



SNOWY VALLEYS COUNCIL ORDINARY MEETING

AGENDA

Thursday, 20 March 2025

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

Statement of Ethical Obligations

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

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

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

Disclosure of Political Donations and Gifts

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

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

For further information, visit www.planning.nsw.gov.au/donations

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

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

- 15.21** Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.
- 15.22** A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.
- 15.23** Any person who contravenes or attempts to contravene clause 15.22, may be expelled from the meeting as provided for under section 10(2) of the Act.
- 15.24** If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

Livestreaming of Meetings (extract from the Code of Meeting Practice – Section 5)

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

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

Photography

Flash photography is not permitted at a meeting of the Council or a Committee of the council without the consent of the General Manager.

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

- 4.1** The Council may hold a public forum prior to each Ordinary Council meeting for the purpose of hearing oral submissions on items of business to be considered at the meeting. All public forums will be audio/visual recorded and live streamed as part of the Council meeting.
- 4.2** Public Forums may be held by audio-visual link.
- 4.3** Public forums are to be chaired by the mayor or their nominee.

Those attending must comply with the terms and conditions of the Code of Meeting Practice which can be viewed on Councils website.



Thursday, 20 March 2025

Council Chambers 76 Capper Street Tumut / Via Video Link

4:00 PM

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1. PUBLIC FORUM

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE

4. DECLARATIONS OF PECUNIARY INTEREST

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

5. CONFIRMATION OF MINUTES

5.1. MINUTES - ORDINARY COUNCIL - 20 FEBRUARY 2025

RECOMMENDATION:

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

Attachment 1 - 20250220 - DRAFT Minutes - Ordinary Council



ORDINARY MEETING

MINUTES

Thursday, 20 February 2025

THE MEETING WAS HELD AT 2:00 PM
COUNCIL CHAMBERS CNR BRIDGE & WINTON STREET
TUMBARUMBA / VIA VIDEO LINK

Mayor

Acting General Manager



Thursday, 20 February 2025

Council Chambers Cnr Bridge & Winton Street Tumbarumba / Via Video Link

2:00 PM

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Mayor

Acting General Manager

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

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

1. PUBLIC FORUM

The following speakers addressed the meeting:

- Allan Tonkin spoke against Item 6.1 Petition opposing the current location of the proposed multipurpose and evacuation centre and against Item 11.2 Snowy Valleys Multipurpose and Evacuation Centre Project Concept Design.
- Kristin Twomey spoke for Item 11.2 Snowy Valleys Multipurpose and Evacuation Centre Project Concept Design.
- Leigh McColl spoke against Item 11.1 Mannus Lake Blue-Green Algae Management.

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE

M01/25 RESOLVED that the apology received from Cr Michael Inglis be received and granted.

Cr Sheldon/Cr Hardwick

CARRIED UNANIMOUSLY

M02/25 RESOLVED that the request received from Cr John Larter for remote attendance to today's meeting be received and granted.

Cr Sheldon/Cr Packard

CARRIED UNANIMOUSLY

4. DECLARATIONS OF PECUNIARY INTEREST

Acting General Manager, Jessica Quilty declared a non-pecuniary, significant interest in relation to report 13.3 Confidential Mayoral Minute - Appointment of Acting General Manager due to being the person of interest and will leave the room during discussion.

Acting General Manager, Jessica Quilty declared a non-pecuniary significant interest in relation to report 13.4 Confidential - NSW Land and Environment Court Matters Update due to being a neighbouring property and will leave the room during discussion.

5. CONFIRMATION OF MINUTES

5.1. MINUTES - ORDINARY COUNCIL - 12 DECEMBER 2024

M03/25 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 12 December 2024 be received and confirmed as an accurate record.

Cr Thomson/Cr Wortes

CARRIED UNANIMOUSLY

6. CORRESPONDENCE/PETITIONS

6.1. PETITION OPPOSING THE CURRENT LOCATION OF THE PROPOSED MULTIPURPOSE AND EVACUATION CENTRE

M04/25 RESOLVED:

THAT COUNCIL:

1. Receive the petition; and
2. Notify the chief petitioner of the upcoming opportunities for community participation in the project.

