



**SNOWY VALLEYS COUNCIL MEETING**  
**BUSINESS PAPER**  
**16 JULY 2020**

THE MEETING WILL BE HELD AT 2.00PM  
VIA VIDEO LINK

## **Disclosure of Pecuniary Interests at meetings (extract from the Code of Conduct – Section 4)**

**4.28** Councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

**4.29** The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:

- (a) at any time during which the matter is being considered or discussed by the council or committee, or
- (b) at any time during which the council or committee is voting on any question in relation to the matter.

**4.30** In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.

**4.31** Disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.

## **Disclosure of Political Donations and Gifts**

The *Environmental Planning and Assessment Act 1979* places obligations on Councillors, staff, applicants and any person who makes a public submission, to disclose information relating to political donations and gifts during the environmental plan making or development assessment process.

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

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

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

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

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

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

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

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

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

### **Livestreaming of Meetings**

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

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

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

### **Photography**

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

### **Public Forum**

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

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

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

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

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



Thursday 16 July 2020

Via Video Link

2.00pm

## AGENDA

### 1. ACKNOWLEDGEMENT OF COUNTRY

*We would like to acknowledge the traditional custodians of this land and pay respects to Elders past and present.*

### 2. APOLOGIES AND LEAVE OF ABSENCE

### 3. DECLARATIONS OF PECUNIARY INTEREST

*Pursuant to Section 4 of the Code of Conduct, Councillors are required to declare any direct or indirect pecuniary interest in any matters being considered by Council.*

### 4. PUBLIC FORUM

### 5. CONFIRMATION OF MINUTES

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

### 8. MAYORAL MINUTE

NIL

### 9. URGENT BUSINESS WITHOUT NOTICE

### 10. GOVERNANCE AND FINANCIAL REPORTS

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## **5. CONFIRMATION OF MINUTES**

### **5.1 Ordinary Meeting - 18 June 2020**

#### **Recommendation:**

That the Minutes of the Ordinary Council Meeting held on 18 June 2020 be received and confirmed as an accurate record

**THE MINUTES OF THE COUNCIL MEETING HELD VIA VIDEO LINK, ON THURSDAY  
18 JUNE 2020 COMMENCING AT 2.00pm**

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

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

**1. ACKNOWLEDGEMENT OF COUNTRY**

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

**2. APOLOGIES**

Apologies have been received and accepted from Cr Isselmann.  
Leave of Absence for the meeting was previously granted to Cr Benjamin.

**M116/20 RESOLVED:**

That the apology from Cr Isselmann be noted and the Leave of Absence from Cr Benjamin be received and granted.

Cr Bruce Wright/Cr Cor Smit

**CARRIED UNANIMOUSLY**

**3. DECLARATIONS OF INTEREST**

Mayor Cr James Hayes and Cr Julia Ham declared a non-pecuniary interest in relation to item 10.4 'Adoption of Volunteer Framework Documents' due to their participation in volunteer training with Council.

**4. PUBLIC FORUM**

Nil.

**5. CONFIRMATION OF MINUTES**

**M117/20 RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 21 May 2020 be received.

Cr Bruce Wright/Cr Julia Ham

**CARRIED UNANIMOUSLY**

**M118/20 RESOLVED:**

That the Minutes of the Extraordinary Council Meeting held on 28 May 2020 be received.

Cr Cor Smit/Cr Julia Ham

**CARRIED UNANIMOUSLY**

**5.1 BUSINESS ARISING**

21 May 2020: Progress on Climate Change Committee is underway, draft TOR to be distributed.

28 May 2020: Funding is progressing for the Batlow Caravan Park cabins. The Batlow Caravan Park in general will return to normal operations by the end of this month.

Clarification of Advocacy Plan: the multipurpose stadium has been rescoped to include a lower cost facility at the outset with the ability to expand if required.

**6. CORRESPONDENCE/PETITIONS**

Congratulations to Cr Bruce Wright on his Order of Australia Medal for service to the Tumbarumba community.

Congratulations also to Michael Neyland, for receiving the Australian Fire Service Medal, following nearly 50 years of fire-fighting.

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

Nil.

**8. MAYORAL MINUTE****8.1 REGIONAL CYCLING AND WALKING TRAILS MASTERPLAN - VERBAL****M119/20 RESOLVED:**

THAT COUNCIL:

1. Request a report to the July 2020 meeting on the detail of the Advocacy Plan component for the Regional Cycling and Walking Trails Masterplan.

Cr James Hayes/Cr Geoff Pritchard

**CARRIED UNANIMOUSLY**

**8.2 CITIES POWER PARTNERSHIP PROGRAM - VERBAL****M120/20 RESOLVED:**

THAT COUNCIL:

1. Receive a report investigating the joining of the Cities Power Partnership Program.

Cr James Hayes/Cr Cate Cross

**CARRIED UNANIMOUSLY**

**9. URGENT BUSINESS WITHOUT NOTICE**

Nil.

**10. GOVERNANCE AND FINANCIAL REPORTS****10.1 DONATION FROM GRIFFITH COUNCIL****M121/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Bushfire Donation from Griffith City Council from the Chief Executive Officer.
2. Send a letter of thanks from the Snowy Valleys Mayor to Griffith City Council for their kind donation of \$13,217.35;
3. Distribute the funds from the Griffith City Council bushfire donation to organisations assisting the BlazeAid Camps in the region with the recovery from 2020 bushfires being the Adelong Show Society, Tumbarumba Show Society, Tooma Recreation Reserve Committee, and the Jingellic Show Society;
4. Distribute the total funds from the bushfire donation from Griffith City Council proportionally on the basis of volunteer days as at 5.00pm Monday 1 June 2020.

Cr Julia Ham/Cr Bruce Wright

**CARRIED UNANIMOUSLY**

**10.2 ENTERPRISE RISK MANAGEMENT FRAMEWORK - FOR ADOPTION****M122/20 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Adoption of Risk Management Policy and Framework

2. Adopt the Enterprise Risk Management Framework – SVC-RM-PIn-002-02
3. Adopt the Safety, Risk & Quality Committee Terms of Reference – SVC-TofR-005-03
4. Approve the Risk Management Policy – SVC-RM-PO-003-04 for Public Exhibition for a period of no less than 28 days
5. Note that if submissions are received during the public exhibition period a further report will be provided to Council on the submissions and any proposed amendments to the policy
6. Adopt the Risk Management Policy if no submissions are received on the day after the completion of the public exhibition

Cr John Larter/Cr Cate Cross

**CARRIED UNANIMOUSLY**

### **10.3 DRAFT GIFTS AND BENEFITS POLICY - FOR PUBLIC EXHIBITION**

**M123/20 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on Draft Gifts and Benefits Policy (SVC-EXE-PO-009-02) for Public Exhibition
2. Approve the Draft Gifts and Benefits Policy for Public Exhibition for a period of no less than 28 days
3. Note that if submissions are received during the public exhibition period a further report will be provided to Council on the submissions and any proposed amendments to the policy
4. Adopt the policy if no submissions are received on the day after the completion of the public exhibition

Cr Cor Smit/Cr John Larter

**CARRIED UNANIMOUSLY**

Mayor Cr James Hayes and Cr Julia Ham declared a non-pecuniary interest in relation to item 10.4 'Adoption of Volunteer Framework Documents' due to their participation in volunteer training with Council.

## 10.4 ADOPTION OF VOLUNTEER FRAMEWORK DOCUMENTS

### M124/20 RESOLVED: THAT COUNCIL:

1. Receive the report on Adoption of Volunteer Framework Documents
2. Adopt the Volunteer Policy SVC-GOV-PO-025-01 and rescind the following documents as superseded
  - a) Volunteer Policy OHSRM.01 (former Tumut Shire Council Policy)
  - b) Volunteer Management Policy TSC-RM-PO-34 (former Tumbarumba Shire Council Policy)
3. Adopt the Volunteer Induction Procedure SVC-GOV-PR-051-01
4. Adopt the Volunteer Induction and Safety Handbook SVC-GOV-Gdl-027-01 and rescind the following documents as superseded
  - a) Volunteer Handbook CorpPlan18 (former Tumut Shire Council document)
  - b) Volunteer Coordinator Manual CorpPlan17 (former Tumut Shire Council document)
  - c) Volunteer Safety Management TSC-WHS-M-0142 (former Tumbarumba Shire Council document)

Cr Julia Ham/Cr Cate Cross

### CARRIED UNANIMOUSLY

## 10.5 FINANCIAL REPORT MAY 2020

### M125/20 RESOLVED: THAT COUNCIL:

1. Receive the report on financial performance as at 31 May 2020.

Cr Julia Ham/Cr John Larter

### CARRIED UNANIMOUSLY

## 10.6 STATEMENT OF INVESTMENTS - MAY 2020

### M126/20 RESOLVED: THAT COUNCIL:

1. Receive the Statement of Investments as at 31 May 2020.

Cr Julia Ham/Cr Cate Cross

### CARRIED UNANIMOUSLY

## **11. MANAGEMENT REPORTS**

### **11.1 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM**

**M127/20 RESOLVED:**  
THAT COUNCIL:

1. Receive this report on the Australian Governments Local Roads and Community Infrastructure Program from the Executive Director Infrastructure
2. Note the allocation of \$871,816 to Snowy Valleys Council, through the Australian Governments Local Roads and Community Infrastructure Program
3. Endorse proceeding with the delivery of the following high priority infrastructure projects funded through the Australian Governments Local Roads and Community Infrastructure Program:
  - a. Replacement of the Withers Creek Bridge
  - b. Upgrade of the Wondalga Road (Forestry Link Road) Intersection
  - c. Upgrade of the Jingellic Public Toilets
  - d. Upgrade of Rifle Range Road
  - e. Optional Project - Enhance the Tumut Central Business District Fitzroy Street entrance
4. Authorise the Chief Executive Officer to negotiate and/or amend the project list as described in item 3 above, as required to comply with the Local Roads and Community Infrastructure Program funding arrangements

Cr Cor Smit/Cr John Larter

**CARRIED UNANIMOUSLY**

### **11.2 DRAFT ASSET MANAGEMENT POLICY - FOR PUBLIC EXHIBITION**

**M128/20 RESOLVED:**  
THAT COUNCIL:

1. Receive this report on the Draft Asset Management Policy (SVC-COR-PO-109-01) from the Executive Director Infrastructure
2. Approve the Draft Asset Management Policy for Public Exhibition for a period of no less than 28 days
3. Note if submissions are received during the exhibition period, a further report will be provided to Council on the submissions and any proposed amendments to the policy

4. Adopt the policy if no submissions are received on the day after the completion of the public exhibition period

Cr Julia Ham/Cr John Larter

**CARRIED UNANIMOUSLY**

### **11.3 TUMUT AERODROME ACCESS POLICY - FOR ADOPTION**

**M129/20 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on the Aerodrome Access Policy – feedback from public and internal exhibition from Executive Director Infrastructure.
2. Note the three submissions received for the Draft Aerodrome Access Policy.
3. Adopt the Aerodrome Access Policy with changes.
4. Write to the submitters, thanking them for their input and advising them of the outcome to their submission.

