



**SNOWY VALLEYS COUNCIL  
ORDINARY MEETING**

**AGENDA**

**Thursday, 21 July 2022**

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

## Statement of Ethical Obligations

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

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

- 4.28** Councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.
- 4.29** The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:
- (a) at any time during which the matter is being considered or discussed by the council or committee, or
  - (b) at any time during which the council or committee is voting on any question in relation to the matter.
- 4.30** In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.
- 4.31** Disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.

### Disclosure of Political Donations and Gifts

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

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

For further information, visit [www.planning.nsw.gov.au/donations](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 General Manager.

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

- 4.1** The Council may hold a public forum prior to each Ordinary Council meeting for the purpose of hearing oral submissions on items of business to be considered at the meeting.
- 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, 21 July 2022

In the Council Chambers 76 Capper Street Tumut and Via Video Link

2:00 PM

## AGENDA

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## **1. ACKNOWLEDGEMENT OF COUNTRY**

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

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## **2. APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE**

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Apologies have been received and accepted from the Mayor Cr Ian Chaffey and Cr James Hayes.

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## **3. DECLARATIONS OF PECUNIARY INTEREST**

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*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.*

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## **4. PUBLIC FORUM**

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Nil.

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## **5. CONFIRMATION OF MINUTES**

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### **5.1. MINUTES - ORDINARY MEETING - 16 JUNE 2022**

#### **RECOMMENDATION:**

That the Minutes of the Ordinary Council Meeting held on 16 June 2022 be received and confirmed as an accurate record.

**Attachment 1 - DRAFT MINUTES 16 JUNE 2022 ORDINARY MEETING OF COUNCIL**



**SNOWY VALLEYS COUNCIL  
ORDINARY MEETING**

**MINUTES**

**Thursday, 16 June 2022**

MEETING HELD 2:05 PM  
IN THE COUNCIL CHAMBERS 76 CAPPER STREET TUMUT

Snowy Valleys Council Ordinary Meeting Minutes

Thursday, 16 June 2022

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

**IN ATTENDANCE:** Chief Executive Officer Matthew Hyde, Acting Executive Director Infrastructure John Osland, Executive Chief of Staff Shelley Jones, Chief Financial Officer Susanne Andres, Manager Growth and Activation Nick Wilton and Executive Assistant Jeannie Moran-Fahey

## **1. ACKNOWLEDGEMENT OF COUNTRY**

An acknowledgment of country was delivered by Cr Julia Ham.

## **2. APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE**

There were no apologies received and one Leave of Absence for the next Ordinary Meeting of Council to be held on 21 July 2022 was requested by Mayor Chaffey.

### **M164/22 RESOLVED:**

That the Leave of Absence requested by Mayor, Cr Ian Chaffey for the next Ordinary Meeting of Council to be held on 21 July 2022 be received and granted.

Cr Trina Thomson/Cr Johanna (Hansie) Armour

**CARRIED UNANIMOUSLY**

## **3. DECLARATIONS OF PECUNIARY INTEREST**

Cr Hansie Armour declared a non-pecuniary interest in relation to report # 11.4 'DA2021/0268 Proposed Food and Drink Industry - Microdistillery at Lot 26, DP1018407, 2-722 Little River Road, Little River' due to knowing the applicants and will leave the room during discussion and voting.

Cr Hansie Armour declared a non-pecuniary non-significant interest in relation to report # 11.3 'In Principle Consideration of Transgrid Accommodation Options' due to owning property where Humelink is proposed to cross and may therefore be entitled to compensation and will remain in the room during discussion.

Executive Chief of Staff Shelley Jones declared a pecuniary interest in relation to report # 13.1 Confirmation of Organisation Structure due to being a potentially impacted staff member and will leave the room during discussion.

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in In the Council Chambers 76 Capper Street Tumut and Via Video Link on Thursday, 16 June 2022

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\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Executive Officer



Chief Financial Officer Susanne Andres declared a pecuniary interest in relation to report # 13.1 Confirmation of Organisation Structure due to a potentially impacted staff member and will leave the room during discussion.

Acting Executive Director Infrastructure John Osland declared a non-pecuniary interest in relation to report # 13.1 Confirmation of Organisation Structure due to a potential conflict with his current contract and will leave the room during discussion.

Chief Executive Officer declared a non-pecuniary interest in relation to report # L.1.1 Confidential due to being a Director on the Board of Local Government Professionals NSW and one of the applicants is a sponsor of that organisation and will leave the room during discussion and voting.

#### 4. PUBLIC FORUM

Four individuals addressed the Public Forum held immediately prior to the 16 June 2022 Ordinary Meeting of Council as follows:

Brook Penfold spoke against Item 10.1 '2022 Integrated Planning and Reporting Suite - For Adoption'.

David Sheldon spoke against Item 11.4 'DA2021/0268 Proposed Food and Drink Industry - Microdistillery at Lot 26, DP1018407, 2-722 Little River Road, Little River'.

Michael Inglis spoke against Item 11.4 'DA2021/0268 Proposed Food and Drink Industry - Microdistillery at Lot 26, DP1018407, 2-722 Little River Road, Little River'.

Greg Knoblanche spoke against Item 11.4 'DA2021/0268 Proposed Food and Drink Industry - Microdistillery at Lot 26, DP1018407, 2-722 Little River Road, Little River'.

**M165/22 RESOLVED** to move forward Item 11.4 DA2021/0268 Proposed Food and Drink Industry - Microdistillery at Lot 26, DP1018407, 2-722 Little River Road, Little River to the beginning of report items.

Cr Trina Thomson/Cr John Larter

**CARRIED UNANIMOUSLY**

#### 5. CONFIRMATION OF MINUTES

##### 5.1. MINUTES - ORDINARY COUNCIL - 19 MAY 2022

**M166/22 RESOLVED:**

That the Minutes of the Ordinary Council Meeting held on 19 May 2022 be received and confirmed as an accurate record.

Cr Trina Thomson/Cr Mick Ivill

**CARRIED UNANIMOUSLY**

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in In the Council Chambers 76 Capper Street Tumut and Via Video Link on Thursday, 16 June 2022

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\_\_\_\_\_  
Mayor

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Chief Executive Officer

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**6. CORRESPONDENCE/PETITIONS**

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Nil.

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

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Nil.

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**8. MAYORAL MINUTE**

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**8.1. APPOINTMENT OF INTERIM CEO****M167/22 RESOLVED:**

1. That the Mayoral Minute dated 9 June 2022, for the temporary appointment of the interim Chief Executive Officer Hamish McNulty be received.
2. That the temporary appointment of the interim Chief Executive Officer Hamish McNulty be approved.
3. That the efforts of Matthew Hyde as inaugural Chief Executive Officer of Snowy Valleys Council be acknowledged.

Cr James Hayes/Cr Julia Ham

**CARRIED UNANIMOUSLY**

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**9. URGENT BUSINESS WITHOUT NOTICE**

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Nil.

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**10. GOVERNANCE AND FINANCIAL REPORTS**

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*Cr Armour left the meeting at 2.13pm.*

**11.4. DA2021/0268 PROPOSED FOOD AND DRINK INDUSTRY – MICRO DISTILLERY AT LOT 26, DP 1018407, 2-722 LITTLE RIVER ROAD, LITTLE RIVER****RECOMMENDATION:**

THAT COUNCIL:

1. Receive the report on DA 2021/0268 for a Food and Drink Industry – Micro-Distillery at Lot 26, DP 1018407.

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Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in In the Council Chambers 76 Capper Street Tumut and Via Video Link on Thursday, 16 June 2022

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Mayor

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Chief Executive Officer

2. Determine the development application DA2021/0268 for a Food and Drink Industry – Micro Distillery at Lot 26, DP 1018407 by way of approval and Council delegate authority to the Chief Executive Officer or their delegate to apply the appropriate conditions of development consent.

Cr Trina Thomson/Cr Julia Ham

**M168/22 RESOLVED:**

To move into Committee of the Whole

Cr Julia Ham/Cr James Hayes

**CARRIED UNANIMOUSLY**

**M169/22 RESOLVED:**

To move out of Committee of the Whole.

Cr Trina Thomson/Cr Julia Ham

**CARRIED UNANIMOUSLY**

**M170/22 RESOLVED:**

THAT COUNCIL:

1. Receive the report on DA 2021/0268 for a Food and Drink Industry – Micro-Distillery at Lot 26, DP 1018407.
2. Determine the development application DA2021/0268 for a Food and Drink Industry – Micro Distillery at Lot 26, DP 1018407 by way of approval and Council delegate authority to the Chief Executive Officer or their delegate to apply the appropriate conditions of development consent.

Cr Trina Thomson/Cr Julia Ham

AGAINST: Cr Hayes

**CARRIED**

*Cr Armour returned to the meeting at 2.30pm.*

**10.1. 2022 INTEGRATED PLANNING AND REPORTING SUITE - FOR ADOPTION**

**RECOMMENDED:**

THAT COUNCIL:

1. Receive the report on 2022 Integrated Planning and Reporting Suite - for Adoption;
2. Adopt the attached Integrated Planning and Reporting Plans and Strategies with suggested amendments as per attached feedback summary;
  - (i) Community Strategic Plan (Towards 2042)

- (ii) Combined Delivery Program (2022-2026) and Operational Plan (2022-2023) including the operational budget and Revenue Policy;
  - (iii) Fees and Charges (2022-2023);
  - (iv) Long-Term Financial Plan (2022-2032);
  - (v) Workplace Management Strategy (2022-2026);
  - (vi) Strategic Asset Management Plan (2022-2032);
3. Note the community submissions made in relation to the Integrated Planning and Reporting documents;
4. Respond to community members who made submissions advising of the Council Resolution.
- Cr Trina Thomson/Cr Mick Ivill

**M171/22 RESOLVED**

to move into Committee of the Whole.

Cr John Larter/Cr Brent Livermore

**CARRIED UNANIMOUSLY****M172/22 RESOLVED**

To move out of Committee of the Whole.

Cr John Larter/Cr Julia Ham

**CARRIED UNANIMOUSLY****10.1. 2022 INTEGRATED PLANNING AND REPORTING SUITE - FOR ADOPTION****AMENDMENT:**

THAT COUNCIL:

1. Receive the report on 2022 Integrated Planning and Reporting Suite - for Adoption;
2. Adopt the attached Integrated Planning and Reporting Plans and Strategies with suggested amendments as per attached feedback summary;
  - (i) Community Strategic Plan (Towards 2042) with the exclusion of reference to the United Nations Sustainable Development Goals;
  - (ii) Combined Delivery Program (2022-2026) and Operational Plan (2022-2023) including the operational budget and Revenue Policy;
  - (iii) Fees and Charges (2022-2023);
  - (iv) Long-Term Financial Plan (2022-2032);
  - (v) Workplace Management Strategy (2022-2026);
  - (vi) Strategic Asset Management Plan (2022-2032);

3. Note the community submissions made in relation to the Integrated Planning and Reporting documents;
4. Respond to community members who made submissions advising of the Council Resolution.

*The amendment was put and carried.*

Cr James Hayes/Cr John Larter

AGAINST: Cr Trina Thomson/Cr Sam Hughes

**CARRIED**

**M173/22 RESOLVED:**

THAT COUNCIL:

1. Receive the report on 2022 Integrated Planning and Reporting Suite - for Adoption
2. Adopt the attached Integrated Planning and Reporting Plans and Strategies with suggested amendments as per attached feedback summary
  - (i) Community Strategic Plan (Towards 2042) with the exclusion of reference to the United Nations Sustainable Development Goals;
  - (ii) Combined Delivery Program (2022-2026) and Operational Plan (2022-2023) including the operational budget and Revenue Policy
  - (iii) Fees and Charges (2022-2023)
  - (iv) Long-Term Financial Plan (2022-2032)
  - (v) Workplace Management Strategy (2022-2026)
  - (vi) Strategic Asset Management Plan (2022-2032)
3. Note the community submissions made in relation to the Integrated Planning and Reporting documents.
4. Respond to community members who made submissions advising of the Council Resolution.

*The amendment became the motion and was put and carried.*

Cr James Hayes/Cr John Larter

AGAINST: Cr Trina Thomson/Cr Johanna (Hansie) Armour

**CARRIED**

## **10.2. MAKING OF THE 2022/23 RATES AND CHARGES**

**M174/22 RECOMMENDED:**

THAT COUNCIL:

1. Receive the report on Making of the 2022/23 Rates and Charges.

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Mayor

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Chief Executive Officer

2. Approve the making of the rates and charges and make and levy the following Rates and Annual Charges for the year 1 July 2022 to 30 June 2023 pursuant to section 535 of the Act.
3. Adopt the application of the permanent Special Rate Variation of 15.7% inclusive of the 0.7% rate peg effective 1 July 2022 for all properties in the Local Government Area.
4. In accordance with section 494 of the *Local Government Act 1993*, Council hereby make the ordinary rates for the year 1 July 2022 to 30 June 2023 as follows, inclusive of the special rate variation of 15.7%:
  - a. An ordinary rate on all rateable land categorised as FARMLAND in accordance with Section 515 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$231.62 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 10% of the total yield of this rate which is in conformity with section 500, and an ad valorem rate of 0.3737 cents in the dollar. In accordance with Section 543 (1) of the *Local Government Act 1993* this ad valorem rate be named Ordinary Farmland Rate and base be named Farm Base.
  - b. An ordinary rate on all rateable land categorised as RESIDENTIAL in accordance with Section 516 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$382.64 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 0.4889 cents in the dollar. In accordance with Section 543 (1) of the *Local Government Act 1993* this ad valorem rate be named Ordinary Residential Rate and base be named Residential Base.
  - c. An ordinary rate on all rateable land categorised as BUSINESS in accordance with Section 518 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$175.43 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 10% of the total yield of this rate, and an ad valorem rate of 1.0976 cents in the dollar. In accordance with Section 543 (1) of the *Local Government Act 1993* this ad valorem rate be named Ordinary Business Rate and base be named Business Base.
  - d. An ordinary rate on all rateable land categorised as MINING in accordance with Section 517 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$287.87 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 10% of the total yield of this rate, and an ad valorem rate of 1.0516 cents in the dollar. In accordance with Section 543 (1) of the *Local Government Act 1993* this ad valorem rate be named Ordinary Mining Rate and base be named Mining Base.
5. Pursuant to sections 496 and 501 of the *Local Government Act 1993*, Council hereby make the following waste charges for the year 1 July 2022 to 30 June 2023:
  - a. A domestic waste management annual charge of \$490.00 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 \$555.00 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 \$490.00 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 \$59.00 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 Domestic Recycling fortnightly (additional bin) charge of \$113.00 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 Special Recycling Only – Domestic.
- f. A Domestic Waste fortnightly (additional bin) charge of \$187.00 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 Waste Only – Domestic (additional bin).
- g. A Domestic FOGO weekly (additional bin) charge of \$113.00 per annum be made for the provision of additional FOGO 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 FOGO Only – Domestic (additional bin).
- h. A Non-standard Commercial 1 x 240L FOGO Weekly charge of \$165.00 per annum be made for the provision of additional FOGO 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 Non-Standard Com 1 x 240L FOGO Weekly.
- i. A Non-standard Commercial 1 x Waste 240L Fortnightly charge of \$390.00 per annum be made for the provision of additional 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 Non-Standard Com 1 x Waste 240L Fortnightly.
- j. A Non-standard Commercial 1 x Waste 240L Weekly charge of \$780.00 per annum be made for the provision of additional 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 Non-Standard Com 1 x Waste 240L Weekly.

