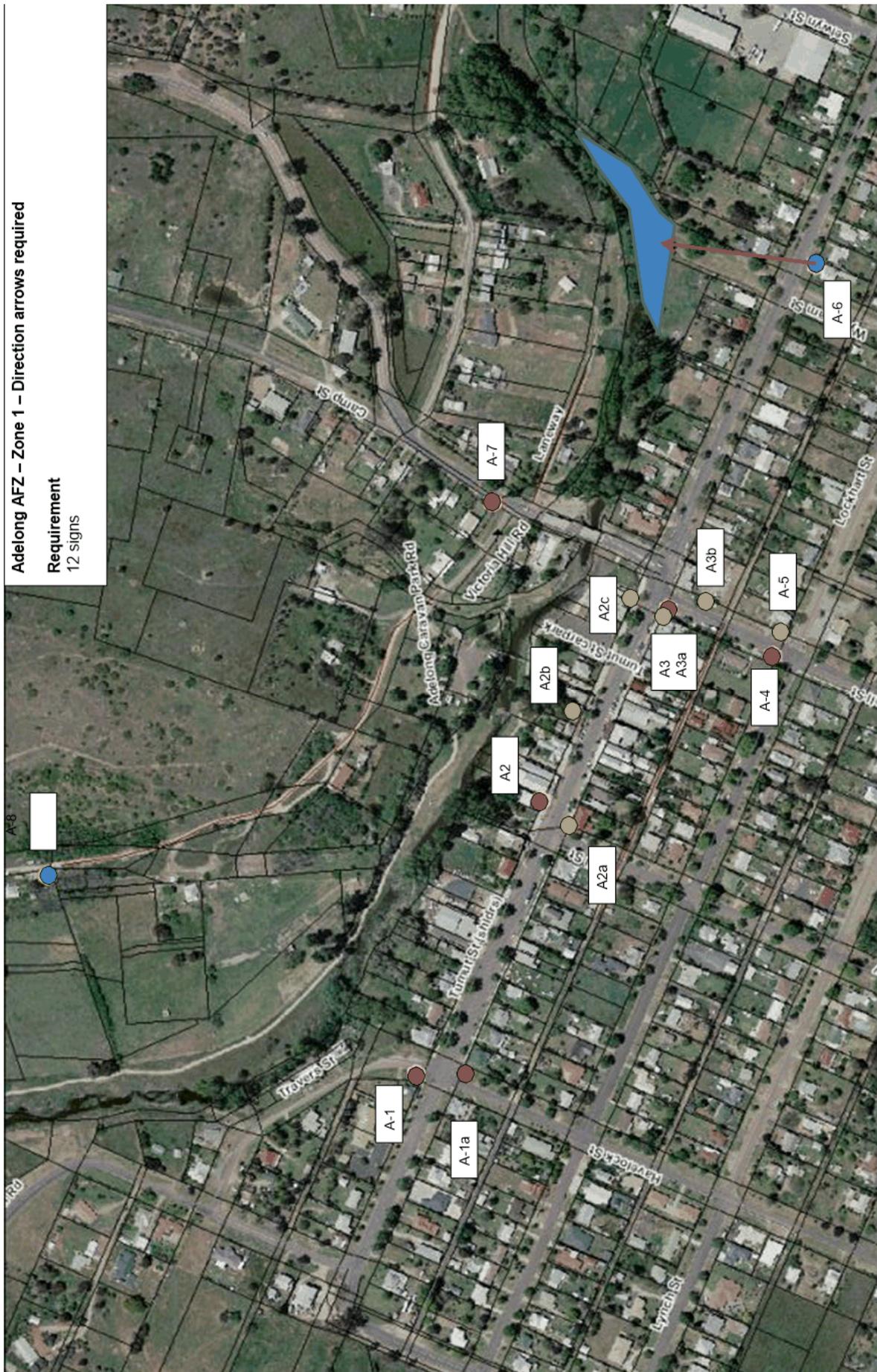
Signage would be replaced by Council employees in accordance with Council WHS policy.