Cr Julia Ham/Cr Cate Cross

**CARRIED UNANIMOUSLY**

### **11.4 SNOWY VALLEYS COUNCIL LOCAL STRATEGIC PLANNING STATEMENT (DRAFT LSPS) - FOR ADOPTION**

**M130/20 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on the Exhibited Draft Local Strategic Planning Statement
2. Adopt the Draft Local Strategic Planning Statement with the changes as recommended in Column 4 'LSPS Submission Analysis Table' to this report in accordance with Clause 11A of the Environmental Planning and Assessment (Savings, Transitional and Other Provisions) Regulation 2017 that requires Council to make its first local strategic planning statement under section 3.9 of the Environmental Planning and Assessment Act 1979 No. 203 before 1 July 2020.
3. Publish the adopted Local Strategic Planning Statement on the NSW planning portal in accordance with Clause 3.9(5) of the Environmental Planning and Assessment Act 1979 before 1 July 2020.

Cr John Larter/Cr Julia Ham

**CARRIED UNANIMOUSLY**

**11.5 DISBANDING OF REGIONAL HEALTH SERVICE COMMITTEE****RECOMMENDATION:**

THAT COUNCIL:

1. Receive the Report on Disbanding the Regional Health Services Committee.
2. Agree to the disbandment of Regional Service Committee.
3. Acknowledge the contribution made by past and present members of the Regional Health Services Committee.

Cr Cate Cross/Cr Julia Ham

AMENDMENT PUT AND CARRIED.

The amendment became the motion, the motion was put and carried, therefore it was:

**M131/20 RESOLVED**

THAT COUNCIL:

Defer consideration of a report 11.5 'Disbanding of Regional Health Service Committee' to a future meeting of Council.

Cr Cate Cross/Cr Julia Ham

	<b>Division</b>	
<b>For</b>		<b>Against</b>
Cr Cross		Cr Pritchard
Cr Ham		
Cr Hayes		
Cr Larter		
Cr Smit		
Cr Wright		

**6/1****CARRIED**

## **12. MINUTES OF COMMITTEE MEETINGS**

### **12.1 MINUTES - BATLOW DEVELOPMENT LEAGUE - 6 MAY 2020**

#### **M132/20 RESOLVED: THAT COUNCIL:**

1. Receives the report on the Batlow Development League meeting held on 6 May 2020.
2. Notes the Minutes of the Batlow Development League meeting held on 6 May 2020.
3. Notes for consideration and further reporting to Council the following recommendations from Batlow Development League:
  - i. Council proceeds with a planned business case for the Batlow Cannery site by 30th June 2020.
  - ii. Council support Batlow Development League in seeking funds to secure use of the rail corridor from the Batlow Caravan Park to the Batlow Apples site.
  - iii. Council repurposes the remaining Cannery Office building as a Tourist Information Centre along with offices that could be used by visiting professionals and organisations that require such facilities.
  - iv. Council make application to the owners of the electrical substation on the corner of Memorial Avenue and Kurrajong Avenue to demolish it.
4. Seeks external funding to undertake an assessment of the vacant former cannery site in order to establish and evaluate the range of potential development opportunities available.

Cr Cor Smit/Cr Cate Cross

**CARRIED UNANIMOUSLY**

### **12.2 MINUTES - BATLOW DEVELOPMENT LEAGUE - 3 JUNE 2020**

#### **M133/20 RESOLVED: THAT COUNCIL:**

1. Receive the report on the Batlow Development League (BDL) meeting held on 3 June 2020.
2. Note the Minutes of the Batlow Development League meeting held on 3 June 2020.
3. Notes for consideration and further reporting to Council the following recommendations from Batlow Development League:

- I. The Batlow Cannery site be retained as a community asset for Batlow.
- II. That the Snowy Valleys Council work with BDL and the community to form a masterplan for the entire cannery site.
- III. That Snowy Valleys Council roll over the money allocated for the sound shell to the next financial year as due to the bushfires and COVID-19 quotes are coming in slowly and negotiations with building companies are still being finalised.
- IV. That the Batlow/Tumut Rail Trail be placed as a priority on the Snowy Valleys Council's Recovery Advocacy Plan and that BDL to continually monitor the success of the Tumbarumba/Rosewood Rail Trail.

Cr Cor Smit/Cr Cate Cross

<b>Division</b>	
<p><b>For</b> Cr Cross Cr Ham Cr Hayes Cr Smit Cr Wright</p>	<p><b>Against</b> Cr Larter Cr Pritchard</p>

**5/2**

**CARRIED**

**12.3 MINUTES - DISABILITY INCLUSION ACCESS REFERENCE GROUP (DIARG) COMMITTEE MEETING - 28 MAY 2020**

**M134/20 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on the minutes from the Disability Inclusion Access Reference Group (DIARG) Committee meeting that was held on 28 May 2020.
2. Note the minutes on the DIARG Committee meeting that was held on 28 May 2020.

Cr Julia Ham/Cr Cate Cross

**CARRIED UNANIMOUSLY**

**12.4 MINUTES - KHANCOBAN COMMUNITY COMMITTEE MEETING - 20 MAY 2020****M135/20 RESOLVED:  
THAT COUNCIL:**

1. Receive the report on the Khancoban United Volunteers Association meeting held on 20 May 2020.
2. Note the Minutes of the Khancoban United Volunteers Association meeting held on 20 May 2020
3. Approve the "You Khan Uke Festival" as a Council event to be held in September 2020, organised through the Khancoban United Volunteers Association provided there is compliance with COVID-19 restrictions if still in place.

Cr Cor Smit/Cr Julia Ham

**CARRIED UNANIMOUSLY****12.5 MINUTES - LOCAL TRAFFIC COMMITTEE - 27 MAY 2020****M136/20 RESOLVED:  
THAT COUNCIL:**

1. Receive this report on the Local Traffic Committee meeting held on 27 May 2020
2. Note the Minutes of the Local Traffic Committee meeting held on 27 May 2020
3. Endorse the following recommendations from the minutes:
  - a. 3.1.1 – Request that Transport for NSW assess the existing 60km/hr speed zone along the Snowy Mountains Highway through Tumut in view of reducing to 50 km/hr, inclusive of the Snowy Mountains Highway/Gocup Road Intersection
  - b. 3.2.1 and 3.2.2 – Request that Transport for NSW install a new rural bus stop at 660 Batlow Road along route number 689 PM1 (Tumbarumba – Willigobung end), noting that the family using this bus stop will need negotiate alternative arrangements with the bus company for safe pickup of passengers in the interim
  - c. 3.3.1 – Include the installation of four speed cushions along the northern end of Elm Drive to reduce traffic speed in the vicinity of Pioneer Park/Hockey Fields/Basketball Courts
  - d. 3.3.2 – Give consideration to installing additional speed cushions at the southern end of Elm Drive in the vicinity of the entrances to the Tumut Showgrounds and the Tumut Turf Club, subject to the availability of funding

- e. 4.1.1 – Request that Transport for NSW immediately assess alternate traffic approaches to the intersection of Snowy Mountains Highway and Gocup Road
- f. 4.1.2 – Request that Transport for NSW realign Gocup Road, so that it intersects the Snowy Mountains Highway (Adelong Road) in the vicinity of the Tumut Saleyards
- g. 4.2.1 – Investigate the installation of roadside barriers to inhibit vehicles leaving the Tooma Road at the crest of Bald Hill
- h. 4.3.1 – Request that Transport for NSW undertake an assessment of the suitability of heavy vehicle parking along the Snowy Mountains Highway (Adelong Road) in the vicinity of the Tumut Railway precinct

Cr Bruce Wright/Cr Cate Cross

**CARRIED UNANIMOUSLY**

**M137/20 RESOLVED** to move into Committee of the Whole.

Cr Julia Ham /Cor Smit

**CARRIED UNANIMOUSLY**

**M138/20 RESOLVED** to move out of Committee of the Whole.

Cr Julia Ham/Cr Bruce Wright

**CARRIED UNANIMOUSLY**

**12.6 MINUTES - TUMBAFEST ANNUAL GENERAL MEETING - 29 APRIL 2020**

**M139/20 RESOLVED:**  
THAT COUNCIL:

1. Receive the report on the Tumbafest Annual General Meeting (AGM).
2. Note the Minutes of the Tumbafest Annual General Meeting held on 29 April 2020

Cr Julia Ham/Cr Bruce Wright

**CARRIED UNANIMOUSLY**

**12.7 MINUTES - TUMBAFEST COMMITTEE MEETING - 15 APRIL 2020****M140/20 RESOLVED:  
THAT COUNCIL:**

1. Receive the report on the Tumbafest Committee Minutes from Executive Director Community & Corporate.
2. Note the Minutes of the Tumbafest Committee Minutes meeting held on 15 April 2020.

Cr Julia Ham/Cr John Larter

**CARRIED UNANIMOUSLY****12.8 MINUTES - TUMBAFEST COMMITTEE MEETING (EXTRAORDINARY) - 29 APRIL 2020****M141/20 RESOLVED:  
THAT COUNCIL:**

1. Receive the report on the Tumbafest Committee (Extraordinary) Meeting from Executive Director Community & Corporate.
2. Note the Minutes of the Tumbafest Committee (Extraordinary) Meeting held on 29 April 2020.
3. Support the Tumbafest Committee motion to initiate the process of becoming an Incorporated Association.