- k. A Non-standard Commercial 1 x 240L Recycle Fortnightly charge of \$165.00 per annum be made for the provision of additional 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 Non-Standard Com 1 x 240L Recycle Fortnightly.
- l. A Non-standard Commercial 1 x Waste 140L Fortnightly charge of \$225.00 per annum be made for the provision of additional 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 Non-Standard Com 1 x Waste 140L Fortnightly.
- m. A Non-standard Commercial Waste - 3 x 240L Bins charge of \$700.00 per annum be made for the provision of additional 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 Non-Standard Com 3 x Waste 240L.
6. In accordance with section 501 of the *Local Government Act 1993*, Council hereby make the following annual Liquid Trade Waste Charges for where the program exists:

<b>Category 1 Charge</b>	<b>\$176.00</b>
Category 2 Charge	\$375.00
Category 3 Charge	\$695.00

7. In accordance with section 496A of the *Local Government Act 1993* and the LG Circular 05/69, Council levy an annual Stormwater Management Charge of \$25.00 for each residential property excluding vacant land in the Tumbarumba area and a maximum of \$75.00 for commercial properties excluding vacant land in the Tumbarumba area.
8. Council pursuant to section 501, 552 and 535 of the *Local Government Act 1993*, hereby make the following sewer charges for the year 1 July 2022 to 30 June 2023:

<b>Residential access charge</b>	<b>\$780.00</b>
Unoccupied Sewerage Charge	\$780.00
Commercial access charge - 20mm	\$550.00
Commercial access charge - 25mm	\$860.00
Commercial access charge – 32mm	\$1,410.00
Commercial access charge - 40mm	\$2,200.00
Commercial access charge - 50mm	\$3,440.00
Commercial access charge - 65mm	\$5,810.00
Commercial access charge - 80mm	\$8,800.00
Commercial access charge - 100mm	\$13,750.00
Sewer Access Charge – 50mm + 100mm	\$17,190.00

9. Council pursuant to section 501, 552 and 535 of the *Local Government Act 1993*, hereby make the following water charges for the year 1 July 2022 to 30 June 2023:



<b>Vacant land within access water charge area</b>	<b>\$227.00</b>
Water Access Charge – 20mm	\$227.00
Water Access Charge – 25mm	\$355.00
Water Access Charge – 32mm	\$585.00
Water Access Charge – 40mm	\$910.00
Water Access Charge – 50mm	\$1,420.00
Water Access Charge – 65mm	\$2,400.00
Water Access Charge – 80mm	\$3,640.00
Water Access Charge – 100mm	\$5,680.00
Water Access Charge – 150mm and above	\$12,770.00
Raw Water Access Charge – 20mm	\$227.00
Raw Water Access Charge – 25mm	\$355.00
Raw Water Access Charge – 32mm	\$585.00
Raw Water Access Charge – 40mm	\$910.00
Raw Water Access Charge – 50mm	\$1,420.00
Raw Water Access Charge – 65mm	\$2,400.00
Raw Water Access Charge – 80mm	\$3,640.00
Raw Water Access Charge – 100mm	\$5,680.00
Raw Water Access Charge – 150mm and above	\$12,770.00

10. That the rates as made be levied for the 2022/23 year by service of a Rates and Charges Notice pursuant to section 546 of the *Local Government Act 1993*.
11. Adopts an interest rate of 6% on overdue rates and charges for period 1 July 2022 to 30 June 2023 as determined as the maximum interest rate in accordance with section 566 (3) of the *Local Government Act 1993*.

Cr John Larter/Cr Julia Ham

**M175/22 RESOLVED**

To move into Committee of the Whole.

Cr Julia Ham/Cr James Hayes

**CARRIED UNANIMOUSLY**

**M176/22 RESOLVED**

To move out of Committee of the Whole.

Cr Trina Thomson/Cr Mick Ivill

Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in In the Council Chambers 76 Capper Street Tumut and Via Video Link on Thursday, 16 June 2022

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\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Executive Officer

**CARRIED UNANIMOUSLY****M177/22 RESOLVED:**

## THAT COUNCIL:

1. Receive the report on Making of the 2022/23 Rates and Charges.
2. Approve the making of the rates and charges and make and levy the following Rates and Annual Charges for the year 1 July 2022 to 30 June 2023 pursuant to section 535 of the Act.
3. Adopt the application of the permanent Special Rate Variation of 15.7% inclusive of the 0.7% rate peg effective 1 July 2022 for all properties in the Local Government Area.
4. In accordance with section 494 of the *Local Government Act 1993*, Council hereby make the ordinary rates for the year 1 July 2022 to 30 June 2023 as follows, inclusive of the special rate variation of 15.7%:
  - a. An ordinary rate on all rateable land categorised as FARMLAND in accordance with Section 515 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$231.62 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 10% of the total yield of this rate which is in conformity with section 500, and an ad valorem rate of 0.3737 cents in the dollar. In accordance with Section 543 (1) of the *Local Government Act 1993* this ad valorem rate be named Ordinary Farmland Rate and base be named Farm Base.
  - b. An ordinary rate on all rateable land categorised as RESIDENTIAL in accordance with Section 516 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$382.64 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 0.4889 cents in the dollar. In accordance with Section 543 (1) of the *Local Government Act 1993* this ad valorem rate be named Ordinary Residential Rate and base be named Residential Base.
  - c. An ordinary rate on all rateable land categorised as BUSINESS in accordance with Section 518 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$175.43 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 10% of the total yield of this rate, and an ad valorem rate of 1.0976 cents in the dollar. In accordance with Section 543 (1) of the *Local Government Act 1993* this ad valorem rate be named Ordinary Business Rate and base be named Business Base.
  - d. An ordinary rate on all rateable land categorised as MINING in accordance with Section 517 of the *Local Government Act 1993* within Snowy Valleys Council LGA comprising of a base amount of \$287.87 in accordance with Section 537 of the *Local Government Act 1993* and estimated to realise 10% of the total yield of this rate, and an ad valorem rate of 1.0516 cents in the dollar. In accordance with Section 543 (1) of the *Local Government Act 1993* this ad valorem rate be named Ordinary Mining Rate and base be named Mining Base.

5. Pursuant to sections 496 and 501 of the *Local Government Act 1993*, Council hereby make the following waste charges for the year 1 July 2022 to 30 June 2023:
- e. A domestic waste management annual charge of \$490.00 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.
  - f. A business waste management annual charge of \$555.00 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.
  - g. A school waste management annual charge of \$490.00 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.
  - h. A waste access management annual charge of \$59.00 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.
  - i. A Domestic Recycling fortnightly (additional bin) charge of \$113.00 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 Special Recycling Only – Domestic.
  - j. A Domestic Waste fortnightly (additional bin) charge of \$187.00 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 Waste Only – Domestic (additional bin).
  - k. A Domestic FOGO weekly (additional bin) charge of \$113.00 per annum be made for the provision of additional FOGO 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 FOGO Only – Domestic (additional bin).
  - l. A Non-standard Commercial 1 x 240L FOGO Weekly charge of \$165.00 per annum be made for the provision of additional FOGO 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 Non-Standard Com 1 x 240L FOGO Weekly.
  - m. A Non-standard Commercial 1 x Waste 240L Fortnightly charge of \$390.00 per annum be made for the provision of additional 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 Non-Standard Com 1 x Waste 240L Fortnightly.

- n. A Non-standard Commercial 1 x Waste 240L Weekly charge of \$780.00 per annum be made for the provision of additional 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 Non-Standard Com 1 x Waste 240L Weekly.
- o. A Non-standard Commercial 1 x 240L Recycle Fortnightly charge of \$165.00 per annum be made for the provision of additional 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 Non-Standard Com 1 x 240L Recycle Fortnightly.
- p. A Non-standard Commercial 1 x Waste 140L Fortnightly charge of \$225.00 per annum be made for the provision of additional 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 Non-Standard Com 1 x Waste 140L Fortnightly.
- q. A Non-standard Commercial Waste - 3 x 240L Bins charge of \$700.00 per annum be made for the provision of additional 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 Non-Standard Com 3 x Waste 240L.
6. In accordance with section 501 of the *Local Government Act 1993*, Council hereby make the following annual Liquid Trade Waste Charges for where the program exists:

<b>Category 1 Charge</b>	<b>\$176.00</b>
Category 2 Charge	\$375.00
Category 3 Charge	\$695.00

7. In accordance with section 496A of the *Local Government Act 1993* and the LG Circular 05/69, Council levy an annual Stormwater Management Charge of \$25.00 for each residential property excluding vacant land in the Tumbarumba area and a maximum of \$75.00 for commercial properties excluding vacant land in the Tumbarumba area.
8. Council pursuant to section 501, 552 and 535 of the *Local Government Act 1993*, hereby make the following sewer charges for the year 1 July 2022 to 30 June 2023:

<b>Residential access charge</b>	<b>\$780.00</b>
Unoccupied Sewerage Charge	\$780.00
Commercial access charge - 20mm	\$550.00
Commercial access charge - 25mm	\$860.00
Commercial access charge – 32mm	\$1,410.00
Commercial access charge - 40mm	\$2,200.00
Commercial access charge - 50mm	\$3,440.00
Commercial access charge - 65mm	\$5,810.00
Commercial access charge - 80mm	\$8,800.00

<b>Residential access charge</b>	<b>\$780.00</b>
Commercial access charge - 100mm	\$13,750.00
Sewer Access Charge – 50mm + 100mm	\$17,190.00

9. Council pursuant to section 501, 552 and 535 of the *Local Government Act 1993*, hereby make the following water charges for the year 1 July 2022 to 30 June 2023:

<b>Vacant land within access water charge area</b>	<b>\$227.00</b>
Water Access Charge – 20mm	\$227.00
Water Access Charge – 25mm	\$355.00
Water Access Charge – 32mm	\$585.00
Water Access Charge – 40mm	\$910.00
Water Access Charge – 50mm	\$1,420.00
Water Access Charge – 65mm	\$2,400.00
Water Access Charge – 80mm	\$3,640.00
Water Access Charge – 100mm	\$5,680.00
Water Access Charge – 150mm and above	\$12,770.00
Raw Water Access Charge – 20mm	\$227.00
Raw Water Access Charge – 25mm	\$355.00
Raw Water Access Charge – 32mm	\$585.00
Raw Water Access Charge – 40mm	\$910.00
Raw Water Access Charge – 50mm	\$1,420.00
Raw Water Access Charge – 65mm	\$2,400.00
Raw Water Access Charge – 80mm	\$3,640.00
Raw Water Access Charge – 100mm	\$5,680.00
Raw Water Access Charge – 150mm and above	\$12,770.00

10. That the rates as made be levied for the 2022/23 year by service of a Rates and Charges Notice pursuant to section 546 of the *Local Government Act 1993*.
11. Adopts an interest rate of 6% on overdue rates and charges for period 1 July 2022 to 30 June 2023 as determined as the maximum interest rate in accordance with section 566 (3) of the *Local Government Act 1993*.

Cr John Larter/Cr Julia Ham

AGAINST: Cr James Hayes

**CARRIED**

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Mayor

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Chief Executive Officer

**10.3. REVIEW OF CHARGING, DEBT RECOVERY AND HARDSHIP POLICIES – FOR PUBLIC EXHIBITION****M178/22 RESOLVED:**

## THAT COUNCIL:

1. Receive the report on Review of Charging, Debt Recovery and Hardship Policies – for Public Exhibition;
2. Approve the updated Rates & Charges Protocol SVC-FIN-PR-050-01, Water & Wastewater Charging Policy SVC-ENG-PO-105-01, Debt Recovery Policy SVC-FIN-PO-086-02 and the Rates Hardship Policy SVC-FIN-PO-085-01 for Public Exhibition for a period of no less than 28 days;
3. Note that 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 policies if no submissions are received on the day after the completion of the public exhibition period.

Cr Trina Thomson/Cr Julia Ham

**CARRIED UNANIMOUSLY**

*Cr Hayes left the meeting at 3.22pm and returned at 3.24pm.*

**10.4. STATEMENT OF INVESTMENTS - MAY 2022****M179/22 RESOLVED:**

## THAT COUNCIL:

1. Receive the report on Statement of Investments - May 2022.

Cr Julia Ham/Cr Trina Thomson

**CARRIED UNANIMOUSLY****10.5. APPOINTMENT OF COUNCILLOR DIRECTOR TO BOARD - THE HYNE COMMUNITY FOUNDATION****M180/22 RESOLVED:**

## THAT COUNCIL:

1. Receive and review the report on Appointment of Councillor Director to Board - The Hyne Community Foundation;
2. Note a recommendation from The Hyne Community Foundation for Mayor Ian Chaffey to be appointed as Council's representative Director to the Board;
3. Receive and discuss nominations from eligible councillors for the position of Director, and approve the appointment of one councillor to the position of Director on The Hyne Community Foundation for the remainder of the current Council term;

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Mayor

\_\_\_\_\_  
Chief Executive Officer

4. Confirm the requirement of the councillor delegate to provide an update to Council following the attendance at meetings of the Foundation;
5. Write to The Hyne Community Foundation to:
  - a. advise which councillor has been approved as Director on the Foundation,
  - b. advise the termination date for this appointment, being the end of the current Council term,
  - c. advise the requirement for the councillor delegate to provide Council with an update on the Foundation's activities following meetings,
  - d. request a current full list of Directors of the Foundation, for Council's records,
  - e. affirm The Foundation's responsibility to seek Council approval for the appointment of non-company Directors
6. Reinstate The Hyne Community Trust Foundation as an 'External Committee with Council Representation' on the 2021/2024 List of Committees And Their Delegates.

Cr Julia Ham/Cr Trina Thomson

**CARRIED UNANIMOUSLY**

## **11. MANAGEMENT REPORTS**

### **11.1. KHANCOBAN VACANT LAND – 14 TYRELL STREET, KHANCOBAN (LOT 3 DP 1239992 ) – REQUEST FOR SALE**

#### **M181/22 RESOLVED:**

THAT COUNCIL:

1. Receive the report Khancoban Vacant Land – 14 Tyrell Street, Khancoban (Lot 3 DP 1239992) – Request for Sale;
2. Register with an easement for access over the Lot 3 DP 1239992, in favour of Lot 2 DP 1088037 and Lot 2 DP 1239992;
3. Proceed with the sale of Lot 3 DP 1239992 with a requirement for development to occur within 2 years;
4. Proceed with the sale of Lot 3 DP 1239992 at a public auction at a time and place to be determined;
5. Delegate authority to the Chief Executive Officer & Mayor to set reserve prices for sale of the properties at public auction;
6. Negotiate by private treaty and accept offers for sale of any property that fails to sell at public auction;
7. Authorise the application of the Council seal of the sale of land.