#### Council Seal:

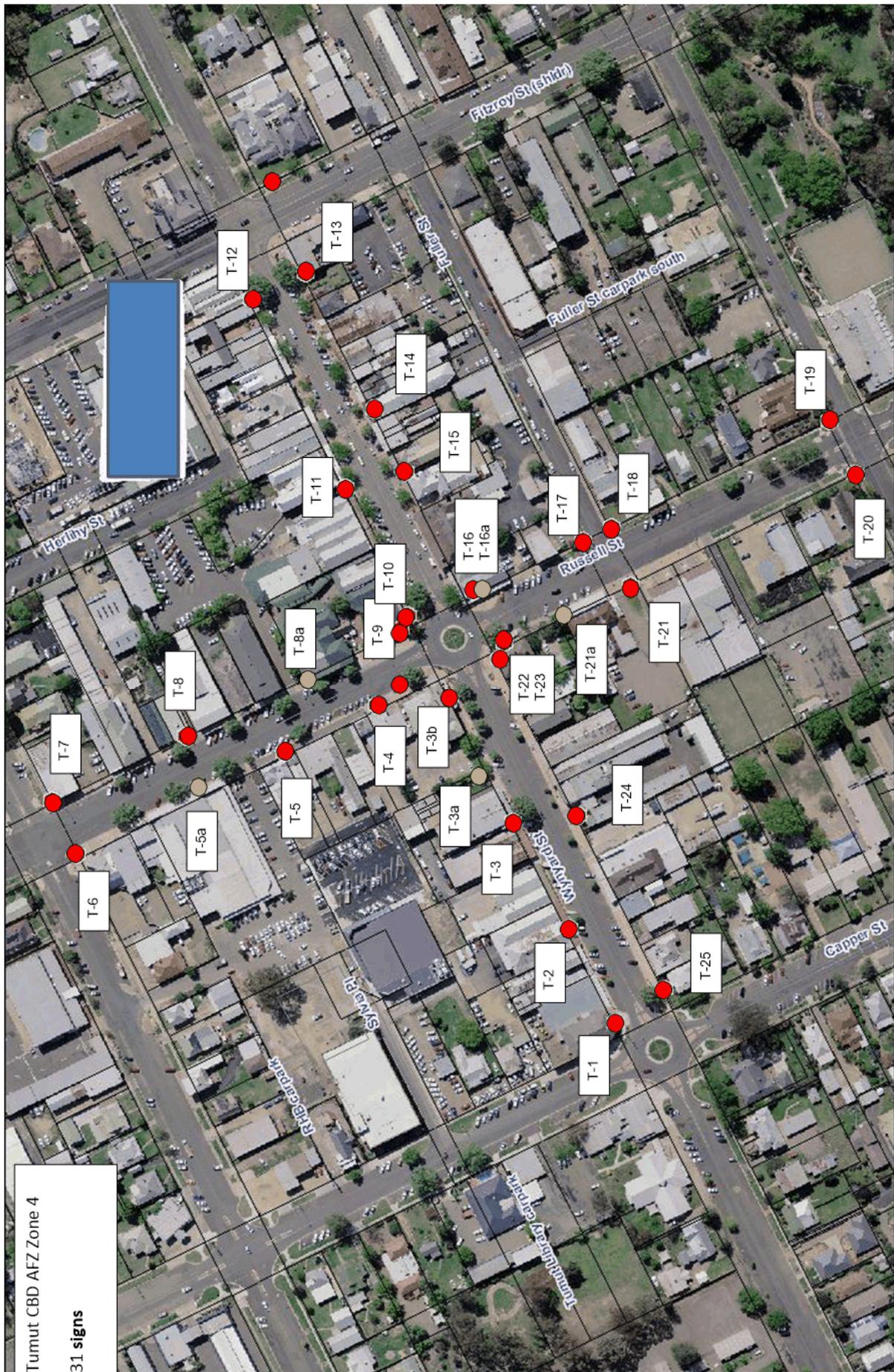
Not required.