Cr Hardwick/Cr Sheldon

CARRIED UNANIMOUSLY

7. MAYORAL MINUTE

The Mayor spoke of valued staff member of Council and of the community, Neil Bombardier, who recently passed, and gave condolences to Neil's family.

The Mayor acknowledged Public Service medal recently awarded to Jill Ludford, Chief Executive of Murrumbidgee Local Health District, for her work in health.

Congratulations to all Australia Day award recipients, and thanks to event organisers.

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Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in Council Chambers Cnr Bridge & Winton Street Tumbarumba / Via Video Link on Thursday, 20 February 2025

Mayor

Acting General Manager

Congratulations to Tumbatrek organisers and participants.

Refer to Item 13.3 Mayoral Minute - Appointment of Acting General Manager. This report is confidential under the *Local Government Act 1993* Section 10A (2)(a) as it relates to personnel matters concerning particular individuals (other than councillors) and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest and will be addressed at the end of the meeting.

M05/25 RESOLVED to bring forward Item 11.1 Mannus Lake Blue Green Algae Management.

Cr Thomson/Cr Hardwick

CARRIED UNANIMOUSLY

11.1. MANNUS LAKE BLUE-GREEN ALGAE MANAGEMENT

MOTION:

THAT COUNCIL:

1. Support the ongoing monitoring program to identify an algae bloom on Mannus Lake and inform the downstream users group of any red alert notifications;
2. Support the implementation and treatment of Mannus Lake algae blooms using enzyme, bacterial or other nature-based additives subject to a review and costing of these treatments;
3. Support a University of Technology Sydney (UTS) application for an Australian Research Council (ARC) funding grant;
4. Endorse a \$74,000 allocation from Council's General Fund for the management of Mannus Lake and Pioneer Park Pond in the 2025-2026 Budget as a matched funding contribution towards the UTS grant application;
5. Update the current version of the Mannus Lake Blue-Green Algae Management Policy adopted in 2020 to reflect the latest "Best Practice" industry standards and guidelines for the management and treatment of blue-green algae;
6. Support the community to establish a Mannus Creek Working Group to make improvements to the Mannus Creek catchment upstream and downstream of Mannus Lake; and
7. Recommend that the Working Group develop a catchment management strategy for Mannus Creek to accompany Council's updated policy on the management of blue-green algae.
8. Investigate options and costs for the removal of the Mannus Dam wall and the rehabilitation of the dam bed and creek.

Cr Packard/Cr Thomson

M06/25 RESOLVED to move into Committee of the Whole.

Cr Thomson/Cr Sheldon

CARRIED UNANIMOUSLY

Cr Wortes left the meeting at 2.43pm and returned at 2.44pm.

Cr Hayes left the meeting at 2.45pm and returned at 2.48pm.

M07/25 RESOLVED to move out of Committee of the Whole.

Cr Hardwick/Cr Packard

CARRIED UNANIMOUSLY

M08/25 RESOLVED:

THAT COUNCIL:

1. Support the ongoing monitoring program to identify an algae bloom on Mannus Lake and inform the downstream users group of any red alert notifications;
2. Support the implementation and treatment of Mannus Lake algae blooms using enzyme, bacterial or other nature-based additives subject to a review and costing of these treatments;
3. Support a University of Technology Sydney (UTS) application for an Australian Research Council (ARC) funding grant;
4. Endorse a \$74,000 allocation from Council's General Fund for the management of Mannus Lake and Pioneer Park Pond in the 2025-2026 Budget as a matched funding contribution towards the UTS grant application;
5. Update the current version of the Mannus Lake Blue-Green Algae Management Policy adopted in 2020 to reflect the latest "Best Practice" industry standards and guidelines for the management and treatment of blue-green algae;
6. Support the community to establish a Mannus Creek Working Group to make improvements to the Mannus Creek catchment upstream and downstream of Mannus Lake; and
7. Recommend that the Working Group develop a catchment management strategy for Mannus Creek to accompany Council's updated policy on the management of blue-green algae.
8. As a matter of urgency investigate options and costs for the removal of the Mannus Dam wall and the rehabilitation of the dam bed and creek.