Cr Julia Ham/Cr Bruce Wright

**CARRIED UNANIMOUSLY****13. CONFIDENTIAL****M142/20 RESOLVED:**

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

- 13.1 **BATLOW SHOWGROUND RESURFACING PROJECT**  
*Item 13.1 is confidential under the Local Government Act 1993 Section 10A 2 (d)i as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

Cr Cor Smit/Cr Bruce Wright

**CARRIED UNANIMOUSLY**

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

### **13.1 BATLOW SHOWGROUND RESURFACING PROJECT**

#### **M143/20 RESOLVED: THAT COUNCIL:**

1. Receive this report for the Batlow Showground Resurfacing Project from the Executive Director Infrastructure
2. Noting section 55(3)(i) of the Local Government Act 1993 (NSW), resolves as a result of certain other extenuating circumstances, and that because of the unavailability of competitive or reliable tenderers, a satisfactory result would not be achieved by inviting tenders for the purchase of goods and services associated with the Batlow Showground Resurfacing Project
3. Notes that the reasons for Council's decision that a satisfactory result would not be achieved by inviting tenders for the purchase of goods and services associated with the Batlow Showground Resurfacing Project are that:
  - a. In September 2018 Council issued an invitation for tenders relating to the resurfacing of the Tumut Bull Paddock and Tumbarumba Sportsfield including the supply and installation of sub-surface drainage and automated sprinkler systems (Tender 2018/07)
  - b. Tender 2018/07 elicited no response from the market and Council was required to enter into direct negotiations with a service provider to procure the required goods and services
  - c. The goods and services tendered for under Tender 2018/07 are substantially similar to the goods and services that will be purchased in relation to the Batlow Showground Resurfacing Project
4. Considers it to be unlikely that there have been any changes in the market since September 2018 that would result in tenderers now responding to an invitation for tenders in respect of the Batlow Showground Resurfacing Project
5. Council has significant data from the negotiation of the Tumut Bull Paddock, Tumbarumba Sportsfield and Tumbarumba Showground Resurfacing Projects that can be used for referencing and benchmarking purposes in negotiating a contract with a service provider in relation to the purchase of goods and services associated with the Batlow Showground Resurfacing Project.
6. Delivering the project through a negotiated contract provides Council the opportunity to complete the project within the required timelines in turn delivering significant benefits to Council and community with the fields being available for use. Failure to meet the funding timelines could result in the funding being revoked.

7. Authorise the Chief Executive Officer to negotiate with and, subject to the successful outcome of negotiations, enter into a contract with Excel Turf Pty Ltd for the purchase of goods and services associated with the Batlow Showground Resurfacing.

Cr John Larter/Cr Cate Cross

**CARRIED UNANIMOUSLY**

**M144/20 RESOLVED** to come out of Confidential session.

Cr John Larter/Cr Bruce Wright

**CARRIED UNANIMOUSLY**

There being no further business to discuss, the meeting closed at 3.43pm.

**10. GOVERNANCE AND FINANCIAL REPORTS****10.1 INTEGRATED PLANNING AND REPORTING SUITE - FOR ADOPTION**

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

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**EXECUTIVE SUMMARY:**

Council resolved at its May meeting to place the Integrated Planning and Reporting documents for the 2020/21 financial year on public exhibition.

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

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

1. **Receive the report on Integrated Planning and Reporting Suite – For Adoption.**
2. **Following the public exhibition period, Council adopts the attached Integrated Planning and Reporting Plans and Strategies with suggested amendments as per attached feedback submission summary:**
  - **Operational Plan 2020-21**
  - **Revenue Policy 2020-21;**
  - **Fees and Charges 2020-21;**
  - **Operational Budget 2020-21;**
  - **Long-term Financial Plan 2020-30.**
3. **Respond to community members who made submissions advising of the Council Resolution.**

**BACKGROUND:**

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

- A ten year Community Strategic Plan
- A four year Delivery Program
- An annual Operational Plan
- A Resourcing Strategy including an Asset Management Plan, a Long Term Financial Plan and a Workforce Management Plan.

Council needs to provide an annual Operational Plan, Fees and Charges and Operational Budget that can be shared in draft form with the community for feedback ahead of adoption by 30 June. However, this year, in response to the COVID-19 pandemic all NSW Councils have been provided with a one-month extension to adopt their IP&R documents.

Where amendments are made to the Delivery Program and Resourcing Strategy, including the Asset Management Plan, a Long Term Financial Plan and a Workforce Management Plan, these must be shared and revised using the same process.

Council invited public comment and submissions on the draft IP&R documents for 2020/21 and beyond. The engagement channels used included:

- The SVC website.
- Media releases and associated newspaper articles.
- Radio discussions.
- Social media promotion.

## REPORT:

Council received a total of 5 community submissions.

A breakdown of the submissions and recommendations are shown in the below table:

Topic	Submission numbers	Recommendation
<b>Fees &amp; Charges</b>		
<b>Brindabella residents not be exempt from waste access charge (page 25)</b>	1	Noting that community at Brindabella do not have access to a waste service or facility within the Snowy Valleys Council area, it is recommended that this fee exemption remain in place.
<b>Aerodrome Fuel levy not be increased by 1 cent (page 40)</b>	1	Maintain current 5 cent aviation fuel levy and request Assets Team to investigate the process for future annual price reviews in subsequent years.
<b>Council to reconsider sportsground fees within LGA (page 47)</b>	1	Enable phasing in of the sportsground fee for the Tumut Eagles over 4 years in quarterly increments, noting that the annual sportsground fee for the Bull Paddock in Tumut was introduced as a new fee in 2019/20.  The harmonisation of the sportsground fees in the 2019/20 financial year ensures an equitable fee structure across the Local Government Area.
<b>Operational Plan</b>		
<b>Implement green waste bins at no charge</b>	1	Council are not intending to impose additional fees for the provision of a green bin waste service when this comes into effect.

Topic	Submission numbers	Recommendation
<b>Operational Budget</b>		
<b>Toilet for old Adelong Pool site</b>	1	This item will be included for further consideration as grant funding opportunities arise.  There are currently no funds available in the existing budget for new amenities at the old Adelong Pool site.

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

- OLG circular 20-19, 26 May 2020 advising the maximum allowable interest rates on overdue rates and charges;
- OLG letter 9 June 2020 instructing Council to reduce the rates on residential and business properties in the former Tumut Shire area by the amount of the expiring special rate variation rather than extend the special rate variation to the end of the rates freeze period, and address the issues surrounding the rural residential category in the rates harmonisation process.

Additional amendments as a result of internal consultation were also considered and incorporated into the documents as required.

A high level breakdown of the additional amendments to the draft documents are shown in the below table:

Topic	Submission numbers	Recommendation
<b>Fees &amp; Charges</b>		
<b>Bring building and plumbing inspection fees into alignment (page 32, 33)</b> <b>Two statutory EP&amp;A Regulation fees at incorrect level (page 34)</b> <b>Duplicate s68 certificate fee (page 23)</b>	1	Align all building and plumbing inspection fees to \$161  Set EP&A regulations fees at statutory levels  Delete duplicate town planning certificate fee on page 39
<b>Fees omitted from draft schedule (page 45)</b>	1	Add title deed search fee \$20 and combined title deed search/DP fee of \$35
<b>Childcare fee increases only be implemented upon conclusion of the federal transition payment period (page 16-17)</b>	1	All Childcare fees are increased as per the fees & charges schedule from 27 September 2020 with the exception of the Toy Library fees which will increase from date of Council resolution

Topic	Submission numbers	Recommendation
<b>Statutory Amendment to the Companion Animals Regulation 2018 to increase fees received from Office of Local Government (page 20)</b>	1	Companion animal fees be set at the statutory set fee levels as per Circular 20-27
<b>Sporting Field Floodlighting for regular users not be increased (page 46)</b>	1	Sporting Field Floodlighting remain at cost recovery as per 2019/20 fees
<b>Revenue Policy/Fees &amp; Charges</b>		
<b>Maximum allowable interest determined by NSW Government</b>	1	Adjust maximum allowable interest as per OLG advice (circular 20-19) to: 0.0% from 01/07/20 to 31/12/20, 7.0% per annum from 01/01/21 to 30/06/21
<b>Operational Budget</b>		
<b>Reduce residential and business rates in the former Tumut Shire area by the amount of the expiring special rate variation</b>	1	Apportion reduction of \$620,961 (plus 2.6% rating peg) to residential and business rates in the former Tumut Shire area, resulting in reduction in operational income. Remove \$135K of expenditure from the capital works budget and fund \$502K of capital works from the General Fund rather than the special rates variation

Submissions received from the community are provided in Attachment 1, Draft Integrated Planning and Reporting document – submissions received.

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

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

Theme 4: Communication & Engagement

##### **Delivery Outcomes**

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

##### **Operational Actions**

Choose Operational Plan Activity

#### **SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	Ensuring adequate services are provided to the community and transparent planning provides confidence in Council's ability to deliver on the community's priorities	The proposed fees and charges changes may be seen as having potential social impacts that will need to be captured and understood through engagement.

	<b>Positive</b>	<b>Negative</b>
Environmental	Planning for the provision of services that improve environmental outcomes within Council's area of influence	Environmental impacts will need to be identified and managed closely given the scale of developments outlined in the Operational Plan.
Economic	The plans assist in improving community and investor confidence in the region through demonstration of gradual improvement in delivery and of key economic initiatives.	There may be a perception that Council needs to be more than an enabler in Economic Development and SVC's role will need to be clearly outlined.
Governance	This report is required to demonstrate to the community and government the appropriateness and transparency of Council's decision making processes.	The community sentiment around submission requests not being reflected as requested in the adopted plans will need to be countered through demonstration of decision making process.

### **Financial and Resources Implications**

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

### **Costs and Benefits:**

The cost of these plans is outlined in the draft 2020-21 budget. Upon advice from OLG \$637,106 (\$620,961 plus 2.6% rating peg) of rates revenue has been removed in the final 2020-21 operational budget.

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

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

IP&R process must be undertaken in accordance with Section 402 – 406 of the Local Government Act 1993 and the Local Government (General) Regulation 2005. Section 402-406 of the Act outline the requirements of:

*402 Community strategic plan*

*403 Resourcing strategy*

*404 Delivery program*

*405 Operational plan*

*406 Integrated planning and reporting guidelines*

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

There is a risk that the adopted plans provided with this report do not satisfy the community's expected levels of service for certain functions of council. Communications plans will be developed to explain and respond where appropriate.