Cr Trina Thomson/Cr Brent Livermore

**CARRIED UNANIMOUSLY**

**11.2. REQUEST FOR PARTIAL ROAD CLOSURE AND SALE - BORDERING LOT 2 DP37198496, CEMETERY ROAD, BATLOW****M182/22 RESOLVED:**

## THAT COUNCIL:

1. Receive the report on Request for partial Road Closure and Sale - 96 Cemetery Road, Batlow.
2. Approve the partial road closure and sale of the formed road bordering Lot 2 DP371984 (96 Cemetery Road, Batlow) subject to the terms of sale being met including:
  - compliance with the legislative framework for the closing of public roads contained within the Roads Act 1993, and sale of land contained within the Real Property Act 1900
  - sale price to be determined by an independent land valuation and all survey, administration and application fees applicable to be covered by the purchaser upon settlement
  - parties to meet own legal costs
3. Authorise the Chief Executive Officer to obtain an independent valuation of the road corridor and negotiate the sale of the land
4. Delegate to the Mayor and Chief Executive Officer to affix Council seal and execute documents relevant to the closure of the road reserve and sale of the land

Cr John Larter/Cr Brent Livermore

**CARRIED UNANIMOUSLY****11.3. IN PRINCIPLE CONSIDERATION OF TRANSGRID ACCOMMODATION OPTIONS****M183/22 RESOLVED:**

## THAT COUNCIL:

1. Receive the report on the Transgrid Accommodation Options. Commence appropriate investigations into the most suitable footprint for Transgrid and Council to establish the best outcome for all parties.
3. Commence appropriate investigations into the most suitable footprint for Transgrid and Council to establish the best outcome for all parties.

Cr James Hayes/Cr Trina Thomson

**CARRIED UNANIMOUSLY****MOTION**

## THAT COUNCIL:

2. Support the formal identification of Alfred Street, Tumbarumba land as the preferred option.



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Cr Julia Ham/Cr Brent Livermore

**M184/22 RESOLVED:**

To move into Committee of the Whole.

Cr Sam Hughes/Cr Julia Ham

**CARRIED UNANIMOUSLY**

*Cr Mick Ivill left the meeting at 3.32pm.*

*Cr Armour left the meeting at 3.36pm.*

*Cr Mick Ivill returned to the meeting at 3.37pm.*

**M185/22 RESOLVED:**

To move out of Committee of the Whole.

Cr Sam Hughes /Cr Trina Thomson

**CARRIED UNANIMOUSLY**

**MOTION** that Council support the formal identification of Alfred Street, Tumbarumba land as the preferred option - ***Withdrawn***

**M186/22 RESOLVED:**

THAT COUNCIL establish a working group with relevant Terms of Reference that meets with Transgrid on a regular basis to determine their needs and accommodation locations.

Cr Mick Ivill/Cr Trina Thomson

**CARRIED UNANIMOUSLY**

*Cr Armour returned to the meeting at 3.57pm.*

**11.5. DRAFT REFLECT RECONCILIATION ACTION PLAN**

**M187/22 RESOLVED:**

THAT COUNCIL:

1. Receive the report on the Draft Reconciliation Action Plan.
2. Endorse the Draft Reflect Reconciliation Action Plan for public exhibition for a period of not 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 Reflect Reconciliation Action Plan

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Mayor

\_\_\_\_\_  
Chief Executive Officer

4. Adopt the Reflect Reconciliation Action Plan if no submissions are received on the day after the completion of the public exhibition and publish on the Council website.

Cr Julia Ham/Cr Mick Ivill

**CARRIED UNANIMOUSLY**

#### **11.6. DRAFT SNOWY VALLEYS COUNCIL DISABILITY INCLUSION ACTION PLAN 2022-2026**

**M189/22 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Draft Snowy Valleys Council Disability Inclusion Action Plan 2022–2026;
2. Approve the placing of the Draft Snowy Valleys Council Disability Inclusion Action Plan 2022–2026 (DIAP) on public exhibition for a minimum of 28 days;
3. Note that 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 DIAP;
4. Adopt the DIAP if no submissions are received on the day after the completion of the public exhibition period;
5. Subject to budget allocation resource yearly actions in the SVC Disability Inclusion Action Plan 2022–2026.

Cr Trina Thomson/Cr Mick Ivill

**CARRIED UNANIMOUSLY**

#### **11.7. RIVERINA REGIONAL LIBRARY DEED OF AGREEMENT 1 JULY 2022 - 30 JUNE 2026**

**M190/22 RESOLVED:**

THAT COUNCIL:

1. Receive the report 'Riverina Regional Library Deed of Agreement 1 July 2022- 30 June 2026';
2. Note the report 'Riverina Regional Library Deed of Agreement 1 July 2022- 30 June 2026';
3. Authorise the Mayor and Chief Executive Officer to sign and affix the Council seal to the 'Riverina Regional Library Deed of Agreement 1 July 2022- 30 June 2026'.

Cr Julia Ham/Cr Mick Ivill

**CARRIED UNANIMOUSLY**

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Mayor

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Chief Executive Officer

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## 12. MINUTES OF COMMITTEE MEETINGS

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### 12.1. MINUTES - AUDIT RISK & IMPROVEMENT COMMITTEE - 11 MAY 2022

**M191/22 RESOLVED:**

THAT COUNCIL:

1. Receive and note the Audit Risk & Improvement Committee Minutes - 11 May 2022.

Cr Brent Livermore/Cr Julia Ham

**CARRIED UNANIMOUSLY**

### 12.2. MINUTES - LOCAL TRAFFIC COMMITTEE - MAY 2022

**M192/22 RESOLVED:**

THAT COUNCIL:

1. Receive the report on the Minutes – Local Traffic Committee – 11 May 2022.
2. Note the Minutes of the Local Traffic Committee meeting held on 11 May 2022
3. Adopt the following recommendation/s from the minutes:
  - a. Support the Special Event Application for the 2022 Tumut Lions Club Fun Run, to go ahead, subject to Council's standard conditions.
  - b. Support the Special Event Application – Adelong on Saturday 18 June 2022 to go ahead, subject to Council's standard conditions.
  - c. Support the Special Event Application for the Winterbites – Batlow on 27 August 2022, to go ahead, subject to Council's standard conditions.
  - d. Not to support any applications for the 2022 Upper Murray Challenge for event dated before 12 November, 2022 (6 months from the date of the Local Traffic Committee Meeting). To date Council is yet to receive any documentation from the Organizers of the Upper Murray Cycle Challenge. Council's Tourism Officer has emailed Organisers several times requesting that they provide any documentation to Council with regards to this Event in order that a report be prepared for the scheduled Local Traffic Committee Meeting on 11 May, 2022.
  - e. Support the Special Event Application for the Hume and Hovell Ultra Marathon to go ahead, subject to Council's standard conditions.
  - f. That the Local Traffic Committee recommend to Council that the application for the Pathfinders Camporee DA2022/0035be approved in principle, subject to the applicant providing detailed Traffic Guidance Schemes (TGS) for the movement of vehicles in and out of the Event locations.
  - g. Support Council in preparing and implementing a Road Network Safety Plan with reference to the National Road Safety Policy and the NSW Road Safety Policy.

- h. That council extends the "No Stopping" zone in front of the Royal Hotel, Tumut Street, Adelong to be adjacent to the endpoint of the unbroken double lines in the median strip.
- i. Prepare concept drawings for traffic arrangements around the Snowy Valleys Special School, that include disability parking bays, bus shelters for disabled passengers, "kiss and ride" zones and alternatives to the current location of the pedestrian crossing facility.
- j. In relation to MR85 BATLOW ROAD JACKSON'S BRIDGE:
- Request that Transport for NSW conduct a Road Safety Audit for Jacksons Bridge across the Tumbarumba Creek.
  - Request that Transport for NSW prepare concept plans to replace the bridge and realign the road across the Tumbarumba Creek.
  - Request that Transport for NSW prepare and install traffic management signage, indicating 'Narrow Bridge' with 'Give Way' signs and lines and radio contact details.
- k. In relation to MR85 BATLOW ROAD RILEYS GAP:
- Request that Transport for NSW conduct a Road Safety Audit for MR85 between the Wondala Road intersection and the Windowie Creek bridge, including Riley's Gap.
  - Request that Transport for NSW assess and review any existing road improvement project plans for MR85 between the Wondalga Road intersection and the Windowie Creek bridge, including Riley's Gap.
- l. In relation to the GLEN ESTATE TRAFFIC CONDITIONS:
- Collect traffic information for presenting to a future Local Traffic Committee.
  - Liaise with the property developer in implementing a range of road calming strategies.

Cr James Hayes/Cr Mick Ivill

**CARRIED UNANIMOUSLY**

**M193/22 RESOLVED** to move into confidential session.

Cr Trina Thomson/Cr Johanna (Hansie) Armour

**CARRIED UNANIMOUSLY**

*Executive Chief of Staff Shelley Jones, Acting Executive Director Infrastructure John Osland, Chief Financial Officer Susanne Andres, and Minute-taker Jeannie Moran-Fahey left the room for consideration of Item 13.1.*

**13. CONFIDENTIAL**

**13.1. CONFIRMATION OF ORGANISATION STRUCTURE**

**M194/22 RESOLVED:**

THAT COUNCIL:

1. Receive the report on ‘Confirmation of Organisation Structure’;
2. Determine the senior leadership and functional structure of Snowy Valleys Council from the options presented as Model 3 consisting of Tier 2 reports to the Chief Executive Officer of three directors with the service areas under each as per below (noting changes in functional areas reporting to the director have been highlighted in red aim to minimise the change to the existing structure):



Cr John Larter/Cr Johanna (Hansie) Armour

**CARRIED UNANIMOUSLY**

*The Chief Executive Officer left the room at 4.32pm for consideration of L.1.1.*

**L.1.1. SELECTION OF PROVIDER - EXECUTIVE RECRUITMENT**

**M195/22 RESOLVED:**

THAT COUNCIL:

1. Receive the report on Selection of Provider - Executive Recruitment.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Executive Officer

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2. Determine the preferred provider of recruitment services for the permanent General Manager and executive positions to be Capstone Recruitment.
3. Authorise the Chief Executive Officer to enter into a contract with the preferred provider for the delivery of executive recruitment services.
4. Approve a budget adjustment in the Quarter 1 budget review for executive recruitment expenses.

Cr Trina Thomson/Cr Julia Ham

**CARRIED UNANIMOUSLY**

## **17. MEETING CLOSURE**

There being no further business to discuss, the meeting closed at 4.45pm.

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Mayor

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Chief Executive Officer

## **6. CORRESPONDENCE/PETITIONS**

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Nil.

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

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### **7.1. NOTICE OF MOTION - BATLOW CARAVAN PARK - CR SAM HUGHES**

**AUTHOR: CR SAM HUGHES**

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#### **NOTICE OF MOTION:**

Notice of Motion

Cr Sam Hughes moved a Notice of Motion that Council:

1. Receive the Notice of Motion;
2. Engage with the community of Batlow about the caravan park's role and capacity through presentation to local community groups and promotional material;
3. Investigate the placement of a dedicated local manager (staff or contractor) for the Batlow Caravan Park. As part of the expansion of the Batlow Caravan Park;
4. Arrange for a dedicated local manager during high demand times;
5. Engage local business on feasibility for the publican to act as relief customer contact and relief caretaker;
6. Request General Manager to report to Council on feasibility and cost of items 3, 4 and 5.

#### **RECOMMENDATION:**

##### **THAT COUNCIL:**

1. **Retain the current operating model for Batlow Caravan Park in the short term;**
2. **Prepare a small communications package to advertise the facilities available at the Batlow Caravan Park;**
3. **Undertake discussions with the Contract Manager in an attempt to resolve some of the communities concerns;**
4. **That the preparation of an overall Snowy Valleys Caravan Park Strategy be scoped and costed, with the intent of finding savings at the next quarterly budget review so that his project can be undertaken.**

#### **OFFICERS COMMENT:**

##### **Executive Director's Comment:**

Batlow Caravan Park has its own dedicated Manager to operate the Facility. The Manager is contracted to Council to operate the Caravan Park on Council's behalf. The Manager has the capacity to operate the Facility during periods of both high and low demand. Currently all enquiries are managed through a centralised, enquiries number and email address. These contact points are dedicated to Batlow Caravan Park and are not a shared service with other operations. The Contracted Manager provides resources for the management of the facility, including cleaning and maintenance operations at the site. In terms of providing a live-in Manager, there is no opportunity at the present time. During the rebuilding of the site following the fires and planning for the Itinerant Worker Accommodation the residential component was removed This was undertaken as part of a cost reduction review in an attempt to ensure that the projects were delivered to budget. Therefore, the Contracted Manager lives off-site. For times when there is no-one on-site, there are signs providing an after-hours contact phone number should the need arise.



Should Council wish to change the current model or supplier, then, under the Local Government procurement regulations, this would need to be publicly advertised in the form of a new Contract. This would include the proposal for a Batlow based relief Contact or Caretaker role. Further either of these options would need to be assessed in terms of potential financial penalties involved in Council breaking the existing contract. However, should the existing Contract Manager wish to proceed with a private arrangement then this would be within the scope of the contract.

In the short term, while these options are being explored it may be appropriate to prepare a small communications / advertising package that provides information about the Caravan Park.

The above comments, are not restricted to the Batlow Caravan Park. Council operates a number of Caravan Parks, using a number of different models. These range from "primitive camp grounds" with nil to very basic facilities though to fully commercialised and privately operated Caravan Parks. The range of models causes consternation amongst the operators and the broader community as there appears to be no consistent operational theme across all Caravan Parks. These broader issues can only be solved by looking at all Council's caravan parks in a holistic manner.

This can only be achieved by a review of operations and preparation of an overarching Caravan Park Strategy. This is to ensure that the operations and management of the Caravan Parks are consistent across the Snowy Valleys Council region and that they meet the needs of the local community and the wider tourism market.

Should Council wish to prepare a full Caravan Park Strategy, then it should be remembered that this work is of a specialized nature and would need to be contracted out. Currently no budget or staff resources have been allocated to this. If other projects are identified that could be delayed, then this could be resolved in the next quarterly budget review.

## **ATTACHMENTS**

Nil.

## **8. MAYORAL MINUTE**

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Nil.

## **9. URGENT BUSINESS WITHOUT NOTICE**

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Nil.

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## 10. GOVERNANCE AND FINANCIAL REPORTS

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### 10.1. COUNCIL SUSTAINABILITY PLAN 2021/22 - ANNUAL REPORT

**REPORT AUTHOR: CHIEF FINANCIAL OFFICER**

**RESPONSIBLE DIRECTOR: INTERIM CHIEF EXECUTIVE OFFICER**

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#### **EXECUTIVE SUMMARY:**

This report outlines Council's achievements against the 2021/22 *Road to Sustainability Plan* adopted on 17 June 2021 and net savings achieved during the past financial year. The Special Rate Variation (SRV) approval by the Independent Pricing and Regulatory Tribunal (IPART) requires Council to find savings of \$600K through productivity improvements with additional savings required following the implementation of the SRV. Currently, estimated ongoing net savings of \$1,035K have been achieved. Given the current economic environment and cost escalations experienced across supply chains and in light of Councillors having expressed their desire not to implement the second part of the SRV (planned for 2023/24 at 17.5%), Council will have to further reduce operational expenditure and/or increase revenues.

#### **RECOMMENDATION:**

##### **THAT COUNCIL:**

- 1. Receive the report on Council Sustainability Plan 2021/22 - Annual Report;**
- 2. Note the progress and status of 35 actions in the Sustainability Plan 2021/22;**
- 3. Discuss the report and the implications of cost escalations and special variation implementation options;**
- 4. Note that key ongoing sustainability actions are included in the leadership service of the adopted Delivery Program 2022/23 for implementation, monitoring and reporting;**
- 5. Commit to ongoing efforts to achieve financial sustainability.**

#### **BACKGROUND:**

Council adopted its updated *Road to Sustainability Plan (V2)* with the 2021/22 IP&R documents on 17 June 2021 after extensive community consultation. The plan formed an integral part in Council's goal to achieve financial sustainability in the medium- to long-term and to achieve the objective of delivering sustainable best value to the community. The plan contained actions across the organisation that will assist Council in becoming financially sustainable. The following report outlines achievements against each action and the net operational savings (savings minus additional costs effected) adopted by management and Council since 1 July 2021.