Cr Packard/Cr Thomson

CARRIED UNANIMOUSLY

M09/25 RESOLVED to return to the order of business.

Cr Thomson/Cr Sheldon

CARRIED UNANIMOUSLY

8. NOTICE OF MOTION/NOTICE OF RESCISSION

8.1. NOTICE OF MOTION - SWIMMING POOL ACCESS REVIEW - CR SHELDON, CR LARTER

M10/25 RESOLVED:

THAT COUNCIL:

1. Conduct a post swimming pool season workshop to investigate opportunities to increase accessibility by the public in preparation for the 2025/2026 season including but not limited to the following:

- Pools opening on Public Holidays, i.e. Boxing Day, New Years Day
- Potential to offer 10 free entry passes to SVC swimming pools for children under 16 years
- Introduction of free adult swimming lessons

Cr Sheldon/Cr Larter

CARRIED UNANIMOUSLY

8.2. NOTICE OF MOTION - DIGITAL WASTE VOUCHERS - CR SHELDON, CR LARTER

M11/25 RESOLVED:

THAT COUNCIL:

1. Conduct a refresher Resource Recovery Workshop on Council's Waste Strategy and Operations.

Cr Sheldon/Cr Larter

CARRIED UNANIMOUSLY

9. URGENT BUSINESS WITHOUT NOTICE

M12/25 RESOLVED:

THAT COUNCIL:

1. Authorise the Mayor and the Acting General Manager to produce a report for the March meeting and respond to the tabled correspondence from Deb Sturt regarding Cockatoo Road, with the view to Council liaising with Transgrid and key stakeholders.

Cr Ham/Cr Hardwick

CARRIED UNANIMOUSLY

10. GOVERNANCE AND FINANCIAL REPORTS

10.1. COUNCIL RESOLUTIONS ACTION REPORT - FEBRUARY 2025

M13/25 RESOLVED:

THAT COUNCIL:

1. Note the report on the Council resolution actions.

Cr Thomson/Cr Packard

CARRIED UNANIMOUSLY

10.2. DE-AMALGAMATION IMPLEMENTATION AND FINANCIAL SUSTAINABILITY PLANS - POST PUBLIC CONSULTATION

MOTION:

THAT COUNCIL:

1. Note the report on the submissions received on the De-amalgamation Implementation Plan (DIP) and the Financial Sustainability Plans (FSPs); and
2. Approve forwarding a copy of the Council report and the submissions received to the Local Government Boundaries Commission to further inform their examination of Council's de-amalgamation proposal.

Cr Packard/Cr Wortes

M14/25 RESOLVED to move into Committee of the Whole.

Cr Thomson/Cr Packard

CARRIED UNANIMOUSLY

Cr Hayes left the meeting at 3.14pm and returned at 3.15pm.

Cr Sheldon left the meeting at 3.18pm and returned at 3.20pm.

M15/25 RESOLVED to move out of Committee of the Whole.

Cr Thomson/Cr Hardwick

CARRIED UNANIMOUSLY

M16/25 RESOLVED:

THAT COUNCIL:

1. Note the report on the submissions received on the De-amalgamation Implementation Plan (DIP) and the Financial Sustainability Plans (FSPs); and
2. Approve forwarding a copy of the Council report and the submissions received to the Local Government Boundaries Commission to further inform their examination of Council's de-amalgamation proposal.

Cr Packard/Cr Wortes

CARRIED UNANIMOUSLY**10.3. LGNSW EXECUTIVE CERTIFICATE FOR ELECTED MEMBERS COURSE 7-8
FEBRUARY & 7-8 MARCH 2025****M17/25 RESOLVED:**

THAT COUNCIL:

1. Endorse the participation of Cr David Sheldon in the LGNSW Executive Certificate for Elected Members Course; and
2. Approve participation of other Councillors wishing to enrol in the LGNSW Executive Certificate for Elected Members course.