#### Attachments

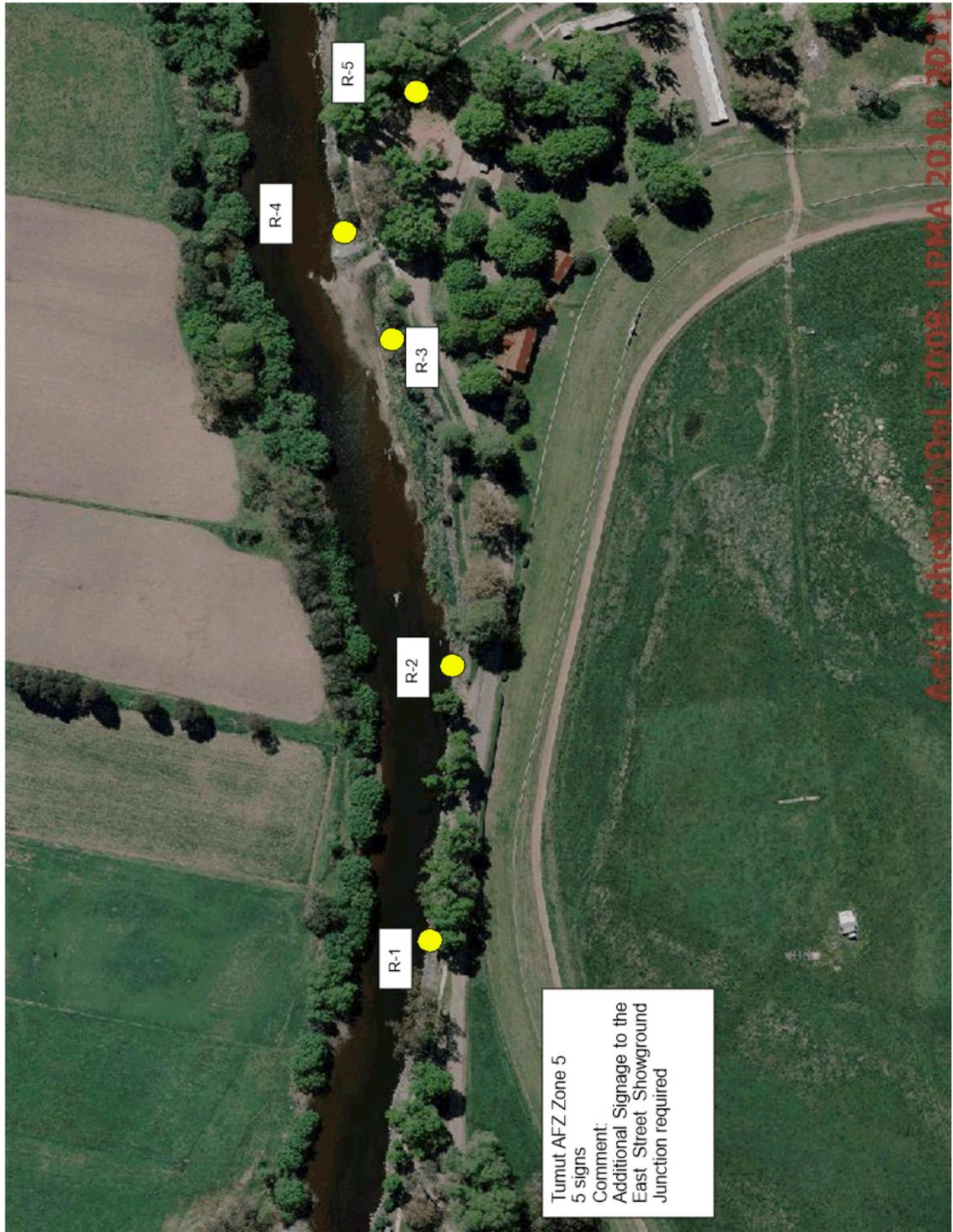
- 1 AFZ Maps





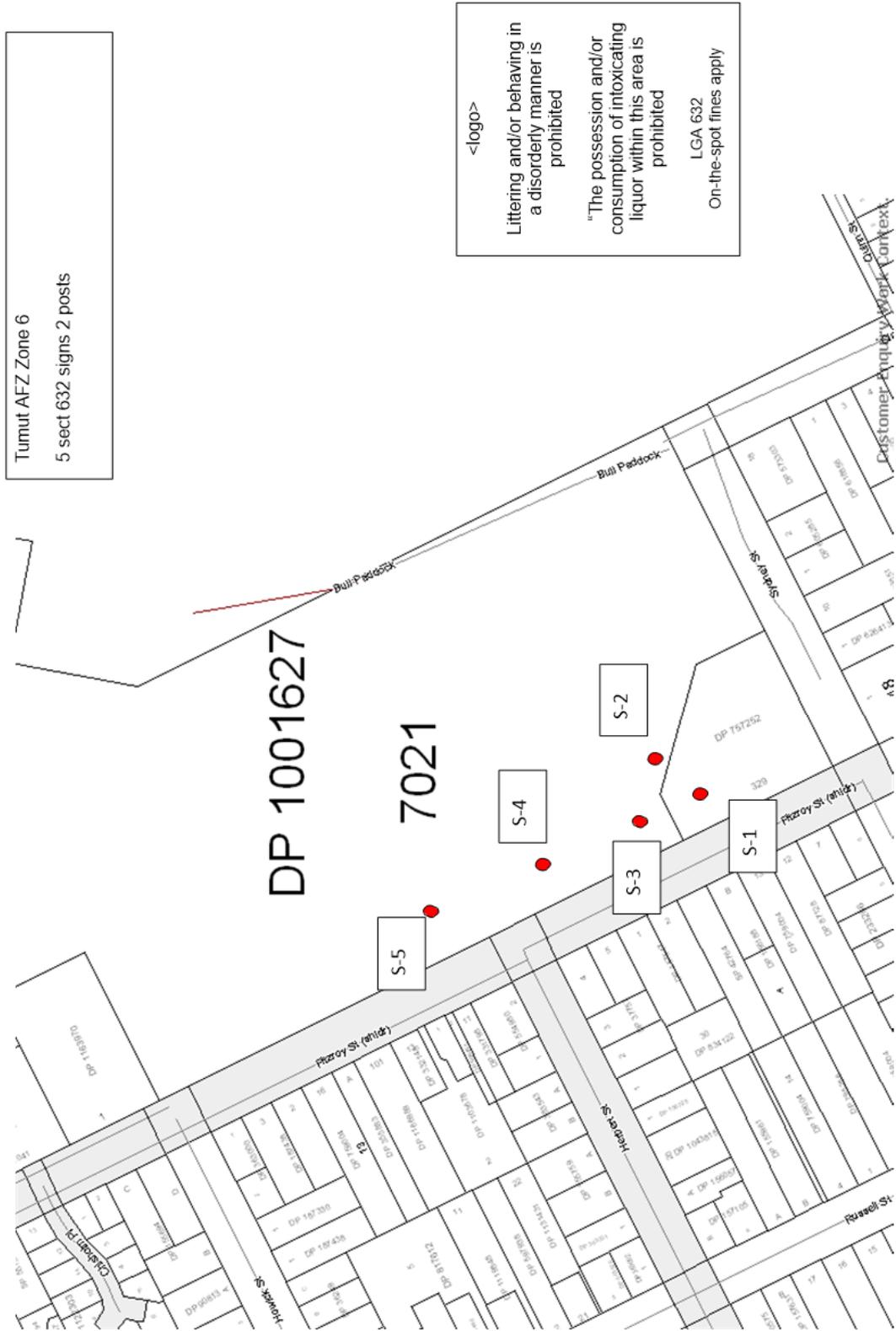


**Zone 5 Tumut (NEW) - Elm Drive from the racing stables to the Tumut Showgrounds parking area and boat launch inclusive**



**Zone 6 Tumut (NEW)**

- Car Park, Skate park and children's play area to public toilets and picnic area of Bull Paddock adjacent Fitzroy Street.



**Zone 7 Little River Bridge - Zone finalisation not finished as area is under development assessment**

- Car Park, and public footpath areas surrounding bridge are expected –



- This area is recommended for a Sec 632 prohibition area rather than an AFZ

Littering and/or behaving in a disorderly manner is prohibited

The possession and/or consumption of intoxicating liquor within this area is prohibited between the hours of 8 pm and 10 am.

LGA 632  
On-the-spot fines apply



**9. MANAGEMENT REPORTS**

## 9.4 TOURISM ADVISORY COMMITTEE

Author: GEORGIA MACDOUGALL

Responsible Manager: GUS COX

Purpose of Report:

At its September 2017 meeting Council resolved:

*That a report relating to the formation of a Tourism Advisory Committee be brought back to Council*

This report considers the formation of a Tourism Advisory Committee (TAC) for Snowy Valleys Council (SVC) and the possible consolidation of existing Section 355 Committees into an 'umbrella' committee.

Recommendation:That:

- 1. Council defers the formation of a Tourism Advisory Committee until the draft Destination Management Plan is issued in January 2018. This plan will specifically address whether a Tourism Advisory Committee is required and the structure and purpose of this committee;**
- 2. All existing Section 355 Committees that relate to tourism be retained in their current form.**

Report:

SVC is currently undertaking its Destination Management Plan (DMP). This is being carried out by specialist tourism consultants, Urban Enterprises. The Snowy Valleys DMP will become the key strategic document for tourism in our region for the next four years, providing a blueprint for future tourism growth and investment. A key deliverable of this plan is:

"An outline of the governance model for tourism in the context of Snowy Valleys Council and the roles and responsibilities of the key governing bodies including Council, the Visitors Centres, Development/Progress Associations and any localised tourism committees."

A draft report will be put on public display for comment in January 2018.

A Councillor workshop with the DMP consultants has been scheduled for Thursday 9<sup>th</sup> November 2017. The community will also be invited to have input into this plan, which will embed into Council's IP&R suite of documents and will guide the work plans of Council's tourism staff.

Council tourism staff are aware that there is a strong desire from both the community and elected officials for a TAC.

A TAC will play a critical governance role in Council's tourism activities. For a TAC to add value and provide expert advice in relation to Council's strategic tourism direction, the following considerations should be taken into account:

- Terms of reference – there should be a clear purpose and criteria for membership. The composition of the committee should work for the benefit of tourism operators across the whole council area and include a range of expert industry representatives.
- Structure - a smaller committee, e.g. 6 industry representatives and 2 councillors prevents the committee from becoming unwieldy.
- Frequency of meeting dates – Most tourism businesses are primarily focused on their business. Meetings are also resource-intensive in terms of staff/councillor time. It is suggested that a tourism advisory committee meets on a quarterly basis to provide high level strategic input to council's tourism activities.

The councillor workshop in November will provide the opportunity for discussion with the DMP consultants regarding the need and potential structure of a TAC. It is recommended that the decision on the establishment and structure of a TAC be deferred until DMP recommendations regarding the governance model for tourism in SVC are received in January 2018. This would allow for a committee to be set up in the new year.