#### **REPORT:**

*Table 2* below and *attachment 1* contain the 35 agreed sustainability plan actions with progress report and status. It is noted that eight (8) action items have been closed, 18 have been integrated into the Delivery Program and Operational Plan 2022/23 and nine (9) are ongoing. Achieving financial sustainability in the long-term will require Council to continuously consider financial implications in its decision-making. While the approved Special Rate Variation (SRV) will assist Council in improving its financial sustainability by eliminating some of the ongoing operating deficit, the ongoing viability of current level service delivery requires continued scrutiny of effective and efficient operations as well as adaptability to changing circumstances such as changing environmental or economic factors. Consistent with SRV guidelines and requirements, Council's SRV engagement outlined the need for Council to

balance a rates increase through the implementation of an SRV with additional revenue and ongoing cost savings. Specific additional cost savings were outlined in the SRV engagement and include productivity savings through staff reductions, asset rationalisations, transfer or ceasing of services and reductions of service levels. Possible additional revenue was flagged to result from increases to fees and charges and undertaking private works. Council firmly committed to \$600K in ongoing savings through productivity improvements while the necessary additional savings were to be decided on an ongoing basis throughout the implementation of the SRV. Recent changes to the wider economic environment compound the need for further operational cost savings. The 2022/23 operational budget and 2022-2032 long-term financial plan are based on the assumption that Council continues to pursue profitable private works, effect further savings in employee costs through a streamlined organisational structure and cost containment measures in procurement, as well as divest some highly underutilised or difficult to maintain assets.

During the financial year 2021/22 management and Council have effected net operational savings of \$198K and net additional capital expenditure of \$309K. Decisions with a long-term impact resulted in estimated ongoing savings of \$838K from productivity savings through reduction in employee numbers and task realignments (organisational structure) and \$197K in other savings. It is important to note that there always remains some uncertainty whether all future savings can be achieved.

Table 1 lists the savings and additional expenditure decisions actioned in 2021/22 and the ongoing financial consequences.

	2021/2022	Long-term
Defined super contributions change	37,177	78,010
Removal of 8 FTE from the structure	308,492	578,481
Planned future removal of 2 FTE		150,000
Organisational structure and role changes		-10,626
Not participate in the Rural Management Challenge	4,240	
Cease participation in LGPEP	2,000	5,800
Review of phone and communication services, removal of unused services	140,000	200,000
Technology projects - uplift, API connector	-194,700	-35,400
Activation budget reduction		30,000
Adoption of org structure		120,000
Consultant engagement for recruitment	-55,000	
DIAP adoption	-44,240	
Tooma Hall, additional depreciation due to keeping asset on asset register		-14,000
Not explore future options for community services program delivery		-50,000
Mayoral fee reduced to minimum		17,420
Superannuation for Councillors		-10,626
Reduction to user fees for schools		-8,000
RRL agreement 2022-2026		-15,759
<b>Total</b>	<b>197,969</b>	<b>1,035,300</b>

Table 1 - Savings and additional expenditure 2021/22 and long-term



The following *Table 2* outlines progress and status for all actions at 30 June 2022. A full overview is provided in *Attachment 1*.

#	Subject	Action	Progress at 30 June 2022	Status
1	IP&R	<b>Prepare SRV</b>	SRV approved by IPART - 10/05/22 Implementation 15.7% in 2022/23 and 17.5 in 2023/24	Closed
2	IP&R	<b>Determine process for new suite of IP&amp;R documents</b>	IP&R documents prepared Adopted 16 June 2022	Closed
3	IP&R	<b>Establish Integrated Water Cycle Management Strategy</b>	Steps to be followed - Analysis of existing system - Preparation of Issues Paper due to start Aug 22 - Draft IWCM Strategy - Options Analysis - Review of Draft IWCM to assess affordability - Finalise IWCM - Review every 4 years	Integrated in Delivery Program 2022/23 and following years
4	Funding and revenue	<b>Manage Reserves</b>	Reserves Policy reviewed. Reserves forecast integrated into IP&R documents	Closed
5	Funding and revenue	<b>Review fees and charges</b>	Fees and charges review is ongoing. 2022/23 charges increased where appropriate to achieve higher user pay contribution	Ongoing
6	Funding and revenue	<b>Continue to pursue operating grants</b>	Few operating grant opportunities available At the end of 2021/22 Council had \$73.7M in active grant-funded projects, \$197M of funding had been rejected and a further \$11.4M funding was in the application phase	Ongoing
7	Funding and revenue	<b>Pursue commercial business opportunities</b>	Bobeyan Road project \$12.7M	Ongoing
8	Operational Expenditure	<b>Review Council's procurement processes</b>	Procurement framework adopted 17/03/22	Closed
9	Operational Expenditure	<b>Reduce operational employee costs</b>	8 FTE removed from structure resulting in ongoing cost savings of \$578K	Integrated in Delivery Program 2022/23 and following years

#	Subject	Action	Progress at 30 June 2022	Status
10	Operational Expenditure	<b>Reduction of excess leave balances</b>	Excess long service leave increased by 7.7% while long service leave overall increased by 3%, annual leave plus Toil increased by 5%, mainly due to Covid-19 shutdown periods and reduced taking of leave, increased workload and large number of organisational vacancies	Ongoing
11	Operational Expenditure	<b>Allocate overheads and direct costs</b>	Overhead model implemented Direct costs are charged through financial system	Closed
12	Operational Expenditure	<b>Capture savings</b>	Operational savings achieved in 2021/22 \$198K Ongoing annual savings \$1.04M Multiple contracts reviewed and re-negotiated	Ongoing
13	Operational Expenditure	<b>Review the use of consultants</b>	Reported annually to Council workshops Consultants are engaged where specialist skills required that cannot be provided in-house	Ongoing
14	Cash	<b>Optimise working capital</b>	Processes reviewed in 2021/22	Integrated in Delivery Program 2022/23 and following years
15	Cash	<b>Maximise Investment Returns</b>	Processes reviewed in 2021/22 Monthly reporting to Council	Integrated in Delivery Program 2022/23 and following years
16	Projects, programs, capital works	<b>Review Advocacy Plan</b>	Council reviewed and updated advocacy priorities Adopted 16 June 2022	Integrated in Delivery Program 2022/23 and following years
17	Projects, programs, capital works	<b>Enable Program Management Group</b>	Program Management Framework in place	Closed
18	Projects, programs, capital works	<b>Implement whole of life costing model</b>	The Program Management Framework requires all projects to be assessed for WOLC	Closed
19	Projects, programs, capital works	<b>Review and reduce current project delivery program</b>	Reduction of grant applications	Ongoing

#	Subject	Action	Progress at 30 June 2022	Status
20	Projects, programs, capital works	<b>Prioritise capital renewal projects</b>	Reviewed delivery timeframes for existing projects to pre-assessment of all applications to assess affordability in terms of ongoing maintenance, operating and depreciation costs, resulting in a reduction of grant applications	Ongoing
21	Service Levels	<b>Assess holding costs</b>	Assessments are undertaken in line with asset management plans	Integrated in Delivery Program 2022/23 and following years
22	Service Levels	<b>Prepare Service Management Plans (SMP)</b>	SMPs for all areas finalised	Integrated in Delivery Program 2022/23 and following years
23	Service Levels	<b>Divest services</b>	No appetite by Council	Ongoing
24	Service Levels	<b>Define maintenance management systems</b>	Initial draft AMP Plans have been prepared With approval of SRV financial modelling to be redone	Integrated in Delivery Program 2022/23 and following years
25	Service Levels	<b>Needs analysis for recreational activities and community buildings</b>	No appetite by Council	Integrated in Delivery Program 2022/23 and following years
26	Service Levels	<b>Improve data collection</b>	Improvements to ERP system implemented, ERP system uplift will result in further improvements	Integrated in Delivery Program 2022/23 and following years Capital works program 2022/23
27	Service Levels	<b>Review corporate service model</b>	Investigations have not resulted in any feasible projects to date	Integrated in Delivery Program 2022/23 and following years
28	Service Levels	<b>Empower community groups</b>	Incorporation of exiting s.355 committees is finalised, resources handed over from Council. Community projects on council assets must utilise the Project Management Framework	Integrated in Delivery Program 2022/23 and following years
29	Service Levels	<b>Digital transformation</b>	Improvements to ERP system implemented, ERP system uplift will result in further improvements E-Planning portal replacing manual processes	Integrated in Delivery Program 2022/23 and following years Capital works program 2022/23



#	Subject	Action	Progress at 30 June 2022	Status
30	Strategy	<b>Review Enterprise System</b>	Improvements to ERP system implemented, ERP system uplift will result in further improvements. Rolling 2-3 year optimisation project.	Integrated in Delivery Program 2022/23 and following years Capital works program 2022/23
31	Strategy	<b>Continue to establish strategic business plans</b>	Strategic business plans for Libraries, Customer Service, Community Services drafted and to be presented to Council	Integrated in Delivery Program 2022/23 and following years
32	Strategy	<b>Define funding strategy</b>	Funding strategy integrated into Delivery Program and Long-term financial planning	Closed
33	Strategy	<b>Culture transformation</b>	Not yet commenced. To be scoped with/post implementation of new organisation structure	Integrated in Delivery Program 2022/23 and following years
34	Strategy	<b>Culture transformation</b>	Not yet commenced. To be aligned with new organisation structure	Integrated in Delivery Program 2022/23 and following years
35	Strategy	<b>Review Council's overall risk profile</b>	Risk appetite workshopped with Councillors on 07/04/22. No material change to risk appetite. ERMF reviewed and updated. Risk assessments now included in PMF (project inception to handover)	Integrated in Delivery Program 2022/23 and following years

*Table 2 - Sustainability Plan Action Update*

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

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

#### **Delivery Program and Operation Plan Strategic Directions**

Theme 5 - Our Civic Leadership

#### **Community Strategic Plan Objectives**

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

#### **Delivery Program Principal Activities**

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

## **FINANCIAL AND RESOURCES IMPLICATIONS:**

Financial consequences are outlined in the report. Achieving financial sustainability through increasing revenue and containing or reducing expenditure will require ongoing commitment to sound fiscal, economical and social decision-making. The adopted Delivery Program 2022/23 outlines options for savings initiatives, including, but not limited to some asset rationalisations, reduction or transfer of services where impacts on the community are minor, as well as increasing of fees and charges to gain additional revenue.

**POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

Council adopted its updated *Road to Sustainability Plan V2* on 17 June 2021 as part of the IP&R suite for the financial year 2021/22. For 2022/23 the Sustainability Plan has been integrated into the Delivery Program.

**RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

- There is a risk that the planned savings decisions will be overturned in the future
- Community consultation has shown that the community is unwilling to accept reduced services while at the same time rejecting increases to rates - two diametrically opposed preferences
- Considerable economic uncertainty prevails at the moment, resulting in difficulties in forecasting project and operational cost

**OPTIONS:**

Council may endorse or reject the recommendations.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

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

**ATTACHMENTS**

1. Annual report Sustainability Plan V2 (Under separate cover)

## 10.2. CODE OF CONDUCT PANEL REVIEWERS

**REPORT AUTHOR: EXECUTIVE ASSISTANT COMMUNITY AND CORPORATE  
RESPONSIBLE DIRECTOR: EXECUTIVE CHIEF OF STAFF**

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### **EXECUTIVE SUMMARY:**

This report seeks to establish a panel of Code of Conduct Reviewers (known as Conduct Reviewers) as required under Section 440AA of the Local Government Act 1993, and the Local Government (General) Regulations 2005.

The Canberra Region Joint Organisation of Councils (CRJO) has recently conducted a tender process to establish a panel of Conduct Reviewers on behalf of all member Councils, including Snowy Valleys Council.

### **RECOMMENDATION:**

#### **THAT COUNCIL:**

- 1. Receive the report on Code of Conduct Panel Reviewers;**
- 2. Approve the adoption of the Canberra Region Joint Organisation Panel of Conduct Reviewers for the period up to 30 June 2026.**

### **BACKGROUND:**

The establishment of a panel of Conduct Reviewers forms part of the Administrative Framework in Council's "Procedures for the Administration of the Model Code of Conduct".

The Administrative Framework (part 3 of the Procedures) requires that Councils and Joint Organisations establish a Panel of Code of Conduct Reviewers.

Part 3.2 states *"The council may enter into an arrangement with one or more other councils to share a panel of conduct reviewers including through a joint organisation or another regional body associated with the councils."*

On behalf of the CRJO, Bega Valley Shire Council with the assistance of representatives from Yass and Wingecarribee Council's facilitated an Expression of Interest process seeking eligible persons or firms for appointment to a Regional Panel of Conduct Reviewers to replace the existing panel which expires on 30 June 2022.

The EOI was posted to the open market via the Bega Valley Shire Council VendorPanel portal and closed at 4pm on Monday the 13th June 2022. As at the time of closing 127 consultants had read the EOI, with 28 lodging a response including 11 who were also on the previous CRJO Panel.

### **REPORT:**

An evaluation panel was formed consisting of employees from across several CRJO member councils who combined have experience in a broad range of professional areas including business, governance, procurement, law and investigations. These members included:

- Acting Procurement & Contracts Coordinator, Bega Valley Shire Council
- Manager Governance, Yass Valley Council
- Group Manager Corporate and Community, Wingecarribee Shire Council

Following closure of the EOI submission period, the evaluation panel members independently reviewed all of the submissions and on Wednesday 22nd June 2022 met to conduct a group evaluation based on

the evaluation criteria as published in the EOI documentation and aligned to the criteria set out within the Model Code Procedures.

The evaluation panel jointly determined that of the 28 submissions, one was considered “unconforming” on the basis that they had not submitted the returnable schedules. The remaining submissions were evaluated with the panel jointly discussing how each aligned to the evaluation criteria and then allocating a mutually agreed score against each evaluation criteria.

Upon reviewing the full scoring the panel jointly arrived at the view that the 18 firms who scored greater than 50% in the evaluation process are all worthy of being recommended for appointment to the CRJO Conduct Review Panel for the period of 1 July 2022 to 30 June 2026. The 18 successful firms are listed below.

- Australian Workplace Training & Investigation
- BAL Lawyers
- BDO Services Pty Ltd
- Centium Pty Ltd
- Local Government Legal
- Maddocks
- McCullough Robertson Lawyers
- Mediate Today Pty Ltd
- Nemesis Consultancy Group
- O'Connor Marsden and Associates Pty Ltd
- Pendlebury Work Place Solutions
- RSM
- SINC Solutions Pty Ltd
- Train Reaction Pty Limited
- Weir Consulting Pty Ltd
- Winton Consulting Pty Ltd
- WISE Workplace
- Workdynamic Australia

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

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

#### **Delivery Program and Operation Plan Strategic Directions**

Theme 5 - Our Civic Leadership

#### **Community Strategic Plan Objectives**

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

#### **Delivery Program Principal Activities**

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

**FINANCIAL AND RESOURCES IMPLICATIONS:**

The costs associated with the investigation of code of conduct complaints have been taken into consideration in the 2022/23 operational budget.

**POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

The Model Code Procedures are made under section 440AA of the *Local Government Act 1993* and the Local Government (General) Regulation 2005. Section 440AA of the *Local Government Act 1993* requires Council to adopt procedures for the administration of their Code of Conduct that incorporate the provisions of the Model Code Procedures.

**RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

Adoption of the CRJO Panel of Conduct Reviewers will provide a good selection and choice of professional service providers that have been appointed by a highly experienced tender evaluation team at the CRJO level. This will assist in managing reputational risk by ensuring that the resources we apply to investigating conduct within SVC is of the best quality available and will enable optimal decisions and outcomes.

**OPTIONS:**

Council can resolve to not appoint the CRJO Panel of Conduct Reviewers and initiate their own tendering process to establish their own panel independently.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

There is no requirement for community engagement in regard to this matter.

**ATTACHMENTS**

Nil.

**10.3. UPDATED FEE FOR MAYOR 2022/2023****REPORT AUTHOR: COORDINATOR GOVERNANCE****RESPONSIBLE DIRECTOR: EXECUTIVE CHIEF OF STAFF****EXECUTIVE SUMMARY:**

This report outlines the updated additional annual fee payable to the Mayor for the 2022/2023 financial year.

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

1. **Receive the report on Updated Fee for the Mayor 2022/2023;**
2. **Note the Local Government Remuneration Tribunal's determination for a 2% increase in mayoral fees for the 2022/2023 financial year;**
3. **Set the annual Mayoral Additional Fee for the period 01 July 2022 to 30 June 2023 at \$27,060;**
4. **Note the annual Mayoral Additional Fee for 2022/2023, is the same fee as the 2021/2022 financial year and does not contain the 2% increase.**

**BACKGROUND:**

The 2022 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 (the Act).

**REPORT:**

Section 239 of the LG Act provides for the Tribunal to determine the categories of councils and mayoral offices and allocates 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.

The Tribunal has determined that there will be a 2% increase in Mayoral or Councillor Fees for the 2022/23 financial year.

Pursuant to section 241 of the Local Government Act 1993, the Tribunal's 2022 annual determination has set the annual fees to be paid in each of the categories to Mayors and Councillors effective from 1 July 2022.

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 2022/23 financial year in the "Rural Council" category is as follows:

<b>Mayor Additional Fee - Minimum</b>	<b>Mayor Additional Fee - Maximum</b>
<b>\$10,180</b>	<b>\$27,600</b>

Given that council did not resolve at the April ordinary meeting to fix a mayoral fee, the minimum fee has been automatically applied, being \$10,180 per annum.

The Mayor has requested council give consideration to a fee for the Mayor being equivalent to the 2021/2022 fee being \$27,060.

\*The Mayoral 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.

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

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

#### **Delivery Program and Operation Plan Strategic Directions**

Theme 5 - Our Civic Leadership

#### **Community Strategic Plan Objectives**

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

#### **Delivery Program Principal Activities**

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

## **FINANCIAL AND RESOURCES IMPLICATIONS:**

The savings from the reduction in the mayoral fee have been included in sustainability action #12 (capture savings). These savings will be reduced by \$16,880 if the mayoral fee is increased to \$27,060.

## **POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

Sections 249 of the Local Government Act 1993 - Fixing and payment of annual fees for the mayor.

## **RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

Nil.

## **OPTIONS:**

Council elect to set the additional fees payable to the Mayor for the 2022/23 financial year somewhere between the minimum and maximum rates permissible (outlined above).

## **COUNCIL SEAL REQUIRED:**

No

## **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Not required

## **ATTACHMENTS**

Nil.

## **10.4. STATEMENT OF INVESTMENTS - JUNE 2022**

**REPORT AUTHOR: FINANCE OFFICER**

**RESPONSIBLE DIRECTOR: CHIEF FINANCIAL OFFICER**

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### **EXECUTIVE SUMMARY:**

This report provides an overview of Council's cash and investment portfolio performance as at 30 June 2022.

### **RECOMMENDATION:**

#### **THAT COUNCIL:**

- 1. Note the report on Statement of Investments - June 2022.**

### **BACKGROUND:**

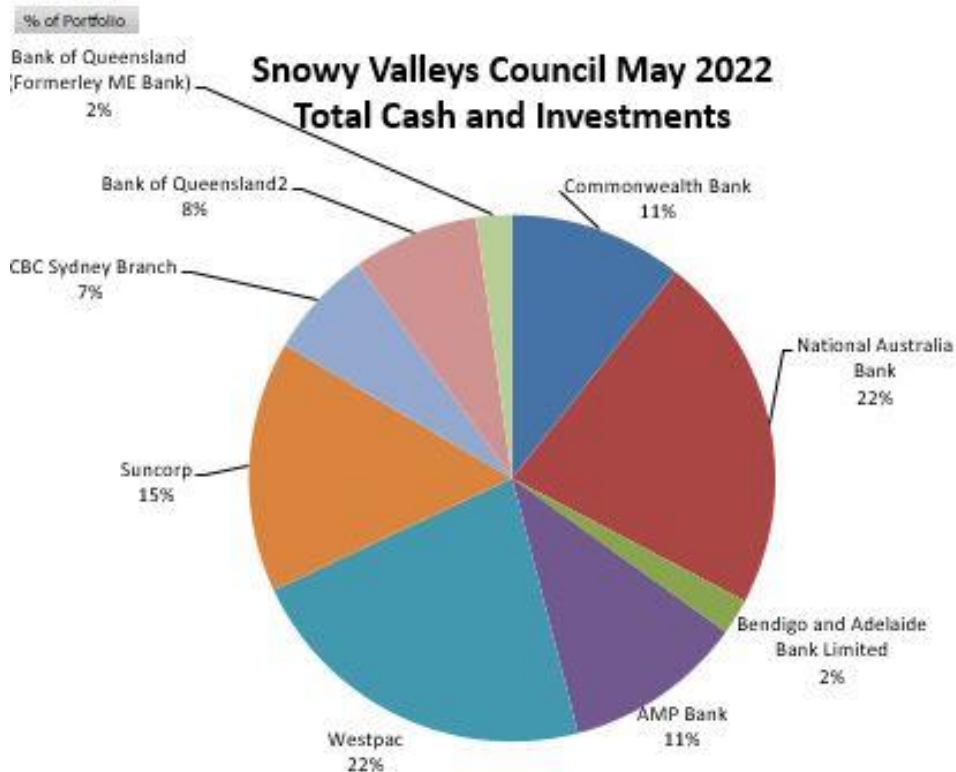
Nil.

### **REPORT:**

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



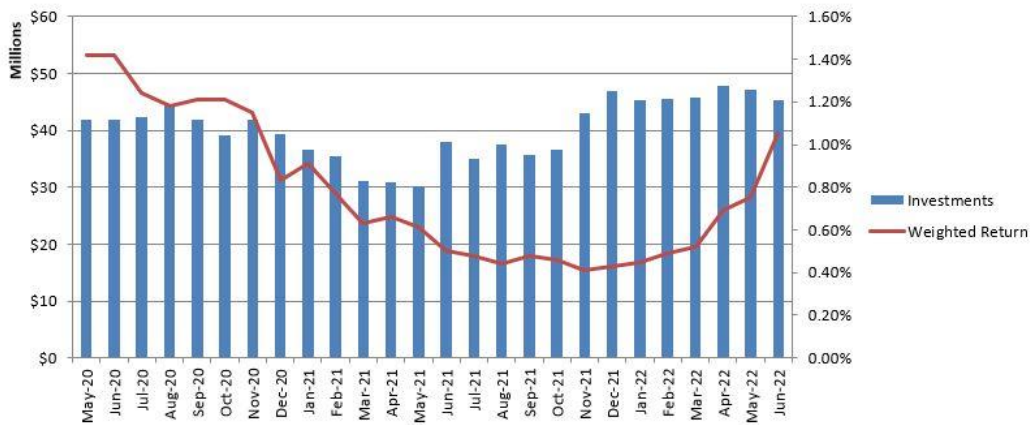
Combined Cash & Investments Table		30/06/2022				
Cash & 11am at call Accounts	Current Month	Last Month	Movement	Type	Interest Rate%	
Commonwealth Bank	\$ 1,251,574	\$ 1,594,075	-\$ 342,501	W/Acct	0.10%	
Commonwealth Bank	\$ 3,577,816	\$ 9,574,354	-\$ 5,996,537	At Call (BOS)	0.20%	
Commonwealth Bank	\$ 6,987	\$ 5,499	\$ 1,488	Gen-Roth	0.10%	
<b>Total Cash &amp; At Call Investments</b>	<b>\$ 4,836,377</b>	<b>\$ 11,173,927</b>	<b>-\$ 6,337,550</b>		<b>0.17%</b>	
Term Deposits	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
National Australia Bank	\$ -	\$ 1,500,000	-\$ 1,500,000	1/12/2021	0.40%	1/06/2022
National Australia Bank	\$ 2,000,000	\$ -	\$ 2,000,000	15/06/2022	1.05%	15/07/2022
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	27/04/2022	0.93%	27/07/2022
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	30/07/2021	0.32%	29/07/2022
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	30/05/2022	1.60%	30/08/2022
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	7/09/2021	0.35%	7/09/2022
Suncorp	\$ 1,000,000	\$ 1,000,000	\$ -	22/09/2021	0.35%	22/09/2022
Suncorp	\$ 2,000,000	\$ 2,000,000	\$ -	4/04/2022	1.15%	4/10/2022
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	25/11/2021	0.50%	25/11/2022
Bendigo and Adelaide Bank Limited	\$ 500,000	\$ 500,000	\$ -	25/11/2021	0.50%	25/11/2022
Suncorp	\$ 1,500,000	\$ 1,500,000	\$ -	1/12/2021	0.52%	1/12/2022
Suncorp	\$ 1,500,000	\$ -	\$ 1,500,000	1/06/2022	2.45%	1/12/2022
AMP Bank	\$ 2,000,000	\$ 2,000,000	\$ -	7/12/2021	1.00%	7/12/2022
AMP Bank	\$ 1,000,000	\$ 1,000,000	\$ -	17/01/2022	1.10%	17/01/2023
Bank of Queensland	\$ 2,000,000	\$ 2,000,000	\$ -	21/02/2022	0.90%	21/02/2023
Suncorp	\$ 1,000,000	\$ -	\$ 1,000,000	15/06/2022	3.53%	15/03/2023
AMP Bank	\$ 2,000,000	\$ 2,000,000	\$ -	18/03/2022	1.00%	20/03/2023
ICBC Sydney Branch	\$ 1,500,000	\$ 1,500,000	\$ -	8/04/2021	0.65%	11/04/2023
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	27/04/2022	2.27%	27/04/2023
Westpac	\$ 1,500,000	\$ 1,500,000	\$ -	1/12/2021	0.88%	1/06/2023
Bank of Queensland	\$ 1,500,000	\$ -	\$ 1,500,000	1/06/2022	3.20%	1/06/2023
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	28/06/2021	0.60%	28/06/2023
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	15/07/2021	0.65%	17/07/2023
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	30/07/2021	0.65%	31/07/2023
Bank of Queensland (Formerly ME Bank)	\$ 1,000,000	\$ 1,000,000	\$ -	27/04/2022	2.70%	27/10/2023
Westpac	\$ 1,000,000	\$ 1,000,000	\$ -	15/02/2022	1.75%	15/02/2024
ICBC Sydney Branch	\$ 1,500,000	\$ 1,500,000	\$ -	8/04/2021	0.85%	8/04/2024
Westpac	\$ 1,500,000	\$ 1,500,000	\$ -	7/09/2021	0.78%	9/09/2024
<b>Total Term Deposits</b>	<b>\$ 40,500,000</b>	<b>\$ 36,000,000</b>	<b>\$ 4,500,000</b>		<b>1.15%</b>	
<b>Total Cash &amp; Investments</b>	<b>\$ 45,336,377</b>	<b>\$ 47,173,927</b>	<b>-\$ 1,837,550</b>		<b>1.05%</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 decreased \$1.8M during June 2022.

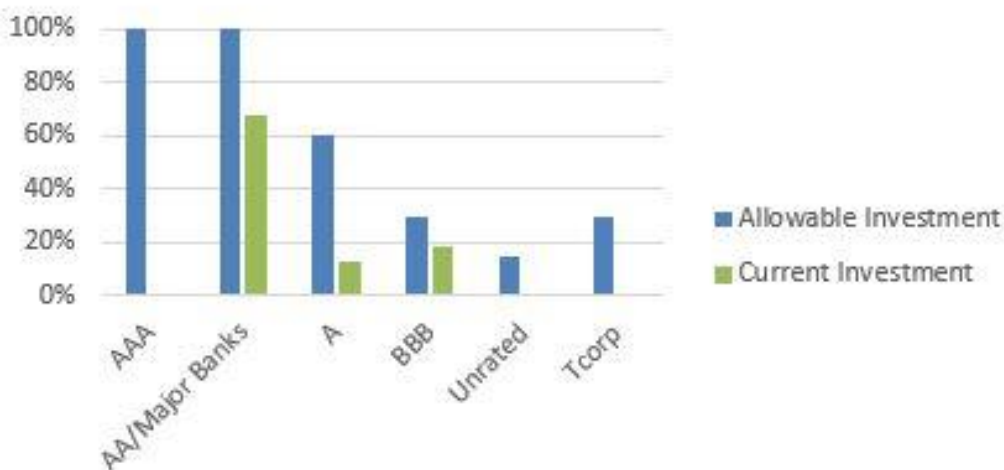
Cash investment rates are starting to increase with the market factoring in forward expectations of rate increases. Council’s investment policy requires Council officers to minimise investment risk by spreading investments across several institutions (institutional credit framework) as well as within its investment portfolio (overall portfolio credit framework). These risk minimisation measures impact the achievable rate of return. Council officers continue to monitor the investment market and regularly receive updates from Council’s financial advisors.

**SVC Cash Investments and Weighted Return**



This month the report includes a focus on portfolio risk, one of the 3 risks addressed in Council’s Investment Policy. Portfolio risk refers to the overall risk of the portfolio of investments, this includes the combined risk of each individual investment. The different components of the portfolio and their weightings contribute to the extent in which the portfolio is exposed to risk. To control the credit quality on the entire portfolio, Council limits the percentage of the portfolio exposed to any particular credit rating category. The maximum percentage of the total portfolio that can be held within any one credit rating category is outlined in the investment policy.

**SVC Investment Policy - Portfolio Risk**



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

Theme 5 - Our Civic Leadership

**Community Strategic Plan Objectives**

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

**Delivery Program Principal Activities**

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

**FINANCIAL AND RESOURCES IMPLICATIONS:**

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

**POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

The information provided complies with Councils Investment Policy and Section 625 of the Local Government Act 1993 (NSW).

**RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

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.

## 10.5. WASTE MANAGEMENT FEES AND CHARGES

**REPORT AUTHOR: MANAGER UTILITIES AND WASTE BUSINESS**

**RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE**

### EXECUTIVE SUMMARY:

Council is required to manage costs associated with the delivery of waste management services in line with best practice systems and processes including appropriate fees and charges for services provided.

Unfortunately, the recently adopted 2022/2023 Fees and Charges has several waste management charges that were not included. This report is to include these charges to allow the recovery of appropriate costs for products and services provided to the community.