Cr Hayes/Cr Thomson

CARRIED UNANIMOUSLY**10.4. PECUNIARY INTEREST RETURN UPDATE - COUNCILLOR JULIA HAM****M18/25 RESOLVED:**

THAT COUNCIL:

1. Note the following updated Declaration of Pecuniary Interest Returns from Mayor Julia Ham as at 5 December 2024; and
2. Approve for the redacted Pecuniary Interest Returns for Mayor Julia Ham to be placed on Council's website in accordance with the current Information and Information Privacy Commission Guideline 1.

Cr Thomson/Cr Packard

CARRIED UNANIMOUSLY

10.5. SUBMISSION TO OLG - DRAFT MODEL CODE OF MEETING PRACTICE**M19/25 RESOLVED:****THAT COUNCIL:**

1. Endorse the content of the submission to the Office of Local Government - regarding the Draft Model Code of Meeting Practice.

Cr Packard/Cr Sheldon

CARRIED UNANIMOUSLY**10.6. SIX MONTHLY DELIVERY PROGRAM & OPERATIONAL PLAN PROCESS REPORT
(JULY TO DECEMBER 2024)****MOTION:****THAT COUNCIL:**

1. Endorse the 2024-2025 Six Monthly combined Delivery Program and Operational Plan Progress Report (July to December 2024).

Cr Packard/Cr Sheldon

M20/25 RESOLVED to move into Committee of the Whole

Cr Sheldon/Cr Thomson

CARRIED UNANIMOUSLY**M21/25 RESOLVED** to move out of Committee of the Whole

Cr Thomson/Cr Hardwick

CARRIED UNANIMOUSLY**M22/25 RESOLVED:****THAT COUNCIL:**

1. Endorse the 2024-2025 Six Monthly combined Delivery Program and Operational Plan Progress Report (July to December 2024).

Cr Packard/Cr Sheldon

CARRIED UNANIMOUSLY

10.7. DRAFT INFORMATION GUIDE 2025 - FOR PUBLIC EXHIBITION**M23/25 RESOLVED:****THAT COUNCIL:**

1. Endorse the DRAFT Snowy Valleys Council Information Guide 2025 - SVC-EXE-Gdl-001-06 for public exhibition for a period of no less than 28 days;
2. Note if submissions are received during the exhibition, a further report will be provided to Council; and
3. Adopt the DRAFT Snowy Valleys Council Information Guide 2025 - SVC-EXE-Gdl-001-06 if no submissions are received on the day after the completion of the public exhibition period.

Cr Thomson/Cr Hardwick

CARRIED UNANIMOUSLY**10.8. DRAFT PRIVACY MANAGEMENT PLAN - FOR PUBLIC EXHIBITION****M24/25 RESOLVED:****THAT COUNCIL:**

1. Endorse the DRAFT Privacy Management Plan SVC-CorpPlan-Pln-018-02 for public exhibition for a period of no less than 28 days;
2. Note if submissions are received during the exhibition, a further report will be provided to Council; and
3. Adopt the Privacy Management Plan SVC-CorpPlan-Pln-018-02 if no submissions are received on the day after the completion of the public exhibition period.

Cr Packard/Cr Hardwick

CARRIED UNANIMOUSLY**10.9. DRAFT COMPLAINTS MANAGEMENT POLICY - FOR PUBLIC EXHIBITION****M25/25 RESOLVED:****THAT COUNCIL:**

1. Endorse the Draft Complaints Management Policy SVC-COR-PO-037-02 for public exhibition for a period of no less than 28 days;
2. Note if submissions are received during the exhibition, a further report will be provided to Council;
3. Adopt the Complaints Management Policy SVC-COR-PO-037-02 if no submissions are received on the day after the completion of the public exhibition period.