At its September meeting, Council requested staff to review the current tourism related Section 355 Committees, with a view of possibly consolidating these committees into a Tourism Umbrella Committee. The Committees that could be considered are:

- Festival of the Falling Leaf
- Tumbarumba Historical Society
- Tumbatrek Committee
- Adelong Falls Gold Mill Ruins Committee
- Tumut Railway Station Precinct Committee
- Glenroy Heritage Reserve Committee
- Tumbafest Committee

These committees have all been established for volunteer members of the community to carry out a specific function of Council (e.g. to manage an asset or to put on an event). Section 355 committees empower local people to take ownership of a specific function of council that they are passionate about. Ongoing commitment to Section 355 committees is critical to supporting strong and vibrant communities in our local area.

Section 355 committees contribute to the interconnection between elected representatives, staff, and community volunteers, helping to create a collaborative and cohesive civic culture. They also benefit council by providing cost-effective broad service delivery by volunteers.

On review of the above Committees, it is strongly advised to leave these Committees in their current form for the following reasons:

1. Loss of a sense of ownership, which would immediately discourage volunteer participation by groups of engaged community members who are passionate about particular areas of interest.
2. These areas of interest are quite specific, with little commonality between functions. For example, the Festival of the Falling Leaf and the Glenroy Heritage Reserve.
3. The tourism function is a secondary function to their primary function. Eg preservation of historic significant sites or objects.
4. Tyranny of distance, volunteers are often elderly and the logistics of attending meeting could be problematic.

### Options

1. Defer the establishment of a TAC until the recommendations from the draft DMP are received.
2. Establish a TAC immediately.
3. Choose not to establish a TAC at all and utilise the IP&R process and the oversight of Elected Officials to provide the governance structure around the strategic direction of Council's tourism activities.

### Budget Implications:

Nil except staff time.

### Legal/Statutory Implications:

Nil

### Risk Management - Business Risk:

The structure of any TAC is critical to an effective strategic direction of tourism in the SVC area. There is a risk that should a poorly thought out structure of the committee be adopted, the tourism activities of council as set out in the IP&R process are overridden/vetoed by the committee, resulting in poor delivery of tourism outcomes by Council.

### Risk Management - WHS and Public Risk:

Nil

### Council Seal:

Not required.

### Attachments

Nil

**10. MINUTES OF COMMITTEE MEETINGS**

10.1 MINUTES OF THE YOUTH COUNCIL COMMITTEE HELD 11 OCTOBER 2017

File/Trim Ref: D17/7731

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**Recommendation:**

**That the Minutes of the Youth Council Committee meeting held on 11 August 2017 be received and the following recommendations contained therein be adopted:**

**Attachments**

1 Minutes of Youth Council Meeting 11 October 2017

**MINUTES  
YOUTH COUNCIL COMMITTEE**

**WEDNESDAY, 11 OCTOBER, 2017**

**MEETING COMMENCEMENT:**

**PRESENT:**

<b>Participants:</b>	<b>Present:</b>	<b>Apology:</b>	<b>Absent:</b>
Councillor – Cate Cross	x		
Council Representative – Evan Saunders	x		
Chairperson – Jeané Van der Merwe	x		
Deputy Chairperson - Joe Post	x		
Treasurer – Jeremy Hannah	x		
Secretary - Daisy James	x		
Publicity Officer – Lori Webb	x		
Charlie Dodds		x	
Kiera Beavan			x
Aiden Rossiter			x
Caleb Francis			x
Brendon Castle		x	
Lachlan McDonald	x		
Joshua Veitch	x		
Lulu Saunders	x		
Hannah Veitch	x		
Oscar Thornton	x		
Teagan Fava – Adult Facilitator		x	
Barb McKimmie – Adult Facilitator			x

Council staff in attendance were **Evan Saunders**. Councillors present were Clr Cate Cross, Clr Adrianna Benjamin and Clr James Hayes.

**APOLOGIES:**

**YC13 RESOLVED** that the apologies from Charlie Dodds, Brendon Castle and Teagan Fava be received.

J Hannah / L Saunders

**CONFIRMATION OF MINUTES:**

**YC14 RESOLVED** that the minutes of the Youth Council Committee held on 02-August-2017 be accepted as read.

J Hannah / L Saunders

**BUSINESS ARISING FROM MINUTES:**

- Thank you to members of the Youth Council who volunteered their time to run games for kids at the Boys Club Hall on Sat the 30<sup>th</sup> of September for the Lions Club 100 year anniversary of volunteering in Australian towns.
- Jeané said The Lions 100 year anniversary celebrations was not well attended.
- Games were organised by the local Lions Club. Youth Council members assisted with helping run the games for kids.
- Feedback from Youth Council members about the event indicates that it wasn't advertised enough or possible not enough through the right avenues for more potential participants to hear about it.