### RECOMMENDATION:

#### THAT COUNCIL:

1. **Receive the report on Waste Management Fees and Charges;**
2. **Advertise the changes as required by the Legislation;**
3. **If there are no submissions, approve the additional waste management fees and charges for inclusion into the council's 2022/2023 Schedule of Fees and Charges.**

### BACKGROUND:

Each year Council is required to determine fees and charges for services it provides.

The fees and charges are made up of fees provided under relevant Acts, fees determined by Council and recommendations from the Local Government and Shires Association of NSW.

Section 608 (1) of the Local Government Act 1993, provides that "a Council may charge and recover an approved fee for any service it provides..."

### REPORT:

The Fees and Charges 2022-2023 Schedule sets out the fees that Council will charge for services and programs. The Fees and Charges 2022-2023 Schedule was prepared by assessing each fee for cost recovery and cost base increases, and, where applicable, the fees have been increased accordingly.

The fees and charges are made up of fees provided under relevant Acts, fees determined by Council and recommendations from the Local Government and Shires Associations of NSW.

Unfortunately, the below fees and charges were not included in the preparation of the currently adopted fees and charges. However, they are required to allow the recovery of appropriate costs for products and services provided to the community. These fees and charges relate to existing services provided by council.

Fee Name	Fee Description	GST Applicable	Fee Type Code	Updated Fee Including GST	Manager
<b>New Service / Bin Charges</b>					
New / replacement 140ltr Bin	Per bin. Includes application	Y	E	\$91.00	Manager Utilities and Waste Business

Fee Name	Fee Description	GST Applicable	Fee Type Code	Updated Fee Including GST	Manager
	<p>processing fees, bin assembly and delivery.</p> <p>Bin remains the property of Council and must remain at the delivered address.</p> <p>Prices may vary as new stock purchased.</p>				
New / replacement 240ltr Bin	<p>Per bin.</p> <p>Includes application processing fees, bin assembly and delivery.</p> <p>Bin remains the property of Council and must remain at the delivered address.</p> <p>Prices may vary as new stock purchased.</p>	Y	E	\$136.00	Manager Utilities and Waste Business
Kitchen Caddy	<p>Per caddy</p> <p>Prices may vary as new stock purchased.</p>	Y	E	\$9.50	Manager Utilities and Waste Business
Kitchen Caddy Liners	<p>Per roll of 150 bags.</p> <p>Prices may vary as new stock purchased.</p>	Y	E	\$15.50	Manager Utilities and Waste Business

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

Theme 3 - Our Environment

Theme 4 - Our Infrastructure

**Community Strategic Plan Objectives**

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

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

**Delivery Program Principal Activities**

3.5 Deliver best practice waste management

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

**FINANCIAL AND RESOURCES IMPLICATIONS:**

These fees help to cover the costs of purchasing, assembly, delivery, and ongoing maintenance and management of the Mobile Garbage Bin's in service and in stock. These fees and charges form part of budgets and expected revenue for provision of the kerbside collection service.

**POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

Council is required to appropriately charge for and manage the residential waste collection service in line with best practice.

**RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

Risks associated to these fees and charges are minimal. Two of the fees are existing fees with two fees introduced as part of the Food Organics Garden Organics (FOGO) kerbside collection service. Also, vouchers are now available through the SVC Waste App for one roll of caddy liners.

**OPTIONS:**

It is recommended that Council adopts the added fees and charges.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Councils Fees and Charges are available to view on Councils website and the fees and charges are advised to customers when inquiring about a new service.

**ATTACHMENTS**

Nil.

## **10.6. REVIEW OF RELATED PARTIES DISCLOSURE POLICY**

**REPORT AUTHOR: COORDINATOR FINANCIAL ACCOUNTING**

**RESPONSIBLE DIRECTOR: CHIEF FINANCIAL OFFICER**

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### **EXECUTIVE SUMMARY:**

This report submits the updated Related Party Disclosures Policy for Council approval.

### **RECOMMENDATION:**

#### **THAT COUNCIL:**

- 1. Receive the report on Review of Related Party Disclosures Policy;**
- 2. Approve the updated Related Party Disclosures Policy.**

### **BACKGROUND:**

This report is to gain Council approval for the updated Related Party Disclosures Policy. The Australian Accounting Standards Board (AASB) determined that AASB 124 applies to government entities including local governments since 1 July 2016. Council is required to disclose transactions associated with related parties and key management personnel (KMP) compensation in its annual financial statements.

### **REPORT:**

The objective of AASB 124 is to ensure that an entity's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties, and by transactions and outstanding balances, including commitments with such parties. Council has implemented a policy to guide capture and disclosure of related party transactions. Disclosure in the financial statements is only made where a transaction has occurred between Council and a related party of Council. In addition, the transaction must be material in nature or size, when considered individually or collectively.

#### **What is a Related Party?**

Parties are related where one can control or influence the other's financial and operating decisions. Council's related parties include all Key Management Personnel (KMP). Council's KMP have been assessed to be the Mayor, Councillors, CEO, Directors, Responsible Accounting Officer and the Public Officer. AASB 124 also includes the close family members of each KMP and the entities that a KMP or their close family members control or jointly control as related parties.

#### **Information Collected**

To comply with AASB 124, Council needs to collect information from its KMP to identify related party relationships and transactions. The policy requires all KMP to periodically provide a Related Party Disclosure notifying any existing or potential related party transactions between Council and themselves, close family members or associated entities. Council's finance officers review the transactions and relationships and keep a disclosure register. Material transactions will be disclosed in the financial statements, while other transactions are disclosed in aggregate where appropriate.

#### **What will be disclosed?**

In accordance with the requirements of AASB 124, Council is required to disclose the following information in respect to related parties:

1. Relationships between the parent and its subsidiaries, irrespective of whether there have been transactions between them;
2. KMP compensation in total and for each of the following categories:

- Short-term employee benefits;
- Post-employment benefits;
- Other long-term benefits;
- Termination benefits;

3. Transactions between Council and KMP or entities owned or controlled by KMP or their close family members; and

4. Transactions with Council and other related entities such as joint ventures, subsidiaries etc.

The requirement for a review of the Related Party Disclosure Policy was identified by the external auditors in Council's final management letter 2021 on the final phase of the annual audit. This policy had not been reviewed since July 2017 and the recommendation was that Council schedule regular periodic review of all policies, ensuring they are updated with any new legislative requirements. The policy review resulted in very minor adjustments and updates to policy and disclosure form.

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

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

#### **Delivery Program and Operation Plan Strategic Directions**

Theme 5 - Our Civic Leadership

#### **Community Strategic Plan Objectives**

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

#### **Delivery Program Principal Activities**

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

## **FINANCIAL AND RESOURCES IMPLICATIONS:**

Nil.

## **POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

Council is required to disclose related party transactions and relationships under AASB 124 *Related Parties Disclosures*

## **RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

Disclosures under the Policy result in Council fulfilling its legislative requirements

## **OPTIONS:**

Council may endorse, amend or decline the recommendations made in this report.

## **COUNCIL SEAL REQUIRED:**

No

## **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Internal consultation was undertaken during June 2022. Matters arising from this report that require further communication will be addressed at the meeting or taken on notice.



## **ATTACHMENTS**

1. Related Party Disclosures Policy (Under separate cover)

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## **11. MANAGEMENT REPORTS**

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### **11.1. 2022 NAIDOC WEEK**

**REPORT AUTHOR: INTERIM GENERAL MANAGER**

**RESPONSIBLE DIRECTOR: INTERIM GENERAL MANAGER**

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#### **EXECUTIVE SUMMARY:**

This report details events held in Tumut and Tumbarumba in celebration of 2022 NAIDOC week.

#### **RECOMMENDATION:**

##### **THAT COUNCIL:**

- 1. Receive the report on 2022 NAIDOC Week;**
- 2. Note the report on 2022 NAIDOC Week**

#### **BACKGROUND:**

Snowy Valleys Council participates annually in NAIDOC week via various ceremonies and activities.

#### **REPORT:**

Snowy Valleys Council values the relationships it has with First Nations Peoples in our community and the workplace. In recognition of this the Aboriginal flags are flown outside Council's main administration buildings; Welcome to Country is provided at key events and Acknowledgement to Country given at Council meetings and gatherings.

In celebration of the 2022 NAIDOC week, community members and Council staff were invited to join local Aboriginal Elders and families to events held at Tumut on Monday 4 July and at Tumbarumba on Wednesday 6 July.

Both events were attended by local elders, representatives of Council and the NSW Police as well as members of the community and included a Welcome to Country and Raising of the Aboriginal Flag followed by morning tea as well as a Smoking Ceremony in Tumut. Activities also included tree plantings at both Tumut and Tumbarumba.

At the Tumut event Mary Greenhalgh gave the Welcome to Country and Sue Bulger and Deputy Mayor, Cr Trina Thomson spoke. At Tumbarumba June Wolter provided the Welcome to Country and Deputy Mayor, Cr Trina Thomson provided the Council Address.

Council is appreciative of the collaboration with and assistance provided by the Aboriginal Liaison Committee towards this event.

Whilst held annually, Welcome to Country and Raising of the Aboriginal Flag has been included as one of the deliverables within the Draft Reconciliation Action Plan currently on public exhibition with submissions closing at 5pm, 18 July 2022.

Snowy Valleys Council is committed to enhancing the knowledge and understanding of our communities about the history, heritage and cultures of Aboriginal Australians and looks forward to continued opportunities to do so.

**LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**

**Integrated Planning and Reporting Framework:**

**Delivery Program and Operation Plan Strategic Directions**

Theme 1 - Our Community

**Community Strategic Plan Objectives**

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

**Delivery Program Principal Activities**

1.3 Provide services and support to enhance local arts and culture

**FINANCIAL AND RESOURCES IMPLICATIONS:**

Activities held were within allocated budget.

**POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

Nil.

**RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

N/A

**OPTIONS:**

N/A

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Liaison towards the events was undertaken with Aboriginal representatives of the community.

**ATTACHMENTS**

Nil.

## **11.2. DRINKING WATER MANAGEMENT SYSTEM ANNUAL REPORT 2021**

**REPORT AUTHOR: WATER AND WASTEWATER ENGINEER**

**RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE**

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### **EXECUTIVE SUMMARY:**

This report presents the Council DWMS Annual Report for the 2021 calendar year summarising Council's drinking water quality performance and the annual review outcomes. While there have been a small number of samples in excess of guideline values, these have been addressed and resolved within the requirements of the DWMS to maintain full compliance with the Australian Drinking Water Guidelines (ADWG). The following summaries and attached report provide the in-depth details.

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

Council is required to endorse this report prior to submission to NSW Health.

### **RECOMMENDATION:**

#### **THAT COUNCIL:**

- 1. Receive the report on Drinking Water Management System Annual Report for 2021;**
- 2. Endorse the Drinking Water Management System Annual Report for submission to the local Public Health Unit (PHU), NSW Health.**

### **BACKGROUND:**

Water suppliers in NSW are required to establish and adhere to a quality assurance program, known as a Drinking Water Management System (DWMS). A DWMS is a risk-based approach to managing drinking water quality.

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

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

- Verification monitoring, in the NSW Health Drinking Water Database.
- The performance of critical control points (CCPs).
- A water quality review (raw, treated and distribution water quality, including
- Levels of service (including consumer complaints).
- Incidents and emergencies.

Continuous improvement plan implementation.

## REPORT:

### 1. Introduction

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

An overview of selected report findings is presented in the following sections. Council is referred to the attached report for further information.

Snowy Valleys Council operates six independent water supply systems, servicing eight towns/villages:

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

### 2. Drinking Water Quality Monitoring

Regular testing of drinking water is one of the measures available to help ensure safe water supply. Drinking water quality monitoring samples are collected within the distribution system and these are representative of the water supplied to the consumer.

Drinking water quality monitoring comprises:

- **Verification monitoring**  
Used for assessing compliance with the Australian Drinking Water Guidelines (ADWG) and where necessary for triggering corrective action to improve water quality.
- **Operational and Critical Control Point (CCP) monitoring**  
Used to check equipment and processes are working properly. The data can be used to trigger immediate short-term corrective action to improve water quality, but not for assessing compliance with the guidelines.

Additional monitoring may comprise:

- Emergency response sampling, such as during the event of a flood or a mains break.
- Investigation and research.
- Monitoring of consumer satisfaction.
- Reporting and accountability.

Water quality monitoring serves as a check that barriers to contamination are working effectively. Such monitoring programs should satisfy community concerns about water quality and assist in preventing outbreaks of waterborne disease.

#### 2.1 Verification monitoring

Verification of drinking water quality provides an assessment of the overall performance of the water supply systems and the quality of drinking water being supplied to consumers.

For 2021, all water supply schemes were fully compliant with the Australian Drinking Water Guidelines (ADWG); however, there were some issues regarding fluoride, free chlorine, high pH, turbidity, and total coliforms.

ADWG exceedances are summarised in Table 1.

**Table 1 ADWG Limit Exceedances**

Water Supply Scheme	Outcomes
Batlow	<ul style="list-style-type: none"> <li>One instance of free chlorine lower than the guideline (0.17 &lt; 0.2 mg/L)</li> </ul>
Brungle	<ul style="list-style-type: none"> <li>One instance of free chlorine lower than the guideline (0.18 &lt; 0.2 mg/L).</li> <li>One instance of total coliform detection; no E. coli detection.</li> </ul>
Khancoban	<ul style="list-style-type: none"> <li>One instance of turbidity exceeding the guideline (13 &gt; 5 NTU)</li> </ul>
Talbingo	<ul style="list-style-type: none"> <li>Five instances of pH exceeding the guideline (ranging between: 8.55 - 9.06 &gt; 8.5).</li> </ul>
Tumbarumba	<ul style="list-style-type: none"> <li>One instance of pH lower than the guideline (6.49 &lt; 6.5).</li> <li>One instance of turbidity exceeding the guideline (15.4 &gt; 5 NTU).</li> </ul>
Tumut	<ul style="list-style-type: none"> <li>Three instances of pH exceeding the guideline (ranging between: 8.51 – 9.17 &gt; 8.5)</li> <li>Two instances of total coliform detections; no E. coli detection.</li> </ul>

## 2.2 Verification Sampling Program

The verification monitoring sampling program includes routine chemistry and microbiology monitoring, and others where required, for example, radiological. The sampling program for 2021 did not achieve 100% compliance with the allocated counts monitoring program.

Council has 14 sampling programs covering chemistry and microbiology across its water supply systems.

- In one of the sampling programs, Council exceeded the required number of samples.
- In seven of the 14 sample programs, Council equaled the number of samples required.
- In six of the sample programs Council was below the required count, with the lowest sample count ratio being 23/26 samples in Khancoban for microbiology.

Table 17 of the attachment indicates that Brungle, Cloverdale and Talbingo chemistry sampling each had 50% compliance. This is due to the labelling of samples as 'allocated' vs. 'repeat'. Each site required two samples to be collected in the reporting period, and two samples were collected for each site, demonstrating 100% compliance with the sampling requirements. Sample dates were:

- **Talbingo:** 19 May 2021 and 13 October 2021.
- **Brungle:** 10 February 2021 and 13 October 2021.
- **Cloverdale:** 19 May 2021 and 13 October 2021.

## 2.3. Critical Control Points (CCP) monitoring

Critical Control Points comprise an activity, procedure or process that is critical to control a water quality hazard. CCPs must be monitored regularly, ideally continuously, to ensure the effectiveness of protection barriers. Properly operated CCPs help ensure safe drinking water. CCPs comprise operational targets (target limits), adjustment limits (alert limits) and critical limits (control limits).