**OPTIONS:**

- 1. Amend the proposed documents prior to adoption** - Preferable option. The community and internal feedback has recommended a number of amendments to the documents. A number of changes are also required upon instructions from the Office of Local Government and under COVID-19 funding arrangements for childcare services.
- 2. Not amend the proposed documents prior to adoption** – Undertaking this option is not desirable as there have been some important matters identified which require amendments to the documents prior to adoption.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Opportunities for community feedback since the documents have been placed on public exhibition at the May Council meeting include.

**External Consultation**

- Online feedback via the SVC website.
- Media releases and associated newspaper articles.
- Radio discussions.
- Social media promotion.

**Internal Consultation**

Since the exhibition period closed, extensive internal consultation has been undertaken with relevant subject expert staff. Proposed recommendation and amendments have been presented to the executive team.

**Attachments**

- 1 Submissions - Draft IP&R documents (under separate cover) [⇒](#)
- 2 Circular 20-27 - Amendments to Companion Animals Regulation (under separate cover) [⇒](#)
- 3 Operational Plan 2020-2021 (under separate cover) [⇒](#)
- 4 Revenue Policy 2020-21 (ID3052484) (under separate cover) [⇒](#)
- 5 Fees and Charges Schedule 2020-21 (ID3051141) (under separate cover) [⇒](#)
- 6 Operational Budget 2020-21 (ID3052482) (under separate cover) [⇒](#)
- 7 Updated Long Term Financial Plan 2020-2030 (ID3052483) (under separate cover) [⇒](#)

**10. GOVERNANCE AND FINANCIAL REPORTS****10.2 FEES FOR COUNCILLORS AND MAYOR 2020/21 FINANCIAL YEAR**

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

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**EXECUTIVE SUMMARY:**

This report outlines the determination made by the Local Government Remuneration Tribunal (the Tribunal) relating to the fees payable to Mayors and Councillors from 1 July 2020.

The report also makes recommendations in relation to annual remuneration for Snowy Valleys Council elected officials for 2020/21 financial year.

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

- 1. Receive the report on Fees for Councillors and Mayor 2020/21 Financial Year.**
- 2. Note the Local Government Remuneration Tribunal's determination that there will be no increase in mayoral and councillor fees for the 2020/21 financial year**
- 3. Set the annual Councillor Fee for the period 1 July 2020 to 30 June 2021 at \$12,160 in accordance with the provisions of section 248 of the Local Government Act 1993 and**
- 4. Set the annual Mayoral Fee for the period 1 July 2020 to 30 June 2021 at \$26,530 in accordance with the provisions of section 249 of the Local Government Act 1993.**

**BACKGROUND:**

The 2020 Determination of the Tribunal has been released, setting the scale for fees payable to elected representatives for all Councils in NSW under sections 239 and 241 of the *Local Government Act 1993*. (LG Act)

**REPORT:**

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

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

In response to the COVID-19 pandemic the Minister for Local Government, made the *Local Government (General) Amendment (COVID-19) Regulation 2020* which extended the time for the making of this determination to no later than 01 July 2020.

The Tribunal has determined that there will be no increase in Mayoral or Councillor Fees for the 2020/21 financial year.

A key factor in this determination was the impact of Covid-19. The Tribunal's Annual Report and Determination 2020 provides further details of this and other factors taken into account in this determination.

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

Pursuant to section 241 of the Local Government Act 1993, the Tribunal’s 2020 annual determination has set the annual fees to be paid in each of the categories to Mayors and Councillors effective from 1 July 2020.

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

The Tribunal has determined that the range of annual fees payable to Councillors and Mayors for the 2020/21 financial year in the “Rural Council” category is as follows (including a weekly breakdown):

<b>Councillor Annual Fee</b>		<b>Mayor Additional Fee*</b>	
Minimum	Maximum	Minimum	Maximum
\$9,190	\$12,160	\$9,780	\$26,530
<b>Councillor Weekly Fee</b>		<b>Mayoral Additional Weekly Fee*</b>	
Minimum	Maximum	Minimum	Maximum
\$177	\$234	\$188	\$510

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

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

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

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

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

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

Theme 4: Communication & Engagement

**Delivery Outcomes**

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

**SUSTAINABILITY ASSESSMENT:**

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

**Financial and Resources Implications**

Annual fees payable to the Mayor and Councillors have been included in the 2020/21 operational budget.

**Policy, Legal and Statutory Implications:**

Sections 248 and 249 of the *Local Government Act 1993* require councils to fix and pay an annual fee based on the Tribunal's determination with no increase for the 2020/21 financial year.

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

Nil

**OPTIONS:**

- Option 1 - Council set the annual fees payable to the Mayor and Councillors for the 2020/21 financial year at the maximum level for the Rural Council category as recommended.
- Option 2 – Council elect to set the fees payable to the Mayor and Councillors for the 2020/21 financial year somewhere between the minimum and maximum rates permissible (outlined above).

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

N/A

Attachments

- 1 Circular 20-23 Determination of the LG Remuneration Tribunal - OLG (under separate cover) ⇒
- 2 2020-Annual Determination - Councillor Fees - LG Remuneration Tribunal (under separate cover) ⇒

**10. GOVERNANCE AND FINANCIAL REPORTS****10.3 MAKING OF THE 2020/21 RATES AND CHARGES**

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

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**EXECUTIVE SUMMARY:**

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

Annual charges for Waste Management, Water Access, Sewer Access, Liquid Trade Waste and Stormwater Charges will be levied on the Rates Notice.

The NSW Government implemented regulations under section 747B of the *Local Government Act 1993* to temporarily modify the application of the Act in response to the COVID-19 pandemic. Councils have been provided with a one-month extension to adopt their 2020/21 Operational Plan (including Revenue Policy, Statement of Fees and Charges and Annual Budget) before 31 July 2020.

The Minister for Local Government approved the rate pegging increase of 2.6% for 2020/21. It is recognised that the COVID-19 pandemic has caused an exceptional set of circumstances with unprecedented impacts, however, it is recommended the 2.6% rate peg is applied in full and rather than a blanket approach, extensions or reductions be applied on a case by case basis specifically to ratepayers facing genuine financial hardship.

In making the rates and annual charges for 2020/21 Council is required to apply the NSW Valuer General's land values as at 1 July 2019.

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

1. **Receive the report on Making of the 2020/21 Rates and Charges.**
2. **Approves the making of the rates and charges and make and levy the following Rates and Annual Charges for the year 1 July 2020 to 30 June 2021 pursuant to section 535 of the Act.**
3. **In accordance with section 494 of the *Local Government Act 1993*, Council hereby make the ordinary rates for the year 1 July 2020 to 30 June 2021 as follows:**
  - a. **An ad valorem rate on all rateable land within Former Tumut LGA categorised as FARMLAND in accordance with Section 515 of the *Local Government Act 1993* of 0.36199 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the *Local Government Act 1993*.**

**In accordance with Section 543 (1) of the *Local Government Act 1993* this rate be named Ordinary Farmland Rate.**
  - b. **An ad valorem rate on all rateable land within Former Tumut LGA categorised as RESIDENTIAL in accordance with Section 516 of the *Local Government Act 1993* of 0.70191 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the *Local Government Act 1993*.**

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

- c. An ad valorem rate on all rateable land within Former Tumut LGA sub - categorised as RURAL RESIDENTIAL in accordance with Section 516 of the *Local Government Act 1993* of 0.64784 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the *Local Government Act 1993*.

In accordance with Section 543 (1) of the *Local Government Act 1993* this rate be named Ordinary Rural Residential Rate.

- d. An ad valorem rate on all rateable land within Former Tumut LGA categorised as BUSINESS in accordance with Section 518 of the *Local Government Act 1993* of 1.18414 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the *Local Government Act 1993*.

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

- e. An ad valorem rate on all rateable land within Former Tumut LGA sub - categorised as BUSINESS-INUNDATED in accordance with Section 518 of the *Local Government Act 1993* of 0.63364 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate land parcel shall be the sum of \$554.00 in accordance with Section 548(1)(a) of the *Local Government Act 1993*.

In accordance with Section 543 (1) of the *Local Government Act 1993* this rate be named Ordinary Business Inundated Rate.

- f. An ordinary rate on all rateable land categorised as FARMLAND in accordance with Section 515 of the *Local Government Act 1993* within Former Tumbarumba LGA comprising of a base amount of \$100.67 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 5% of the total yield of this rate which is in conformity with section 500, and an ad valorem rate of 0.3030 cents in the dollar.

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

- g. An ordinary rate on all rateable land categorised as RESIDENTIAL in accordance with Section 516 of the *Local Government Act 1993* within Former Tumbarumba LGA comprising of a base amount of \$238.60 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 50% of the total yield of this rate which is in conformity with section 500, and an ad valorem rate of 0.5247 cents in the dollar.

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

- h. An ordinary rate on all rateable land sub-categorised as RURAL RESIDENTIAL in accordance with Section 516 of the *Local Government Act 1993* within Former Tumbarumba LGA comprising of a base amount of \$261.24 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 40%

of the total yield of this rate which is in conformity with section 500, and an ad valorem rate of 0.3505 cents in the dollar.

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

- i. An ad valorem rate on all rateable land categorised as BUSINESS in accordance with Section 518 of the *Local Government Act 1993* within Former Tumbarumba LGA of 1.0889 cents in the dollar.

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

- j. An ad valorem rate on all rateable land sub-categorised as BUSINESS RURAL CLUBS in accordance with Section 518 of the *Local Government Act 1993* within Former Tumbarumba LGA of 0.4854 cents in the dollar.

In accordance with Section 543 (1) of the *Local Government Act 1993* this rate be named Ordinary Business Rural Clubs.

- k. An ad valorem rate on all rateable land sub-categorised as BUSINESS INUNDATED in accordance with Section 518 of the *Local Government Act 1993* within Former Tumbarumba LGA of 0.6670 cents in the dollar.

In accordance with Section 543 (1) of the *Local Government Act 1993* this rate be named Ordinary Business Inundated Rate.

4. Pursuant to sections 496 and 501 of the *Local Government Act 1993*, Council hereby make the following waste charges for the year 1 July 2020 to 30 June 2021:

- a. A domestic waste management annual charge of \$460.00 per annum be made for the provision of domestic waste removal services for each rateable parcel of land for which the service can be supplied and contains a dwelling, whether occupied or vacant.

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

- b. A business waste management annual charge of \$515.00 per annum be made for the provision of business waste and recycling waste removal services for each rateable parcel of land for which the service can be supplied and requested.