**MINUTES  
YOUTH COUNCIL COMMITTEE****WEDNESDAY, 11 OCTOBER, 2017**

- The NSW Ryde Youth Council Conference over the weekend of the 22<sup>nd</sup> to 24<sup>th</sup> of September was attended by eleven Tumut Youth Council members and one Tumbarumba Youth Council member, Imogen Radford. The accompanying adults with the group were Evan Saunders and Kylie Jensen.
- The group stayed at the Courtyard by Marriot in Ryde.
- All positive comments about the weekend away were made by the Youth Council members following the conference.
- Highlights for members include the Friday and Saturday night activities consisting of mini Olympics at the Macquarie University Field and the evening Sydney Harbour boat cruise on board a chartered boat carrying all the youth councils at the conference.
- The Youth Council members all were involved in youth leadership workshops across the weekend and got to hear a range of engaging and interesting presentations. These include but were not limited to; a Q&A discussion with various state MPs from three different political parties, the use of social media in telling positive stories, how to engage audiences, how to create community projects that work.
- Other participants in the conference over the weekend were Youth Development officers and local government representatives such as Councillors and youth workers from LGAs and NGOs.
- The design your community project was a popular workshop hosted by youth peak body Youth Action. This workshop taught the Youth Council the steps necessary in designing and implementing a community project from the ground up.
- The Tumut community project road tested at the workshop was about redesigning the Tumut Skate Park into a more functional and inclusive space.
- Tumut members learnt how to develop a pitch to potential partners and funding bodies who could partner with the Youth Council in the project idea.
- Further discussions about engaging the community in conversations to do with youth spaces and community infrastructure were held amongst the group over the weekend.

**COMMITTEE REPORTS:****Youth Matters for October and November 2017 (YC1)****1. New Youth Council Logo Competition**

- A rough draft for the terms and conditions for a logo design competition was passed around the committee meeting.
- The competition for a new logo came after the Council merger. Seeing as the Youth Council no longer uses the TSYC acronym it was suggested by members this year that a new logo design is necessary for our branding to remain current.
- The competition will be open to all ages above twelve years. Josh and Daisy suggested that the competition should be open to adults too.
- Youth Council representatives will liaise with head teachers and other staff about when is the most appropriate times to promote this competition to classes.
- The winning logo design has been decided to be a \$70 gift card to JB-HIFI.
- The new log will feature on future Youth Council shirts, on all letter heads, stall signs and online promotions.
- The competition will close at the end of the term with the winning design to be chosen by the youth committee and council communications staff.

**MINUTES  
YOUTH COUNCIL COMMITTEE****WEDNESDAY, 11 OCTOBER, 2017****2. Common Connections Activities**

- Members agreed that common connections can include a range of sporting activities over the Summer months in January and February.
- A question posed to the committee was what are some possible activities the youth council could organise that promote good mental health for youth?
- Lori suggested that a mini Olympics event with teams competing at the Bull Paddock.
- Josh proposed that there could be one event each week for a limited number of weeks in a row.
- Hannah suggest a pool party meets movie night.
- Evan suggested that the Tumut Youth Council could organise the Tumut and Adelong pool parties with their respective swimming clubs for support while the Tumbarumba Youth Council could help organise the Tumbarumba and Khancoban pool parties with assistance from pool staff and clubs.
- Evan mentioned he will send an invite to the Batlow Interact committee to ask if they would take on the role of helping co-organise a Batlow pool party with their town's swimming club and pool staff.
- All pool parties will take place in the month of January during the school holiday period. Evan will liaise with relevant Council staff and both Youth Councils to work on making these activities happen.
- Jeané added that as a member of the Tumut Swimming Club she will talk to them about the committee's plans and see if they can help.

**3. Tumut Skate Park Community Consultation**

- At the Tumut High School wellbeing day on RUOK? Day the Tumut Youth Council asked students to sign a petition if they were interested in upgrading the Tumut skate park.
- This follows previous discussions with local regular skaters, bike and scooter riders about suggestions on how we can work with Council to improve the youth area in and around the skate park.
- The Youth Council received over two pages of signatures from teenagers during the lunch period when the stall was open.
- Members told Councillors the background behind the calls from regular users of the park for improvement upon the Tumut skate park that would enhance it's appeal and function.
- Solar powered lights set to a timer system have been requested to improve visibility and safety in the early evening at the space.
- An extension of the skate park to include a new street skate section with lower obstacles and more flat surfaces and rails has been recommended.
- Currently the park is too hard for many beginners to use and limits the type of use for all skaters and riders.
- Councillor Cross suggested groups like Blakeney Millar would be good to approach for support and partnership too.
- Following group discussion Evan and the youth council will write to potential partners who could help provide funding and support to campaign locally for an improved space.
- The Youth Council indicates that it wants to help initiate conversation with inclusion from people in the community about what the space could incorporate.
- A skate park design consultant would need to be hired to work out costings of a locally supported design.