Typically CCPs are part of process monitoring and include pH, turbidity, fluoride concentration (where dosed), chlorine residual, and reservoir integrity. Where a target, alert or control exceedance is noted, this indicates corrective actions have been required to maintain a safe and healthy drinking water supply.

A summary of the CCP performance for 2021 is provided in Table 2.

**Table 2 CCP Performance Summary**

Supply System	2021 CCP General Summary
Batlow	<ul style="list-style-type: none"> <li>• One of 257 samples resulted in filtered water turbidity control exceedance; a small number of alerts.</li> <li>• Fifteen of 363 samples resulted in filter transmembrane pressure alerts.</li> <li>• Twenty upper pH control exceedances, with three instances above the ADWG limit of 8.5; and 74 of 362 samples in alert.</li> <li>• Three post treatment turbidity alerts.</li> <li>• Three free chlorine post-treatment control exceedances however, within the ADWG limits. 147 alerts from 364 samples.</li> <li>• 79 of 356 samples resulted in fluoride alerts for corrective action/adjustments. 165 low fluoride control exceedances constituting underdosing of fluoride for a short period.</li> </ul>
Brungle	<ul style="list-style-type: none"> <li>• One filtered water turbidity alert.</li> <li>• No transmembrane pressure (TMP) exceedance or alert.</li> <li>• One high pH control exceedance and four alerts.</li> <li>• No reticulated water turbidity exceedance.</li> <li>• 64 free chlorine exceedances from 96 samples over 1.5 mg/L; although these were below the ADWG limit (5 mg/L); with 20 alerts. Chlorine dosing is not stable due to low turnover in the supply, improvements planned.</li> </ul>
Khancoban	<ul style="list-style-type: none"> <li>• One low chlorine control exceedance; with eight alerts from 365 samples.</li> </ul>
Talbingo	<ul style="list-style-type: none"> <li>• Three alerts of filtered water turbidity.</li> <li>• Two high pH control exceedance with 180 alerts from 365 samples.</li> <li>• No filtered water turbidity exceedance or alerts.</li> <li>• 67 post treatment free chlorine alerts from 365 samples.</li> </ul>
Tumbarumba	<ul style="list-style-type: none"> <li>• Nineteen filtered water turbidity control exceedances and fourteen alerts across both filters from 1812 samples.</li> </ul>

Supply System	2021 CCP General Summary
	<ul style="list-style-type: none"> <li>• One control exceedance of low free chlorine residual with two low alerts from 365 samples.</li> <li>• 58 high alerts for fluoride. 90 low fluoride control exceedances constituting underdosing of fluoride for a short period from 365 samples.</li> </ul>
Tumut	<ul style="list-style-type: none"> <li>• One low pH control exceedance with 112 alerts.</li> <li>• Three treated water turbidity alerts from 360 samples.</li> <li>• 116 free chlorine control exceedances higher than 1.5 mg/L, although these were below the ADWG limit (5 mg/L) with 222 alerts from 365 samples.</li> <li>• One high fluoride and four low fluoride control exceedances; otherwise very good compliance within the operational targets.</li> </ul>

Furthermore, underdosing of fluoride is an ongoing issue in both Batlow and Tumbarumba water supply systems. Accordingly, NSW Health is funding an audit of Council's fluoride systems to identify areas for improvement. Public Works will be undertaking the audit. Improvement costs are often funded by NSW Health.

### 3. Water Quality Complaints

Council received 18 water quality complaints in the 2021 financial year. Most complaints were from the Tumut water supply system (10 complaints), followed by Tumbarumba supply system (5 complaints). The most frequent causes for complaints being odour/taste or dirty water.

### 4. Improvement Plan Implementation

The DWMS improvement plan was reviewed and updated during the preparation of the annual report. Although the improvement plan is not part of the attached report; it is submitted to NSW Health. The improvement plan supports the development of capital works budgets and future delivery plans.

Council has key capital improvements to be rolled out across the treatment plants and selected network locations to ensure the continued delivery of a safe water supply.

### 5. DWMS Review Outcomes

The NSW Health Guidelines for a DWMS require that all water suppliers review their DWMS and major components on an annual basis. This is to ensure that the DWMS is managed as a quality assurance system and to demonstrate continuous review and improvement of the system.

A formal review of the DWMS was not undertaken in 2021; however, the improvement plan was reviewed and updated.



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

Theme 3 - Our Environment

Theme 4 - Our Infrastructure

**Community Strategic Plan Objectives**

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

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

**Delivery Program Principal Activities**

3.2 Deliver best practice water and wastewater services

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

**FINANCIAL AND RESOURCES IMPLICATIONS:**

Viridis Consultants were engaged to undertake the completion of the 2021 Annual Report; funding was provided from Council's water supply operational budgets.

Any improvement plan capital and/or maintenance actions will be implemented as part of the annual operational budget reviews, rolling capital works and renewals programs and supports the development of future delivery plans.

**POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

Council is required to submit annual reports to NSW Health for assurance that the DWMS is being effectively implemented. Where a Council does not submit an annual report, this is reported by NSW Health to DPIE Water.

Furthermore, a water and wastewater performance report is completed each financial year and submitted to DPIE Water. The community can access outcomes of this report from the DPIE website: <https://www.industry.nsw.gov.au/water/water-utilities/lwu-performance-monitoring-data>.

**RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

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

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

**OPTIONS:**

Council is required to endorse the annual reports prior to being formally submitted to NSW Health.

Council may choose to request amendments to the report with endorsement subject to the changes made, however it should be noted that technical, factual statements and data are unable to be changed.

**COUNCIL SEAL REQUIRED:**

No

## **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Consultation for the preparation of the 2021 annual report included:

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

## **ATTACHMENTS**

1. Drinking Water Management System Annual Report 2021 (Under separate cover)

## **11.3. ARTWORK ON TUMUT WATER RESERVOIRS**

**REPORT AUTHOR: MANAGER UTILITIES AND WASTE BUSINESS**

**RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE**

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### **EXECUTIVE SUMMARY:**

Council have been approached by the Tumut Lions Club representatives regarding the possibility of applying art works or murals to the water reservoirs on Lambie and Godfrey Streets in Tumut. Following a number of discussions in mid-2021 discussions have again progressed and Tumut Lions Club are further developing plans, estimates and funding opportunities for the work to be considered.

The reservoir located on Lambie Street is of note due to the recent construction of the new Tumut Hospital with the reservoir having a fairly large allocation of the sightline around the entrance to the new hospital. This reservoir also holds a good portion of the skyline for residents North and Northwest of the reservoir.

The Tumut water supply reservoirs are in service and are operational assets owned by council for the treatment, management, monitoring and supply of drinking water to residents of Tumut and Adelong. The Lambie Street reservoir is a critical part of the supply and distribution of the town drinking water supply.

Initial discussions have been related to the technicalities of what may be required and the provision of information such as the size of the reservoirs and documents such as Business Case and Feasibility templates.

Tumut Lions Club are seeking some commitment from council to allow funding applications to be made, engineering reports to be undertaken, quotes to be obtained and a pathway forward.

### **RECOMMENDATION:**

#### **THAT COUNCIL:**

- 1. Receive the report on Artwork on Tumut Water Reservoirs;**
- 2. Provide initial support for the further development of the Tumut Lions Club reservoir artwork project with no financial commitment from Council;**
- 3. Review various options including directly painting on the reservoir structures, with options included in Project Management Framework documentation;**
- 4. Prepare a further report, assessing the various options, to be presented to a future meeting.**

### **BACKGROUND:**

During the development of the new Tumut Hospital on Lambie Street, some members of the public noted the existing water reservoirs were looking a bit old compared to the newly constructed hospital.

The Tumut Lions Club also noticed this and began discussions with council officers whether artworks or murals could be applied to the water reservoirs similar to those on towers, buildings and grain silos in other towns across regional NSW and greater Australia.

### **REPORT:**

This report outlines a request from the Tumut Lions Club to undertake a project related to Council owned and operated utilities infrastructure in Tumut.

This report is not a request for funding or donation to Tumut Lions Club and is not a new project that council will be undertaking.

This project will however require interactions with council officers throughout the life of the project where the Tumut Lions Club require information or advice. The project will at times likely require input or support from councils communications team. As the sites are operational sites, there will also be a requirement for council officers to attend site, monitor works, undertake works and manage WH&S on the site during the construction/installation stage of the project. These hours and potential commitment will be prepared and presented in a future report.

Tumut Lions Club have been investigating the possibility of applying artworks or murals on water infrastructure in Tumut, being Lambie Street and Godfrey Street water supply reservoirs. These reservoirs, being 10 metres high and 25 metres in diameter are a fairly large structure in the Tumut skyline. Tumut Lions Club believe the application of artworks would improve the outlook for residents and users of the newly constructed Tumut Hospital and would also be a tourism attraction for visitors to the Snowy Valleys area.

The idea is based on artworks that have been completed on grain silos, towers, buildings and reservoirs around the region and throughout Australia. The below image of a water reservoir in ACT displays this concept.



The Tumut Lions Club are investigating artists, funding and any engineering requirements that may be required to undertake the works and are seeking the support from council to continue these investigations, planning and application for funding where available.

Council utilities staff have previously been in discussion with the Tumut Lions Club regarding the project. Due to COVID and funding issues this project has been in a hiatus for some time.

If the project proceeds to the next stage, it will require some investment by Council. This funding will be needed to undertake investigations and documentation, feasibility studies and engineering reports. This will not be possible to be undertaken internally due to the specialised nature of the work. These documents will be required to evaluate the impacts of the works on council operations and should include matters such as:

- Engineering reports for structural integrity, leakage impacts on treatments, surface treatments and potential contamination of the water supply from any applied treatments.
- Existing weeping from the reservoirs and any requirement for internal sealing. Noting the possible issues/costs related to this being an operational reservoir.
- The identified requirement to install site security fencing and the impacts of this on the project outcomes.
- The ongoing maintenance requirements of the reservoir itself and the potential or additional cost impacts of repairing or repainting minor external reservoir components.
- The ongoing maintenance of art works due to wear/tear, weathering, graffiti removal/repairs and ongoing renewal, including who covers this cost.
- Evaluation of the impacts of traffic movements, road safety, parking and any required amenities, including ongoing maintenance.
- Evaluation of any Development Application and any environmental statements required.

At this time Council does not have any budget allocated for this project and this type of project is not appropriate to fund from the Water Fund budgets. Following the development of these documents, utilities and infrastructure officers can review, provide advice and/or recommendations for Tumut Lions Club to update the documents.

When the project is suitably progressed and all required recommendations have been addressed, a further report can be prepared for Council adoption of a preferred approach.

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

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

#### **Delivery Program and Operation Plan Strategic Directions**

Theme 1 - Our Community

Theme 2 - Our Economy

#### **Community Strategic Plan Objectives**

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

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

#### **Delivery Program Principal Activities**

1.3 Provide services and support to enhance local arts and culture

2.2 Promote our towns, villages and region

## **FINANCIAL AND RESOURCES IMPLICATIONS:**

The construction costs are expected to be fully funded by the Tumut Lions Club.

Council have no financial implications for the development of the project but some resources will be required to review and provide feedback to the Tumut Lions Club on an intermittent basis as considered necessary.

The financial implications for construction or ongoing maintenance have yet to be evaluated and these costs will depend on engineering reports and the treatment chosen for the art works.

## **POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

Public Health Act 2010

Environmental Planning and Assessment Act 1979

## **RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

N/A.

**OPTIONS:**

The Tumut Lions Club have investigated the project based on painting directly on the reservoir structure (option 2). It is recommended that other options should be considered, such as these as follows:

**1. Do nothing**

This will not likely be accepted by Tumut Lions Club or some members of the community. This option will have no immediate or future costs increases to maintain the facility.

**2. External painting of the reservoir**

This is subject to engineers reports, has the potential to cause ongoing maintenance issues/costs, has the potential to leach chemicals/contaminants into the public water supply, may hide defects in the future such as cracks/leaks.

This option, due to existing weeping and dampness of the exterior walls may have extensive sealing requirements (internal and external) to prevent water contamination and also to prevent peeling of the applied art works. This sealing may require the reservoir to be isolated from the network to undertake the work, which could mean costly interim water supply measures.

**3. Printed Banners attached to the reservoir structure**

Printed banners could fully wrap the exterior of the reservoir and provide the same aesthetic and visual impact as option 2. This option could follow the same artistic approach with minimal impacts to the ongoing maintenance and operation of the reservoir and water supply networks.

This option will likely be significantly less expensive and would also allow for a changing art-scape every several years or during special ceremonies or events.

**4. Stand alone painted structure**

This option could be more expensive and could also cause some operational issues but would not impact on the reservoir structure.

Although these options will need to be worked through as part of a business case and evaluated within councils project management framework, option 3 would likely provide a cost effective outcome that has limited impacts on the reservoir structure, shows an innovative approach and provides a number of advantages for future use of the installation.

**COUNCIL SEAL REQUIRED:**

No.

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

No external communications are required from Council at this stage but as the project progresses some communications may be released by Tumut Lions Club.

**ATTACHMENTS**

Nil.

**11.4. ROAD NAMING - PROPOSED NEW ROAD NAME - CLEWS ROAD at KHANCOBAN****REPORT AUTHOR: ASSETS / GIS TECHNICAL OFFICER****RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE****EXECUTIVE SUMMARY:**

This report seeks the approval of Council for the naming of a roadway which begins at the intersection of Scammel Street and travels South for 571 meters ending at the intersection with Scott Street (see attached map).

Noting the proposed name for the road has been approved by NSW Geographic Names Board (GNB) and forms part of Councils Road Naming Policy, the approval of Council is required to name the road.

Community feedback has indicated a preference for Clews Road from the pre-approved list of road names on councils Road Naming Policy.

Council officers have followed due process in line with the GNB requirements and recommend that Council endorse the proposal to name the section of road as Clews Road, which had been chosen by the community.

This road provides access to residential properties.

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

- 1. Receive the report on Road Naming - Proposed New Road Name - Clews Road at Khancoban;**
- 2. Accept the public submission indicating community preference for the road name Clews Road in place of Wallaby Avenue which had been on public exhibition for a minimum of 28 days including publishing the proposal in the local newspaper allowing for public comment;**
- 3. Approve the proposal for the road name of Clews Road and:**
  - a. serve notices of the road name proposal to Australia Post, Registrar General, Surveyor General**
  - b. formally have the name gazetted in the Government Gazette and place notice in the local newspaper giving a description of the road and its location.**

**BACKGROUND:**

Requests were received to consider renaming a section of Mitchell Avenue Khancoban to avoid confusion regarding addressing.

A report was submitted to Council at the April general meeting proposing the name Wallaby Ave should be chosen for this portion of road. Council deferred a decision and requested staff collate community feedback on the proposed road name.

Community feedback indicated a preference for Clews Road or Lady Hudson Road.

Clews Road is on councils list of road names on it's Road Naming Policy which was pre-approved by Geographical Names Board (GNB), and has since received GNB approval pending Councils approval.

**REPORT:**

Council has received a request in relation to inconsistent addressing of Mitchell Avenue, Khancoban. The resident had recently purchased a property at Mitchell Avenue, Khancoban and they required an



ambulance to their property. The ambulance attended the incorrect address (See Attachment 1). Council has also received an email from the local police requesting the name be changed urgently. This is also to avoid confusion for emergency and other services (See Attachment 2).