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

- c. A school waste management annual charge of \$460.00 per annum be made for the provision of business waste and recycling waste removal services for each parcel of land for which the service can be supplied and requested.

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

- d. A waste access management annual charge of \$55.00 per annum be made for each rateable parcel of land within the LGA, other than Brindabella and vacant farmland.

In accordance with Section 543 (3) of the *Local Government Act 1993* this charge be named Waste access charge and Waste access vacant land.

- e. A Special Recycling Only – Commercial charge of \$165.00 per annum be made for the provision of additional recycling waste removal services for which the service can be supplied and requested.

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

- f. A Special Recycling Only – Domestic charge of \$105.00 per annum be made for the provision of additional recycling waste removal services for which the service can be supplied and requested.

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

- g. A Waste only – Domestic charge of \$175.00 per annum be made for the provision of additional domestic waste removal services for which the service can be supplied and requested.

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

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

Category 1 Charge	\$165.00
Category 2 Charge	\$350.00
Category 3 Charge	\$650.00

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

7. Council pursuant to section 501, 552 and 535 of the *Local Government Act 1993*, hereby make the following sewer charges for the year 1 July 2020 to 30 June 2021:

Residential access charge	\$730.00
Unoccupied Sewerage Charge	\$730.00
Commercial access charge - 20mm	\$515.00
Commercial access charge - 25mm	\$805.00
Commercial access charge - 32mm	\$1,320.00
Commercial access charge - 40mm	\$2,060.00
Commercial access charge - 50mm	\$3,220.00
Commercial access charge - 65mm	\$5,440.00
Commercial access charge - 80mm	\$8,240.00
Commercial access charge - 100mm	\$12,880.00
Sewer Access Charge – 50mm + 100mm	\$16,100.00

8. Council pursuant to section 501, 552 and 535 of the *Local Government Act 1993*, hereby make the following water charges for the year 1 July 2020 to 30 June 2021:

Water Access Charge – 20mm	\$144.00
Water Access Charge – 25mm	\$225.00

<b>Water Access Charge – 32mm</b>	<b>\$370.00</b>
<b>Water Access Charge – 40mm</b>	<b>\$575.00</b>
<b>Water Access Charge – 50mm</b>	<b>\$900.00</b>
<b>Water Access Charge – 65mm</b>	<b>\$1520.00</b>
<b>Water Access Charge – 80mm</b>	<b>\$2,300.00</b>
<b>Water Access Charge – 100mm</b>	<b>\$3,600.00</b>
<b>Water Access Charge – 150mm</b>	<b>\$8,100.00</b>
<b>Unmetered Annual Charge</b>	<b>\$690.00</b>
<b>Raw Water Access Charge – 20mm</b>	<b>\$144.00</b>
<b>Raw Water Access Charge – 25mm</b>	<b>\$225.00</b>
<b>Raw Water Access Charge – 32mm</b>	<b>\$370.00</b>
<b>Raw Water Access Charge – 40mm</b>	<b>\$575.00</b>
<b>Raw Water Access Charge – 50mm</b>	<b>\$900.00</b>
<b>Raw Water Access Charge – 80mm</b>	<b>\$2,300.00</b>
<b>Raw Water Access Charge – 100mm</b>	<b>\$3,600.00</b>

9. That the rates as made be levied for the 2020/21 year by service of a Rates and Charges Notice pursuant to section 546 of the *Local Government Act 1993*.
10. Adopts an interest of 0.0% on overdue rates and charges for period 1 July 2020 to 31 December 2020 and 7.0% from 1 January 2021 to 30 June 2021 as determined as the maximum interest rate in accordance with section 566 (3) of the *Local Government Act 1993*. Noting 0.0% for the first half of the year is in response to the financial impacts faced by the community as a result of the COVID-19 Pandemic.

#### **BACKGROUND:**

Council is required to adopt the rates and charges as per sections 494 and 535 and related sections of the *Local Government Act 1993*. Currently the Rates Freeze refers to amalgamated Councils remaining on the same rate path as they were prior to proclamation up until 2021.

#### **REPORT:**

The Minister of Local Government has approved the rate pegging increase of 2.6%.

The 2020/21 rates for the Snowy Valleys Council have been set in accordance with the Local Government (Council Amalgamations) Proclamation 2016 of the 12th May 2016. Item 25 (2): 'The structure for rates applied by a former Council to rates levied for a parcel of land in a former area for the 2015/16 rating year is to be applied by the new Council to that parcel.' Council is expected to harmonise rates from 1 July 2021 after resolving to implement in line with the Local Government Amendment Bill 2019 (NSW) section 218CB of the *Local Government Act 1993* was introduced to change the rate path protection from 3 to 4 years.

Former Tumbarumba Shire Council uses a base rate to which an ad valorem is added as their rating structure. Under S500 of the *Local Government Act 1993* the amount specified as the base amount of a rate (or the base amount of the rate for a category or sub-category of an ordinary rate) must not be such as to produce more than 50 percent of the total amount payable by the levying rate (or of the rate for the category or sub-category concerned) on all rateable land subject to the rate (or the rate for the category or sub-category concerned).

Former Tumut Shire Council uses a minimum rate, whereby each rateable property's valuation is calculated against an ad valorem rate and if the value falls below the minimum set at \$554, then the minimum rate is charged. This amount is set by the Minister of Local Government following a recommendation by IPART. Former Tumut Shire Council's special rate variation expired at the end of 2019/20 and it has been removed per 1 July 2020.

That the rates as made be levied for the 2020/21 year by service of a Rates and Charges Notice pursuant to section 546 of the Local Government Act 1993.

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

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

#### **CSP Outcome 2028**

Theme 4: Communication & Engagement

#### **Delivery Outcomes**

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

#### **Operational Actions**

Choose Operational Plan Activity

## **SUSTAINABILITY ASSESSMENT:**

N/A

### **Financial and Resources Implications**

Levying Ordinary Rates provides approximately \$9M towards the provision of services to the Snowy Valleys community. Former Tumut Shire Council area has had its special rate variation removed, which in 2019/20 yielded \$620,961.

### **Costs and Benefits:**

N/A

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

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

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

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

### **OPTIONS:**

N/A

### **COUNCIL SEAL REQUIRED:**

No

## **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Council's draft Revenue Policy has been put on public display after Council's May meeting to 25 June 2020 as part of the public display of Council's IP&R documents.

### Attachments

- 1 OLG Circular 20-12 (under separate cover) [⇒](#)
- 2 OLG Circular 20-19 (under separate cover) [⇒](#)

## 10. GOVERNANCE AND FINANCIAL REPORTS

### 10.4 STATEMENT OF INVESTMENTS - JUNE 2020

**REPORT AUTHOR:** FINANCE OFFICER  
**RESPONSIBLE DIRECTOR:** CHIEF FINANCIAL OFFICER

#### EXECUTIVE SUMMARY:

This report is to provide an overview of Council's cash and investment portfolio performance as at 30 June 2020.

#### RECOMMENDATION:

#### THAT COUNCIL:

1. Receive the Statement of Investments as at 30 June 2020.

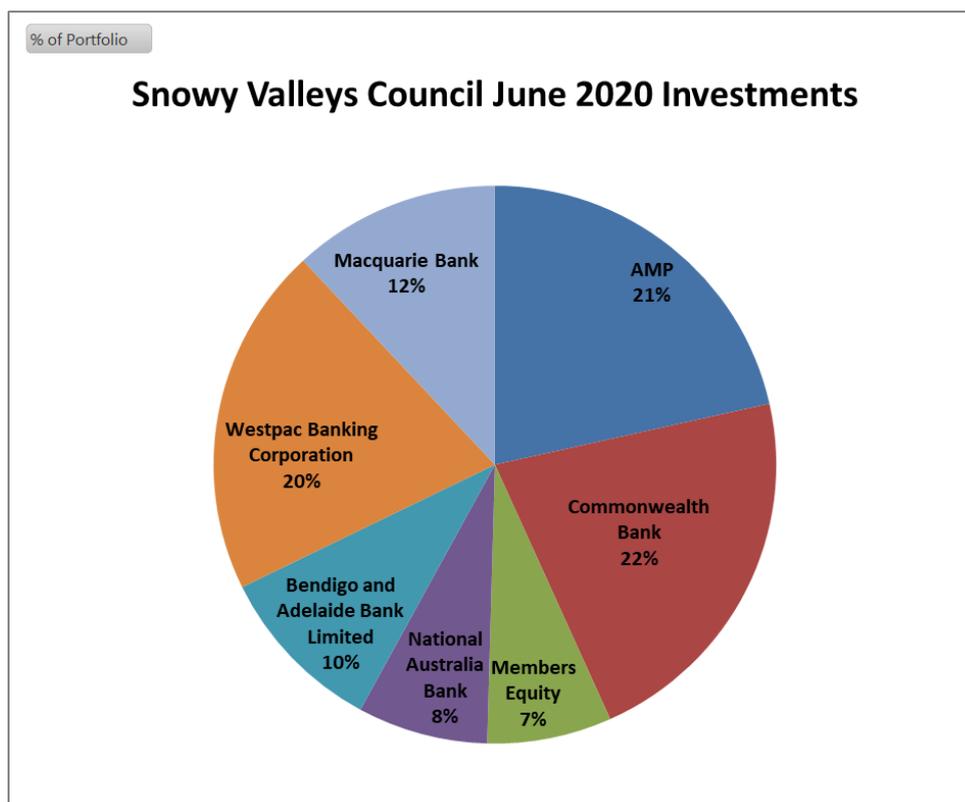
#### BACKGROUND:

Nil

#### 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.

Combined Cash & Investments Table		30/06/2020				
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date
Commonwealth Bank	\$ 9,106	\$ 805,144	-\$ 796,038	IWD Gen	0.25%	
National Australia Bank	\$ 140,594	\$ 104,542	\$ 36,051	W/Acct	0.25%	
Commonwealth Bank	\$ 913,660	\$ 835,341	\$ 78,319	W/Acct	0.25%	
Commonwealth Bank	\$ 8,199,713	\$ 7,397,067	\$ 802,646	At Call (BOS)	0.50%	
Commonwealth Bank	\$ 1,703	\$ 3,158	-\$ 1,454	Gen-Roth	0.25%	
<b>Total Cash &amp; At Call Investments</b>	<b>\$ 9,264,777</b>	<b>\$ 9,145,252</b>	<b>\$ 119,524</b>		<b>0.47%</b>	
	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	16/01/2020	1.60%	14/07/2020
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	16/01/2020	1.60%	14/07/2020
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	18/07/2019	2.05%	18/07/2020
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	22/01/2020	1.80%	20/07/2020
Westpac Banking Corporation	\$ 2,500,000	\$ 2,500,000	\$ -	23/07/2019	2.10%	23/07/2020
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	20/11/2019	1.48%	17/08/2020
Westpac Banking Corporation	\$ 1,000,000	\$ 1,000,000	\$ -	24/01/2020	1.61%	24/08/2020
Westpac Banking Corporation	\$ 1,000,000	\$ 1,000,000	\$ -	4/09/2019	1.70%	4/09/2020
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	9/03/2020	1.25%	7/09/2020
Bendigo and Adelaide Bank Limited	\$ 250,000	\$ 250,000	\$ -	9/03/2020	1.25%	7/09/2020
Members Equity	\$ 1,000,000	\$ 1,000,000	\$ -	25/02/2020	1.60%	25/09/2020
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	31/12/2019	1.58%	30/10/2020
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	26/11/2019	1.50%	25/11/2020
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	26/11/2019	1.50%	25/11/2020
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	11/06/2020	1.55%	7/12/2020
Macquarie Bank	\$ 2,000,000	\$ 2,000,000	\$ -	24/03/2020	1.70%	18/12/2020
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	6/04/2020	1.55%	6/01/2021
Bendigo and Adelaide Bank Limited	\$ 1,057,811	\$ 1,057,811	\$ -	6/04/2020	1.55%	6/01/2021
AMP	\$ 1,000,000	\$ 1,000,000	\$ -	15/01/2020	1.70%	15/01/2021
Members Equity	\$ 2,000,000	\$ 2,000,000	\$ -	25/05/2020	1.25%	19/02/2021
AMP	\$ 2,000,000	\$ 2,000,000	\$ -	18/03/2020	1.80%	18/03/2021
Macquarie Bank	\$ 3,000,000	\$ 3,000,000	\$ -	9/04/2020	1.70%	6/04/2021
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	27/04/2020	1.15%	27/04/2021
Westpac Banking Corporation	\$ 2,000,000	\$ 2,000,000	\$ -	30/06/2020	0.97%	30/06/2021
<b>Total Term Deposits</b>	<b>\$ 32,615,623</b>	<b>\$ 32,615,623</b>	<b>\$ -</b>		<b>1.60%</b>	
<b>Total Cash &amp; Investments</b>	<b>\$ 41,880,399</b>	<b>\$ 41,760,875</b>	<b>\$ 119,524</b>			



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

Cash and investments have increased by \$119K during June 2020.

Major income received during June included:

- |                                   |        |
|-----------------------------------|--------|
| • Showground Stimulus Program     | \$824K |
| • Hume & Hovell Track payments    | \$655K |
| • Rail Trail                      | \$542K |
| • BAS refund (May 2020)           | \$421K |
| • Removal Dangerous trees payment | \$202K |

Main expenditure (excluding employee costs) during the month related to the following projects:

- |   |        |
|---|--------|
| • Alpine Way SS Slope works                 | \$764K |
| • Guardrails                                | \$505K |
| • New PC equipment                          | \$438K |
| • New plant purchases                       | \$278K |
| • Tree removal (dangerous trees)            | \$215K |
| • Bridges for Hume and Hovell walking track | \$168K |

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

- Westpac term deposit of \$2M renewed for 12 months at 0.97%

Cash investment rates continue to remain low due to the volatile economic environment and long-term outlook. Council's investment policy requires Council officers to minimise investment risk by

spreading investments across a number of institutions (institutional credit framework) as well as within its investment portfolio (overall portfolio credit framework). These risk minimisation measures impact the achievable rate of return. Council officers continue to monitor the investment market and regularly receive updates from Council's financial advisors.

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

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

Theme 4: Communication & Engagement

##### **Delivery Outcomes**

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

#### **SUSTAINABILITY ASSESSMENT:**

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

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

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

<b>Financial Costs</b>	<b>Financial Benefits</b>	<b>Benefits</b>	<b>Opportunities</b>
List Direct Costs	Savings/Efficiencies	Community Benefits	Future projects to be funded from investment returns
List indirect costs		Organisational Benefits	Reputational improvements
Initial Costs	Ongoing Benefits	Other Non-financial benefits	Further enhancements

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

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

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

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

##### **OPTIONS:**

N/A

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

No

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

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

##### Attachments

Nil

**10. GOVERNANCE AND FINANCIAL REPORTS****10.5 ENDORSEMENT OF THE COUNCIL COMMITTEES FRAMEWORK - FOR PUBLIC EXHIBITION**

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

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**EXECUTIVE SUMMARY:**

In January 2018, a number of high risks were identified during an internal audit of Council's Section 355 Committees. In response to these findings, work has been undertaken to develop a framework for the future management of Council Committees including both Advisory Committees and Community Committees.

This report seeks Council's endorsement to place the Council Committee Framework documents, including the policy and operations manual, on public exhibition for a period of no less than 56 days in order for Council's team to commence consultation with individual committees.

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

1. **Receive the report on Endorsement of the Council Committees Framework for Public Exhibition from the Executive Chief of Staff**
2. **Endorse the Council Committees Policy SVC-GOV-PO-109-01 for public exhibition for a minimum period of 56 days;**
3. **Endorse the Council Committees Operations Manual SVC-GOV-Gdl-028-01 for public exhibition for a minimum period of 56 days.**

**BACKGROUND:****Office of Local Government Council Circular 16-24**

In 2016, the Office of Local Government released a Council Circular to all NSW Councils regarding Section 355 Committees. Councils were encouraged to review the operations of committees established under section 355 of the Local Government Act 1993 (the Act). The circular stated the following key points.

- Encourages Council to review the operations of committees established under section 355 of the Act
- Committees were failing to meet basic governance and accounting standards
- Committees need to remain transparent regarding expenditure of Council funds
- Committees need to demonstrate clear links to the goals of Councils Delivery Program
- Need to be fit for purpose
- Following the elections, committee functions and expenditure need to align with the goals of incoming Delivery Program

<https://www.olg.nsw.gov.au/council-circulars/governance/16-24-section-355-committees/>

## Internal Audit January 2018

Johnson's MME undertook a Review of Management of Section 355 Committees and Volunteers in January 2018.

The objective of the engagement was to ascertain whether Council had:

- a) Developed effective policies in order to manage committees established under Section 355 of the Local Government Act 1993;
- b) Developed effective policies and procedures to govern the management of volunteers in delivering relevant Council programs and
- c) Complied with the developed policies and procedures.

These recommendations had a target completion date of March- September 2018. A number of risks, including two high risks were identified being:

- Inconsistent practices – two separate Committee manuals in operation, and further inconsistencies in the way those two manuals were applied to the management of committees
- Business unit vs committees – anomalies with the operation of Community Transport

Other risks and recommendations identified included:

- Risk assessments were not performed in identifying or mitigating risks associated with committees
- Lack of clarity over who has responsibility for the monitoring and oversight of committees
- No formal reporting on financial performance/position and activities of the committees to the executive and council
- Gaps in information required to be submitted by committees

## Inconsistent Financial Management

- Previous requirements for financial management of Committees differed between the two former shires
- Councils previously allowed committees to have their own bank accounts and ABNs
- The individual former Councils were not consistent with these applications across committees

## REPORT:

### Why does Council have Committees?

Council appoints committees to provide a mechanism by which interested persons can have an active role in a function of Council through the provision/management of Council facilities or services.

Committees are formed under the provisions of Section 355 and 377 of the Local Government Act, 1993 (the Act). Section 355 allows Council to exercise a function through a Committee of the Council and Section 377 allows council to delegate a function to a Committee of the Council.

### What types of Committees does Council have?

#### Advisory Committees

Are committees whose membership may include experts, professionals, government employees, community representatives and Council employees as well as Councillors. Advisory committees are often used by Council to obtain expert advice on complex matters.

## Community Committees

Are committees that are delegated by Council to perform certain functions of the Council (such as managing a Council owned facility) and may have Councillors or Council employees as delegates. Membership consists of community members who must be registered and inducted volunteers of Council as per Council's Volunteer Policy. These members must be appointed to the committee by Council.

This framework applies to all committees except:

- Committees of which all the members are Councillors. These committees must conduct their meetings in accordance with Council's Code of Meeting Practice.
- Committees of which all the members are staff. These committees are operational and do not require Council adoption, although may follow this manual for guidance.

### **Development of the Framework**

The framework has been developed in consultation with the internal auditor and advice from the Office of Local Government. During the development of the framework a number of committees have been identified as being no longer active or for not meeting the minimum requirements of governance and financial reporting.

The public exhibition period will allow the nominated staff delegates to work with committees and for the Governance and Risk team to conduct information and training sessions. This will ensure the committees have a greater understanding of the governance and financial reporting requirements for Committees.

A report back to Council for adoption of the framework will be presented once feedback and submissions received during the public exhibition period are collated and considered.

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

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

Theme 4: Communication & Engagement

#### **Delivery Outcomes**

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

#### **Operational Actions**

4.5.3 Provide support to volunteer groups and section 355 committees to manage risk

### **SUSTAINABILITY ASSESSMENT:**

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

There will be an additional requirement for Council resources, primarily staff time, to implement the new framework.

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

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

Local Government Act NSW 1993

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

The section of the report that deals with the findings of the Internal Audit also identifies the primary risks associated with the management and current practices of Committees.

There is a risk for Council that by accepting these recommendations, a number of the current committees may not be able to comply with the governance and financial requirements of the new framework and other options may need to be explored outside of the Council framework, i.e. incorporation, to ensure that these committees can continue to provide services to the community.

**OPTIONS:**

- To not endorse the attached documents as presented, instead providing feedback for incorporation into a future version
- To cancel the project and not proceed

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Significant consultation with committees and stakeholders over the last 18 months has been undertaken to obtain a thorough understanding of the current management of the committees. The knowledge gained from these discussions has been incorporated into the framework:

- Office of Local Government
- Statewide Mutual
- Finance
- Events management
- Asset management
- Committees
- Volunteers
- Community transport

The Policy and Operations Manual will be placed on public exhibition for a minimum period of 8 weeks to allow sufficient time for nominated staff delegates and the Governance and Risk team to workshop the framework with affected committees.