**MINUTES  
YOUTH COUNCIL COMMITTEE****WEDNESDAY, 11 OCTOBER, 2017****RECOMMENDATION**

**That Council contribute funding and assistance towards redesigning and building an improved and more functional youth space at the Tumut Skate Park.**

D James / J Veitch

**YC15 RESOLVED** that the Youth Council discuss matters in this report and take action accordingly.

J Hannah / L Saunders

**GENERAL BUSINESS:**

- Chris Horsley attended the meeting as a visitor to propose facilitating a series of youth up-cycling workshops that will help promote the new buying back of bottles and cans in the shire.
- Over summer Chris would like to host a number of workshops in various towns across the shire including Tumbarumba, Adelong, Tumut and Batlow.
- Each workshop participants would learn how to make something new from something old and realise that some items can even be potentially sold to fundraise or make a profit from.
- Jeané says it is a great idea and would support it.
- Josh was of the opinion that many his age may not be attracted to the idea.
- It was decided that the committee should go ahead and help support and take part in the workshops being organised by Chris during the holiday period in January 2018.
- The Youth Council received a letter from Tumut Rotary club asking for support once again at the Christmas Carols by Candlelight concert in Richmond Park on the 10<sup>th</sup> of December.
- The committee decided to paint faces for the kids while also explore other options as suggested by Councillor Benjamin.
- Previous criticisms of the event have indicated that there has been a lack of children's activities to choose from.
- Suggested alternatives to also consider are a waterslide or water activity of some kind or a jumpy castle for hire.
- Councillor Hayes encouraged the Youth Council to use their experience in the committee to grow as young leaders and to really take on opportunities as they come.
- Mr Hayes indicated that he would support any capacity building opportunities in leadership development for the Youth Council when they arise.
- Evan suggested that the Chairperson and a couple of other Youth Council members sit in on a Council meeting to see how the formal meetings are run.

**NEXT MEETING**

The next meeting will be held on Wednesday the 1<sup>st</sup> of November.

**CLOSED:**

The meeting closed at 6:47pm.

## 10. MINUTES OF COMMITTEE MEETINGS

### 10.2 MINUTES OF THE SPORTS COMMITTEE HELD ON 03 OCTOBER 2017

File/Trim Ref: D17/7732

#### **Recommendation:**

**That the Minutes of the Sports Committee meeting held on 03 October 2017 be received and the following recommendations contained therein be adopted:**

**That the Council allocate the following capital grant applications for the financial year 2017/2018.**

No.	Applicant	Project Location	Brief Project Description	Funding \$
1	Adelong Junior Sports Foundation	Adelong	Purchase of 8 portable shade shelters	3,480
2	Tumut Basketball Assoc. Inc.	Tumut Basketball Stadium	Seating	18,000
3	Tumut Junior Cricket Assoc.	Bull Paddock	Training facility	4,000
4	Tumut Clay Target Club Inc.	Wyangle Reserve	Pathway construction	2,969
5	Tumut Golf Club	Tumut Golf Course	6 teaching kits	3,200
6	Tumut Rugby Club	Jarraah Oval	Top dressing	6,406
7	Tumut Lawn Tennis Club	Tumut Tennis Club	Pathway construction	1,945
			<b>TOTAL</b>	<b>\$40,000</b>

#### **Attachments**

- 1 Minutes of Sports Committee - 3 October 2017

**MINUTES  
SPORTS COMMITTEE**

**TUESDAY, 03 OCTOBER, 2017**

**MEETING COMMENCEMENT:** 5:37pm

**PRESENT:**

<b>Participants:</b>	<b>Present:</b>	<b>Apology:</b>	<b>Absent:</b>
Parks & Property Officer-Brad Beed (Delegate)		✓	
Clr James Hayes	✓		
Clr Adrianna Benjamin (Delegate)	✓		
David Aber – Acting Interim General Manager	✓		
Matthew Christensen – Director Assets & Infrastructure	✓		
Adelong Swim Club & Adelong Horse Activity Group			
South West Slopes Sporting Field Archers – John Whitley	✓		
Batlow Swimming Club & Batlow Ladies Hockey – Jen Taylor	✓		
Little Athletics – Rebekah Gould, Sanette Louwens, Neil Louwens	✓		
Tumut Netball Association			
Tumut Rugby League Club			
Tumut Minor League			
Tumut Rugby Union Football Club			
McAuley Catholic Central School			
Tumut Public School			
Tumut Clay Target Club Inc – Phil Green	✓		
Batlow Tennis Club			
Tumut Junior Cricket Association – James Butt	✓		
Tumut Hockey Association – Lyn Bathgate	✓		
Tumut District Cricket Association – James Carberry	✓		
Lizabeth Smith			
Tumut Lawn Tennis Club	✓		
Tumut Basketball Committee – Jason Beavan, Tanya Gaul	✓		
Tumut Eagles Football Club			
Tumut Pony Club			
Tumut Valley Canoe Club			
Riding For Dis-Abled			
Tumut Swimming Club			
Adelong Cricket Club			
Tumut Golf Club- Geoff Brain	✓		

Council staff in attendance were Matthew Christensen and David Aber.