As a result of these requests, Council staff investigated the impact on residences along Mitchell Avenue and followed the process to request a new road name through Geographic Names Board (GNB).

In the processing of applications for addresses to be assigned on Mitchell Avenue, Khancoban, it was identified there were several inconsistencies, including two properties with 1 Mitchell Avenue as their assigned address in Council and the NSW Address databases.

As identified by the residents, these addressing inconsistencies can lead to delays or the inability of emergency services to respond to requests for service. In addition, electrical and telecommunications connections can be delayed when there are inconsistent addresses.

Using proposed road names from Council's Road Naming policy that have been pre-approved by GNB and with feedback from the community, "Clews Road" has been selected and is presented to Council for approval.

Clews Road has also been approved by GNB subject to Council's approval.

Lady Hudson Road is not on the list of names which are pre-approved by GNB. Previous experience (of other Councils) indicates that the use of names which are not on the GNB pre-approved list could take in excess of two (2) months. It is likely that such a delay would be unacceptable to the affected residents and the emergency services organisations.

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

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

#### **Delivery Program and Operation Plan Strategic Directions**

Theme 1 - Our Community

#### **Community Strategic Plan Objectives**

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

#### **Delivery Program Principal Activities**

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

## **FINANCIAL AND RESOURCES IMPLICATIONS:**

Nil

## **POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

- Road Naming Policy SVC-ENG-PO-088-01
- Roads Act 1993 (NSW)
- NSW Address Policy and User Manual
- Guidelines for the Naming of Roads (Geographic Names Board)

## **RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

Nil



**OPTIONS:**

Council may:

- Approve the recommendations;
- Amend the recommendation and utilise another pre-approved name as per Councils Road Naming Policy;
- Defer the report and seek further information;
- Defer the current report until NSW Geographic Names Board approves Lady Hudson Road as suggested by the community, this may take at least two (2) months.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Extensive consultation has been undertaken on road names as part of the process of developing Councils Road Naming Policy including requesting public submissions, advertisements in local newspapers, and social media postings.

When the previous proposal to name this roadway was presented to council the community feedback received over the 28 day feedback period indicated Clews Road as a preferred name.

Subject to the approval of Council, the proposal for the road name has been modified from Wallaby Avenue to "Clews Road".

**ATTACHMENTS**

1. 20210924 - Email - Khancoban Road Name-Attachment 1 - (Under separate cover) *confidential*
2. 20220620 - Email - Police Residence -Attachment 2 - (Under separate cover) *confidential*
3. 20220704 - Public Submission Report - Proposed New Name - Clews Road - Khancoban - (Under separate cover) *confidential*
4. Map - Proposed New Road Name - Khancoban - (Under separate cover)

## **11.5. ROAD NAMING - PROPOSED NAME OF WEEDEN PLACE at GLEN ESTATES IN TUMUT**

**REPORT AUTHOR: ASSETS / GIS TECHNICAL OFFICER**

**RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE**

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### **EXECUTIVE SUMMARY:**

This report seeks the approval of Council for the naming of a roadway which begins at Jeffery Circuit intersection and travels South approximately 250 meters and East approximately 92 meters (see attached map and the proposed new subdivision layout).

Noting the proposed name for the road is included in the list of pre-approved names that form part of Councils Road Naming Policy, the approval of Council is required for the naming of the road.

Council officers have followed due process in line with the Geographic Names Board (GNB) requirements and recommend that Council endorse the proposal to name the section of road as Weeden Place.

This road provides access to residential properties.

### **RECOMMENDATION:**

#### **THAT COUNCIL:**

- 1. Receive the report on Road Naming - Proposed Name of Weeden Place at Glen Estate in Tumut;**
- 2. Endorse the proposal to place on public exhibition and advertise for 28 days the road name of Weeden Place allowing for public comment;**
- 3. Approve the proposal for the road name of Weeden Place if no public submissions are received and:**
  - a. serve notices of the road name proposal to Australia Post, Registrar General, Surveyors General**
  - b. formally have the name gazetted in the Government Gazette and place a notice in the local newspaper giving a description to the road and its location;**
- 4. Receive a further report on the proposed road name of Weeden Place if public submissions are received during the exhibition period.**

### **BACKGROUND:**

At the request of the Developer, the name Weeden Place has been chosen as an extension of Jeffery Circuit. The process to request a new road name through Geographic Names Board (GNB) has been followed.

### **REPORT:**

In the processing of the application for a new road name at the extension of Jeffery Circuit Tumut, Council staff identified two (2) properties on Jeffery circuit that will be affected by the road name change. These homes will need to be reassigned new addresses in Council and NSW Address databases.

These addressing inconsistencies can lead to delays or the inability of emergency providers to respond to requests for service. In addition, electrical and telecommunications connections can be delayed when there are inconsistent addresses.

Using Councils Road Naming policy of road names that have been pre-approved by GNB the road name "Weeden Place" had been selected and is presented to council for endorsement. Public exhibition closed on 1 July 2022 with no submissions.

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

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

#### **Delivery Program and Operation Plan Strategic Directions**

Theme 1 - Our Community

#### **Community Strategic Plan Objectives**

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

#### **Delivery Program Principal Activities**

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

## **FINANCIAL AND RESOURCES IMPLICATIONS:**

Nil

## **POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

- Road Naming Policy SVC-ENG-PO-088-01
- Roads Act 1993 (NSW)
- NSW Address Policy and User Manual
- Guidelines for the Naming of Roads (Geographic Names Board)

## **RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

Nil

## **OPTIONS:**

Council may:

- Approve the recommendations;
- Amend the recommendation and utilise a pre-approved name as per Councils Road Naming Policy;
- Defer the report and seek further information.

## **COUNCIL SEAL REQUIRED:**

No

## **COMMUNITY ENGAGEMENT AND COMMUNICATION:**

Extensive consultation was undertaken on road names as part of the process in developing Councils Road Naming Policy.

Subject to the approval of Council, the proposal for the road name of Weeden Place will be placed on public exhibition for a minimum of 28 days including publishing the proposal in the local newspapers allowing for public comment.

## **ATTACHMENTS**

1. Road Name - Weeden Place - Attachment 1(Under separate cover)
2. Plan for Proposed Subdivision at Jeffery Circuit -Attachment 2 (Under separate cover)

**11.6. MCMEEKIN STREET TUMBARUMBA - LAND SALE - LOT 1 DP 1148834****REPORT AUTHOR: PROPERTY AND TRANSPORT PARTNER****RESPONSIBLE DIRECTOR: EXECUTIVE DIRECTOR INFRASTRUCTURE****EXECUTIVE SUMMARY:**

This report seeks approval from Council to sell Council owned freehold land described in Lot 1 DP 1148834 which is located in McMeekin Street Tumbarumba through the process of Public Auction. The land is located in the Tumbarumba light Industrial area and has been subject to interest from the public sector for purchase.

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

1. **Receive the report on McMeekin Street Tumbarumba - Land Sale - Lot 1 DP 1148834;**
2. **Authorise the sale of Lot 1 DP 1148834 McMeekin Street Tumbarumba through the process of Public Auction;**
3. **Delegate authority to the General Manager and Mayor to set reserve price for sale at public auction;**
4. **Delegate authority to the General Manager to negotiate a sale by private treaty should the property not sell at public auction;**
5. **Authorise the application of the Council seal of the sale of land.**

**BACKGROUND:**

The property has previously been before a Council meeting dated 11 December 2018 to be sold through an Expression of Interest process. The interest generated and the offers submitted have not been in compliance with the Council resolution.

**10.5 MCMEEKIN STREET TUMBARUMBA - LAND SALE****M345/18 RESOLVED:  
THAT COUNCIL:**

1. Receive this report for the proposed sale of Council owned land described as Lot 1 DP1148834 located in McMeekin Street Tumbarumba.
2. Authorise the sale of Lot 1 DP1148834 McMeekin Street Tumbarumba through an Expression of Interest Process.
3. Delegate authority to the General Manager to negotiate and finalise the terms of sale including the sale price provided it is within 20% of the market appraisal.
4. Authorise the affixing of the Common Seal of Council to the transfer documents and any other documentation required to give effect to this resolution.

Cr John Larter/Cr Bruce Wright

**REPORT:**

Council recently received a request from an interested party to purchase the property. The price was well below the market price as per Attachments. The request has now been extended to a long term lease by the applicant who wished to purchase the property. The lease would be subject to an expression of interest process.

The land is currently owned by Council and is surplus to Council needs. The land is vacant within the light industrial area of Tumberumba.

Council has 3 options:

- Sell the land;
- Lease the land; or
- continue to hold the unused block in its' present state.

If the block is to be sold then a public auction should provide the return for Council. If successful, the sale of the land will provide the following benefits to Council:

- short term income from the sale of the land
- ongoing savings in operation and maintenance costs
- potential for rating revenue from the land
- potential social and economic benefit through a more appropriate use of the land
- potentially promote and attract further development in the area

If the option is a long term lease, then a tender process would be appropriate. Generally this would be for 5 yrs with possible extensions. This would make the block unattractive to potential lessees and the risk of building on the land would be too high. While this would provide an income for Council the property would still be on our asset list and would require some ongoing maintenance.

Similarly if Council kept the block in an unused state there would be no return to Council but an ongoing maintenance cost.

It is therefore proposed that disposal of the block would provide the best option for Council. For reasons of probity, transparency and procedural fairness it is proposed that Public Auction be undertaken for the sale of the land.

The market appraisals provide the basis of negotiation with interested parties, and as such is treated as confidential.

A suitably qualified solicitor will be engaged to oversee the process of the lot sale to ensure all statutory compliance is met.

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

Theme 2 - Our Economy

**Community Strategic Plan Objectives**

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

**Delivery Program Principal Activities**

2.4 Attract and support local business and industry

**FINANCIAL AND RESOURCES IMPLICATIONS:**

The sale of freehold property is governed by the Conveyancing Act 1919, specifically Part 4 Division 8. A suitably qualified solicitor will be engaged to oversee the process of the lot sale to ensure all statutory compliance is met.

The Disposal of Assets Policy will be followed through the resolution of Council and going to Public Auction. Processing of the sale of the land will be undertaken by Council Solicitors and fees are to be covered by the sale of the lots.

Council will be responsible for its own conveyancing costs for the land sale, which are estimated at approximately \$9000. This would be absorbed from the proceeds of the land sale and would not require budget allocation.

**POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

The sale of freehold property is governed by the Conveyancing Act 1919, specifically Part 4 Division 8. A suitably qualified solicitor will be engaged to oversee the process of the lot sale to ensure all statutory compliance is met.

The Disposal of Assets Policy will be followed through the resolution of Council and going to Public Auction.

**RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	Asset Management Principle encourage the regular consideration of assets with regards to their disposal if they are surplus to the organisation needs or do not have strategic value.	The sale of freehold property is governed by the Conveyancing Act 1919, specifically Part 4 Division 8. A suitably qualified solicitor will be engaged to oversee the process of the lot sale to ensure all statutory compliance is met.	No foreseen impact
Environmental & Public Health	No foreseen impact	No foreseen impact	No significant issues
Financial	Disposal of surplus assets provides a means of reducing risk and provide income. Potential economic benefit through a more appropriate use of the land. Potential to promote an attract further industry to the area.  There is no foreseen significant risk to Council with the recommendation in relation to the process of sale.	A risk is present that the market appraisal has overpriced the value of the properties, and the parcels do not gain interest during the advertising process. If the sale is successful, these costs will be recovered from the proceeds of sale. If the sale of the land is unsuccessful these costs will be borne by Council.	Future projects to be funded from savings

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
People	No foreseen impact	No foreseen impact	No foreseen impact
Technology	No foreseen impact	No foreseen impact	No foreseen impact
Stakeholder	Asset Management Principle encourage the regular consideration of assets with regards to their disposal if they are surplus to the organisation needs or do not have strategic value.	The parcels do not gain interest during the advertising process	Future projects to be funded from savings
Service Delivery	No foreseen impact	No foreseen impact	Future projects to be funded from savings

**OPTIONS:**

1. Council endorse the recommendations;
2. Council resolve to lease the property;
3. Council does not provide approval for the sale or lease of the land.

Sale of the land through the Public Auction process provides transparency, equal opportunity to purchase the lot and the best return for Council.

**COUNCIL SEAL REQUIRED:**

Yes

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

The sale of the properties will be subject to an auction process, which will be publicly advertised.

**ATTACHMENTS**

1. Market Appraisal - Lot 1 Mcmeekin Street Tumbarumba-Costello Rural (*under separate cover) confidential*)
2. Market Appraisal - Mcmeekin Street - Tumbarumba - NSW - 2653 - Ray White (*under separate cover) confidential*)
3. 220623-Map - Lot 1 DP1148834 Mcmeekin Street Tumbarumba



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

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### **12.1. MINUTES - GLENROY HERITAGE RESERVE COMMITTEE - 15 MAY 2022**

**REPORT AUTHOR: TOURISM OFFICER**

**RESPONSIBLE DIRECTOR: EXECUTIVE CHIEF OF STAFF**

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#### **RECOMMENDATION:**

##### **THAT COUNCIL:**

- 1. Receive the report on the Glenroy Heritage Reserve Committee Minutes;**
- 2. Note the Minutes of the Glenroy Heritage Reserve Committee Ordinary meeting held on 15th May 2022.**

#### **BACKGROUND:**

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

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

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

#### **REPORT:**

The May meeting was held at Glenroy Heritage Reserve dining room on Sunday 15/05/2022, commencing at 1.30pm.

The Committee considered a number of matters including:

- \* minor maintenance issues
- \* the review of the draft Terms of Reference
- \* the outcome of the health inspection for the kitchen and facility
- \* the Pioneer Womens Hut report
- \* the Button Hut report
- \* the consideration of a requirement for a handyman to do 'odd jobs'
- \* the current state of the septic system and maintenance requirement

The Treasurer's report for Glenroy Heritage Reserve was tabled with the current account balance as of 15 May 2022 being \$6100.82.

The next meeting of the Glenroy Heritage Reserve committee will be held on Sunday 7th August 2022, commencing at 1.30pm

The meeting closed at 2.25pm.

There were no recommendations for Council to consider arising from this meeting.

**LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:**

N/A

**FINANCIAL AND RESOURCES IMPLICATIONS:**

Council commits through its annual budget and operational planning process the resources required to support the safe and effective operation of its committees established under s.355 of the Local Government Act and the assets they manage on behalf of council.

**POLICY, LEGAL AND STATUTORY IMPLICATIONS:**

The Glenroy Heritage Reserve Committee operates as a committee of council under the Council Committees framework and s.355 of the Local Government Act.

**RISK MANAGEMENT / COST BENEFIT ANALYSIS:**

N/A

**OPTIONS:**

N/A

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

N/A

**ATTACHMENTS**

1. 20220515 - Minutes of Glenroy Heritage Reserve Committee (Under separate cover)

## **13. CONFIDENTIAL**

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### **13.1. REQUEST FOR TENDER (RFT) 2022/02 - Ci to CiANYWHERE MIGRATION PROJECT**

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

### **13.2. ROTARY PIONEER PARK AND GOLDFIELDS PARK AMENITIES CONSTRUCTION**

*Item 13.2 and its attachments are 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.*

## **14. MEETING CLOSURE**

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