**Attachments**

- 1 DRAFT Council Committees Policy - SVC-GOV-PO-109-01 (ID3049873) (under separate cover) [⇒](#)
- 2 DRAFT Council Committees Operations Manual SVC-GOV-GdI-028-01 (ID3049872) (under separate cover) [⇒](#)

**11. MANAGEMENT REPORTS****11.1 ACKNOWLEDGEMENT - COUNCIL ASSISTANCE DURING FIRE RESPONSE AND RECOVERY****REPORT AUTHOR:** EXECUTIVE CHIEF OF STAFF**RESPONSIBLE DIRECTOR:** CHIEF EXECUTIVE OFFICER**EXECUTIVE SUMMARY:**

This report acknowledges the collegial support provided by a number of Councils across the country to Snowy Valleys Council during both the response and initial recovery phases of the fire event that impacted the Local Government Area during December 2019 and January 2020.

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

1. **Receive the report on the acknowledgement of council assistance provided during the 2019-2020 fire response and recovery.**
2. **Acknowledges the extraordinary effort by Snowy Valleys Council staff across the organisation in both the fire response, initial and ongoing recovery work.**
3. **Acknowledges both the assistance provided as detailed in Table 1 and the offers of assistance received from various councils as detailed in Table 2 during the fire event and the initial phase of recovery.**
4. **Send a letter of appreciation from the Mayor to those Councils who offered and/or provided support.**
5. **Delegates to the Chief Executive Officer the coordination of any other recognition that Council deems appropriate.**

**BACKGROUND:**

The Dunns Road fire was reported on 28 December 2019, and combined with the Green Valley fire, burned for more than 50 days.

During that time, approximately 160 Council staff were involved in the fire response, during a period when they were largely due to be on leave. Around 40 staff were directly involved in the active fire response, and approximately 30 staff were involved in the initial recovery work including managing and referring fire related enquiries, donations centres, fodder coordination and other immediate tasks.

Snowy Valleys Council received numerous offers of assistance from a number of other Councils for a variety of tasks and initiatives during this time including Mayoral bushfire appeals.

Despite the challenges presented by the COVID-19 pandemic, Council-led recovery work continued through the operation of the Recovery Assistance Points and Mobile Recovery Outreach Program, both of which transitioned on 30 June 2020 to the Department of Primary Industry Community Support Worker Program.

Council has been successful in receiving funding for a Community Recovery Officer for 12 months until 30 June 2021, which will be responsible for enacting locally the work plan for recovery under Resilience NSW. This position will work closely with Council's economic and community development staff to facilitate community-led recovery initiatives.

**REPORT:**

Council would like to formally acknowledge the assistance provided by the following Councils during the 2019-20 fire events and immediate recovery work:

**Table 1:**

<b>Council</b>	<b>Assistance</b>
Greater Hume Council	Provision of invaluable assistance and support to the community of Jingellic and other border communities during fire response and initial recovery.
Wagga Wagga City Council	Provision of staff to assist either directly with bushfire recovery and response enquiries or to provide backfill for Snowy Valleys staff for these tasks.  Provision of the 'Charlie' truck to provide vital immediate recovery support to isolated and impacted communities across the LGA.
Griffith City Council	Offers of support and the raising of significant funds through the Mayoral Bushfire Appeal for fire impacted residents.
Temora City Council	Offers of support and the raising of significant funds through the Mayoral Bushfire Appeal for fire impacted residents.
Noosa Shire Council	Provision of an experienced Disaster Recovery Officer for a period of three weeks during the initial recovery phase.
Cootamundra-Gundagai Regional Council	Provision of an experienced Local Emergency Management Officer for the Emergency Operations Centre to allow SVC staff a rest period (EOC operated 24 hours a day between 28 December – 17 January)
North Sydney Council	Provision of a staff member to begin the compilation of the section 44 claim for council for two weeks.

In addition to the above, Council acknowledges the generous offers of assistance from the following Councils:

**Table 2:**

Narrandera Shire Council Inner West Council Randwick City Council Port Macquarie-Hastings Council Queanbeyan Palerang Regional Council Blaney Shire Council
--

It is recommended that Council prepare a letter of appreciation to the abovementioned Councils, signed by the Mayor, and that Council delegate to the Chief Executive Officer the coordination of any additional recognition that Council deems appropriate.

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

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

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

Theme 4: Communication & Engagement

##### **Delivery Outcomes**

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

#### **SUSTAINABILITY ASSESSMENT:**

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

Nil.

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

Any event or gift of appreciation to supporting Councils will be subjected to their own Gifts and Benefits policies.

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

Nil

#### **OPTIONS:**

Council may determine another method of showing appreciation to those councils who provided assistance.

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

No

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

The Mayor and the Chief Executive Officer have actively expressed gratitude to those Councils who have offered or provided assistance.

#### **ATTACHMENTS**

Nil

**11. MANAGEMENT REPORTS****11.2 TALBINGO CYCLING TRACKS - LICENSE AGREEMENT WITH SNOWY HYDRO**

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

**EXECUTIVE SUMMARY:**

This report seeks a determination from Council to enter into a licence agreement with Snowy Hydro in respect of land owned by Snowy Hydro upon which cycling facilities have been or are proposed to be constructed.

The Talbingo Mountain Bike Club have received funding from Snowy Hydro to construct a Cycling Skills Track on land in Talbingo. A portion of the land is owned by Snowy Hydro with balance being Council land. The Skills Track has been completed and an additional cycleway is proposed to link the Skills Track with the Talbingo Power Station. This Cycleway is proposed to be built on land wholly owned by Snowy Hydro.

Both cycling facilities are proposed to be open and available to the general public, enhancing the recreational opportunities available to residents and visitors to Talbingo. Snowy Hydro wish to enter into a licence agreement, so that Council is the authority with responsibility for these recreational assets.

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

1. **Receive the report on Talbingo Cycling Tracks – License Agreement with Snowy Hydro from the Executive Director Community and Corporate**
2. **Determine to enter into a Licence Agreement with Snowy Hydro in respect of**
  - A. **the land owned by Snow Hydro upon which a “Cycling Skills Track” has been constructed**
  - B. **the land owned by Snowy Hydro upon which it is proposed to construct a Foreshore Cycle Trail**
3. **Authorise the CEO to sign and execute the Licence Agreement in respect of the subject land**
4. **Authorise Council Officers to develop and execute a Memorandum of Understanding with the Talbingo MTB Club Inc. setting out the roles and responsibilities of Council and the Club in respect of the ongoing operations associated with the subject cycling facilities**

**BACKGROUND:**

The Talbingo Mountain Bike Club Inc. are an active group of cycling enthusiasts. The club has developed plans for a "World Class" network of cycling trails in and around Talbingo. Stage one of the plan, a skills track, is nearing completion in the Talbingo Township. This has been designed and constructed to Mountain Bike Australia and the International Mountain Bike Association standards, across two parcels of land owned by SVC and Snowy Hydro respectively. The project was funded by Visy through the Foundation for Rural and Regional Recovery.

Snowy Hydro has advised the club that further funding has been approved to construct a foreshore cycle trail on Snowy Hydro land. This funding will be contingent upon Council entering into a licence agreement with Snowy Hydro in respect of the land proposed for the route of the foreshore cycling trail and the balance of the land upon which the skills track is being constructed.

**REPORT:**

The Snowy Valleys region is emerging as cycling destination and Talbingo has the potential to play a central role in that emergence. In June 2020 the NSW Government announced funding for the development of a business plan in respect of a proposed mountain bike trail in the hills adjacent to Talbingo. The proposed trail will provide a challenging 1,000 meter descent down Big Talbingo to the township as well as a trail connecting back to Yarrangobilly.

The mountain bike facility has been conceptualised and proposed by the Talbingo MTB Club Inc. The skills track under construction and the proposed foreshore cycle trail located within the Talbingo Township are key elements of the overall Talbingo MTB Park concept. It anticipated that following the completion of the business plan funding will become available to commence the construction of the trails at Big Talbingo and Yarrangobilly. This larger project will cost in the order of \$9M and will generate significant year round visitation to Talbingo and the Snowy Valleys Region at a time when other attractions such as the Mt Selwyn ski resort are unavailable due to their destruction in the 2020 bushfires.

Whilst Snowy Hydro are pleased to be able to support the Talbingo community through the provision of funding and access to land for the development of recreational facilities, they do not wish to be responsible for the assets once they have been constructed. Snowy Hydro see Council as the "natural fit" in respect of these recreational assets and therefore seeks to enter into the Licence Agreement which sees control and responsibility for the assets handed to Council for a period of twenty years.

Additionally the Talbingo MTB Club Inc. propose that an MOU be established between Council and the Talbingo MTB Club Inc. setting out the responsibilities for each party in respect of the Skills Track and the Foreshore Trail. Under the proposed MOU Council would be responsible for the provision of insurances and the Talbingo MTB Club Inc. would be responsible for maintenance of the facilities. Such an MOU will also set out the standards to which the track and trail will be maintained.

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

Theme 3: Our Environment

**Delivery Outcomes**

5.5 Provide infrastructure which encourages the use of sustainable transport such as cycleways and rail trails

**Operational Actions**

5.6.3 Seek funding opportunities to enhance active and passive recreation opportunities

**SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	The provision of recreational facilities in Snowy Valleys Towns and Villages contributes to positive social, health and well-being outcomes for residents and visitors	Nil
Environmental	The provision of formal cycle trails in the landscape reduces the environmental impact of cycling where informal trails are developed in an ad hoc manner.	Nil
Economic	Cycling has experienced unprecedented growth as a recreational pursuit over the 10 years, this growth continues. Establishing Snowy Valleys as a cycling destination will encourage increasing visitation and deliver greater economic activity to the region.	Nil
Governance	The proposed licence agreement will be drafted to ensure transparency in respect of Councils control and responsibility over the sites containing the skills track and the proposed foreshore cycle trail.	Entering into the licence agreement will see the assets become listed in Councils Asset Register and as such will be subject to depreciation which must be accounted for and will appear on Councils balance sheet.  In accounting terms the Licence Agreement is considered to be a lease and as such will also appear on Councils balance sheet.