**APOLOGIES:**

**RESOLVED** that the apologies from Brad Beed and Karen Collins be received and leave granted

Phil Green / Jason Beavan

**CONFIRMATION OF MINUTES:**

**MINUTES  
SPORTS COMMITTEE****TUESDAY, 03 OCTOBER, 2017**

**RESOLVED** that the minutes of the **Sports Committee** held on **04-July-2017** be accepted as read.

Geoff Brain / James Butt

**BUSINESS ARISING FROM MINUTES:**

Nil

**DECLARATIONS OF INTEREST AND REPORTABLE POLITICAL DONATIONS**

Clr. James Hayes declared a non-pecuniary interest in the committee report for Sports Capital Projects Grant 2017/18 as a board member of the Adelong Junior Sports Foundation.

**COMMITTEE REPORTS:****TSC1. Athletes Assistance (.)****1. RECOMMENDATION**

That Council provide \$100 from the Athletes Assistance fund to Drew Beavan for representing NSW in AFL at a National Carnival in Perth this year.

Phil Green/ Liz Crampton

**TSC2. Garage Sale Trail (.)****2. RECOMMENDATION**

The committee note the report.

Lyn Bathgate / James Rosetta

**Sports Capital Projects Grant 2017/18 (.)**

As a matter of urgency, the committee considered a verbal briefing from Clr. James Hayes with regards to a late application for the Sports Capital Projects Grant 2017/18 from the Tumut District Cricket Association.

**RESOLVED** That the Tumut Sports Committee does not accept the late application of Tumut District Cricket Association for the Sports Capital Projects Grant 2017/18.

Lyn Bathgate / John Whitley

Presentations were provided by the following grant applications:

1. Adelong Junior Sports
2. Tumut Basketball Assoc. Inc.
3. Tumut Junior Cricket Assoc.
4. Tumut Clay Target Club Inc.
5. Tumut Golf Club
6. Tumut Lawn Tennis Club

**MINUTES  
SPORTS COMMITTEE**

**TUESDAY, 03 OCTOBER, 2017**

The following individuals declared a non-pecuniary interest and left the meeting at 5.55pm

1. Adelong Junior Sports – James Rosetta
2. Tumut Basketball Assoc. Inc. – Jason Beavan, Tanya Gaul
3. Tumut Junior Cricket Assoc. – James Butt
4. Tumut Clay Target Club Inc. – Phil Green
5. Tumut Golf Club – Geoff Brain
6. Tumut Lawn Tennis Club – John Piper

**3. RECOMMENDATION**

**That the Council allocate the following capital grant applications for the financial year 2017/2018.**

No.	Applicant	Project Location	Brief Project Description	Funding \$
1	Adelong Junior Sports Foundation	Adelong	Purchase of 8 portable shade shelters	3,480
2	Tumut Basketball Assoc. Inc.	Tumut Basketball Stadium	Seating	18,000
3	Tumut Junior Cricket Assoc.	Bull Paddock	Training facility	4,000
4	Tumut Clay Target Club Inc.	Wyangle Reserve	Pathway construction	2,969
5	Tumut Golf Club	Tumut Golf Course	6 teaching kits	3,200
6	Tumut Rugby Club	Jarraah Oval	Top dressing	6,406
7	Tumut Lawn Tennis Club	Tumut Tennis Club	Pathway construction	1,945
			<b>TOTAL</b>	<b>\$40,000</b>

John Whitley / James Carberry

**GENERAL BUSINESS:**

The committee noted that the sports fields in the town were being well maintained of late.

**NEXT MEETING**

The next meeting will be held on early 2018.

**CLOSED:**

The meeting closed at 6:38 .

## 11. COMMITTEE OF THE WHOLE

The Local Government Act provides that Council may close to the public that part of the meeting that deals with matters of a confidential nature. Section 10(2) lists such matters.

The grounds on which a meeting is closed to the public must be specified in the decision to close the meeting and recorded in the minutes of the meeting.

### **Recommendation:**

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

#### 11.1 REQUEST FOR WATER INVOICE REDUCTION - WM111437 (CONFIDENTIAL)

*Item 11.1 is confidential under the Local Government Act 1993 Section 10A 2 (b) as it relates to discussion in relation to the personal hardship of a resident or ratepayer and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*