**Financial and Resources Implications**

- Entering into the licence agreement will see the assets become listed in Councils Asset Register and as such will be subject to depreciation which must be accounted for and will appear on Councils Balance Sheet.
- The cost of maintaining the completed facilities is estimated to be \$3k per annum however, under the proposed MOU Talbingo MTB Club Inc. will bear responsibility for maintenance and the associated costs.

**Costs and Benefits:**

The cost associated with entering into the licence agreement as recommended in this report relate to depreciation and maintenance. Annual maintenance is estimated at \$3K however, under the proposed MOU with the Talbingo MTB Club Inc. this cost will be met by the club.

Residents and visitors to Talbingo will benefit from improved and expanded recreational facilities within the town. The broader SVC region will benefit from increased visitation associated with the development of quality cycling tracks and trails.

**Policy, Legal and Statutory Implications:**

The assets resulting from a decision to enter into the licence agreement as recommended in this report will be subject to the SVC asset management policy and framework.

Under the statutory accounting standards applied to local government these assets and the licence agreement itself are required to appear on Councils Balance Sheet

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

Should the Talbingo MTB Club wind up at some point in the future, maintenance of the Skills Track and Foreshore trail will become the responsibility of Council.

**OPTIONS:**

Council has the option to not enter into the Licence Agreement as proposed however, in the absence of such an agreement the status of the track recently constructed across Council and Snowy Hydro land will be unclear and this may result in the need to remove the facility. Additionally the funding that had been approved for the development of the Foreshore Cycle Trail may cease to be available.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

During the development of the broader concept for a range of mountain bike facilities in Talbingo and surrounds, the Talbingo MTB Club Inc. undertook a series of information sessions and communications to the public and key stakeholders.

Attachments

- 1 Licence Agreement - Management Talbingo Bike Trails (under separate cover) [⇒](#)

**11. MANAGEMENT REPORTS****11.3 REGIONAL TRAIL MASTERPLAN**

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

**EXECUTIVE SUMMARY:**

At the Ordinary Meeting of Snowy Valleys Council held on 18 June 2020 a Mayoral Minute was adopted that requested a report to the July 2020 Council meeting detailing the advocacy plan component in respect of the Regional Trails Masterplan.

This report provides an overview of the proposed Regional Trails Masterplan that will provide the central planning reference for shaping the scope and connectivity of existing and proposed cycling and walking trails across the Snowy Valleys region.

The Masterplan process will allow for community input into trail prioritisation and the ability for project scoping and feasibility reviews of existing and future trails to be undertaken and form the basis for future funding requests that accurately outline community support, projects cost and regional benefits.

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

- 1. Receive the report on Regional Trail Masterplan from Executive Director Community & Corporate.**
- 2. Not the report on Regional Trail Masterplan**

**BACKGROUND:**

At an extraordinary meeting held on 28 May 2020 Council received a report on the 2020-2021 Advocacy Priorities. Subsequently at the Ordinary Meeting of Snowy Valleys Council held on 18 June 2020 a Mayoral Minute was adopted that requested a report to the July 2020 Council meeting detailing the advocacy plan component in respect of the Regional Trails Masterplan.

**REPORT:**

With the growing popularity of cycling in the region, Snowy Valleys is well positioned to establish itself as the premier cycling destination in NSW. The region has existing road cycling strengths and is geographically ideal for positioning itself as a competitor in the Mountain Biking space. Key to establishing cycling and walking tourism in the region will be securing investment for the development of a Regional Walking and Cycling Masterplan for the SVC region that captures existing and new opportunities and establishes a framework and criteria for prioritising the development of proposed new, and any significant upgrades of existing, tracks and trails.

Council completed the Tumbarumba to Rosewood Rail Trail in conjunction with the NSW Government as a pilot project for NSW. SVC's Destination Plan supports the development of studies and masterplans for future trails in rail corridors.

As identified in the Snowy Valleys Destination Management Plan, the region boasts excellent prerequisites for cycle tourism development. These include:

- Road Cycling - quiet roads and hill climbs to target the recreational cyclist

- Rail Trails – Disused railway lines traverse the region through highly scenic landscapes and with the potential to link villages.
- Mountain Biking – There is a large amount of public forest in close proximity to townships and a growing mountain bike scene in Tumut and Tumbarumba, and the surrounding region. Further investment is needed to realise this sector.
- The Hume and Hovell Track presents an opportunity for walking and cycling through the region.

A Masterplan is required to:

- Establish criteria for funding requests for the development of proposed new tracks, upgrading existing tracks and informing future investment by stakeholders
- Develop an aspirational regional network of tracks and trails for walking and cycling, including localised track networks and connecting/linking routes
- Identify (based upon the criteria) high priority projects and undertake further investigation and scoping of those tracks, including initial planning and feasibility studies, environmental and cultural assessments, broad costings for development and maintenance of the tracks and associated infrastructure (whole of life costs)
- Develop an extensive knowledge base of existing authorised and unauthorised cycling and walking tracks and trails across the SVC
- Develop an assessment criteria for determining suitability for multi-use or single use only bike and walking trails.

The Masterplan will take into consideration the following key drivers:

- Increase participation in physical activity and visitation through the development, maintenance and management of quality and integrated infrastructure suitable for walking, cycling and, where appropriate equestrian use
- Provide connections to places that people want to get to including towns and villages, community and visitor destinations and natural assets
- Identify opportunities for investment in path and trail facilities within SVC to provide a comprehensive and linked network and determine a hierarchy for prioritisation
- Identify opportunities to connect to neighbouring Councils and greater strategic recreational paths make walking and cycling safe forms of transport for residents of, and visitors to SVC.

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

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

#### **CSP Outcome 2028**

Theme 1: Towns and Villages

#### **Delivery Outcomes**

5.5 Provide infrastructure which encourages the use of sustainable transport such as cycleways and rail trails

#### **Operational Actions**

5.5.1 Complete the planning and delivery of cycling infrastructure, including Tumbarumba to Rosewood Rail Trail, The Mountain Bike connection between the Hume and Hovell Trail and Tumbarumba, Tumut Pump Track

**SUSTAINABILITY ASSESSMENT:**

	<b>Positive</b>	<b>Negative</b>
Social	The provision of recreational facilities in Snowy Valleys Towns and Villages contributes to positive social, health and well-being outcomes for residents and visitors	Nil
Environmental	The development of a masterplan will identify areas of environmental sensitivity and allow for appropriate design responses.	Nil
Economic	Cycling has experienced unprecedented growth as a recreational pursuit over the 10 years, this growth continues. Establishing Snowy Valleys as a cycling destination will encourage increasing visitation and deliver greater economic activity to the region.	Additional long term costs may be incurred by Council for the maintenance and management of tracks and trails.
Governance	Master planning for the development of recreation facility ensures that regulatory, legislative and governance matters are identified prior to the implementation of projects resulting from the process.	Nil

**Financial and Resources Implications**

Through its 2020/2021 Advocacy Priorities SVC is seeking funding to undertake a Regional Trails Masterplan. This plan will inform future funding applications for the development of cycling and walking infrastructure across the Municipality. The amount of funding sought is \$250,000.

**Costs and Benefits:**

- Economic stimulus
- Supports redevelopment of key tourism asset
- Improving tourism / bringing visitors to the LGA

**Policy, Legal and Statutory Implications:**

Nil

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

Nil

**OPTIONS:**

Nil

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

The development of a Regional Trails Masterplan will involve extensive engagement and community consultation.

**ATTACHMENTS**

Nil

**12. MINUTES OF COMMITTEE MEETINGS****12.1 MINUTES – RRL ADVISORY COMMITTEE MEETING – APRIL 2020**

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

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

1. **Receive the report on the Riverina Regional Library Advisory Committee Meeting Minutes April 2020**
2. **Note the Minutes of the Riverina Regional Library Advisory Committee Meeting held on 22 April 2020.**

**BACKGROUND:**

The Riverina Regional Library (RRL) operates under two primary pieces of legislation – the Local Government Act 1993 and the Library Act 1939.

As a member Council of RRL and signatory to the RRL Deed of Agreement 2018 – 2022, Snowy Valleys Council has appointed two delegates, one of which is an elected person, to be members of the RRL Advisory Committee.

Wagga Wagga City Council undertakes the role of ‘Executive Council’ under the current Riverina Regional Library Deed of Agreement, and the Riverina Regional Library operates under the policies of the Executive Council in order to comply with the requirements of the Local Government Act. An advisory committee, known as the Riverina Regional Library Advisory Committee, provides advice and recommendations to the Executive Council on matters pertaining to Riverina Regional Library.

**REPORT:**RRL Advisory Committee Minutes

The RRL Advisory Committee meeting was held on 22 April 2020. Minutes of the meeting are attached. Wagga Wagga City Council as the Executive Council adopted the minutes at their 29 June 2020 Council Meeting.

SVC Manager Customer & Technology was elected to join the Executive Committee of RRL Advisory Committee in accordance with the RRL Deed of Agreement as part of the meeting proceedings.

RRL Management Plan 2020-2021

The RRL Deed of Agreement requires the RRL Management Plan to be endorsed by the Executive Council by 30 June each year. The draft RRL Management Plan 2020/21 was endorsed by the RRL Advisory Committee meeting held on 22 April 2020 and is included as an attachment.

The RRL Management Plan aggregates the RRL organisational planning and financial mechanisms to provide an overview of the service provision intent of the organisation. It comprises the following documents for endorsement by the Executive Council:

- RRL Deed of Agreement 2018-2022
- Draft Member Council Contributions 2020/21

- Draft RRL Budget 2020/21
- Draft RRL Fees and Charges 2020/21

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

Theme 1: Towns and Villages

**Delivery Outcomes**

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

**Operational Actions**

1.2.5 Deliver program of children and youth events by Library services

**SUSTAINABILITY ASSESSMENT:**

Nil

**Financial and Resources Implications**

Nil

**Costs and Benefits:**

Nil

**Policy, Legal and Statutory Implications:****Library Act 1939 RISK MANAGEMENT – BUSINESS RISK/WHS/PUBLIC:**

Nil

**OPTIONS:**

Nil

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**Attachments

- 1 Riverina Regional Library Advisory Committee Minutes - 22 April 2020 (under separate cover) [⇒](#)
- 2 Riverina Regional Library 2020-2021 Management Plan (under separate cover) [⇒](#)

## 13. CONFIDENTIAL

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

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

### **Recommendation:**

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

#### 13.1 RIVERGLADE CARAVAN PARK LEASE EXTENSION

*Item 14.1 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.*