Cr Sheldon/Cr Wortes

CARRIED UNANIMOUSLY

10.10. DRAFT STATEMENT OF BUSINESS ETHICS POLICY - FOR PUBLIC EXHIBITION**M26/25 RESOLVED:****THAT COUNCIL:**

1. Endorse the Draft Statement of Business Ethics Policy - SVC-EXE-stm-021-02 for public exhibition for a period of no less than 28 days;
2. Note if submissions are received during the exhibition, a further report will be provided to Council; and
3. Adopt the Statement of Business Ethics Policy -SVC-EXE-stm-021-02 if no submissions are received on the day after the completion of the public exhibition period.

Cr Wortes/Cr Hardwick

CARRIED UNANIMOUSLY**10.11. COUNCILLOR EXPENSES FOR THE SIX MONTH PERIOD ENDING 31 DECEMBER 2024****M27/25 RESOLVED:****THAT COUNCIL:**

1. Defer Item 10.11 Councillor Expenses for the Six Month Period Ending 31 December 2024 to the March Ordinary Meeting of Council.

Cr Hardwick/Cr Wortes

CARRIED UNANIMOUSLY**10.12. QUARTERLY BUDGET REVIEW AS OF 31 DECEMBER 2024**

Cr Hardwick left the meeting at 3.55pm and returned at 3.55pm.

M28/25 RESOLVED:**THAT COUNCIL:**

1. Receive and adopt the Quarterly Budget Review as at 31 December 2024; and
2. Adopt the Revenue, Expenditure and Capital Budget adjustments as noted in the 31 December 2024 Quarterly Budget Review.

Cr Sheldon/Cr Packard

CARRIED UNANIMOUSLY

10.13. STATEMENT OF INVESTMENTS - DECEMBER 2024

M29/25 RESOLVED:

THAT COUNCIL:

1. Note the report on Statement of Investments - December 2024.

Cr Wortes/Cr Hardwick

CARRIED UNANIMOUSLY

10.14. STATEMENT OF INVESTMENTS - JANUARY 2025

M30/25 RESOLVED:

THAT COUNCIL:

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

Cr Wortes/Cr Hardwick

CARRIED UNANIMOUSLY

10.15. ALBURY WODONGA HEALTH ADVOCACY

M31/25 RESOLVED:

THAT COUNCIL:

1. Supports a new hospital for the Albury Wodonga regional area.
2. Authorise the Mayor and Acting General Manager to support advocacy endeavours to the Victorian and NSW State Governments and the Australian Government for additional funding for further development of health facilities to meet the needs of the region post 2032.

Cr Hayes/Cr Hardwick

CARRIED UNANIMOUSLY

11. MANAGEMENT REPORTS

11.2. SNOWY VALLEYS MULTIPURPOSE AND EVACUATION CENTRE PROJECT - CONCEPT DESIGN

M32/25 RESOLVED:

THAT COUNCIL:

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

Cr Hayes/Cr Packard

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

Against: Cr Sheldon

CARRIED

6/1

12. MINUTES OF COMMITTEE MEETINGS

12.1. MINUTES - GLENROY HERITAGE RESERVE COMMITTEE - 16 OCTOBER 2024

M33/25 RESOLVED:

THAT COUNCIL:

1. Note the Minutes of the Glenroy Heritage Reserve Committee Meeting held on 16 October 2024.

Cr Hayes/Cr Wortes

CARRIED UNANIMOUSLY

Cr Larter left the meeting at 4.26pm and did not return.

12.2. MINUTES - TOOMA RECREATION RESERVE COMMITTEE - AGM - 8 OCTOBER 2024

M34/25 RESOLVED:

THAT COUNCIL:

1. Note the Minutes of the Tooma Recreation Reserve Committee Annual General Meeting held on 8 October 2024.

Cr Hayes/Cr Hardwick

CARRIED UNANIMOUSLY

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Minutes of the Meeting of the Snowy Valleys Council Ordinary Meeting held in Council Chambers Cnr Bridge & Winton Street Tumbarumba / Via Video Link on Thursday, 20 February 2025

Mayor

Acting General Manager

Cr Sheldon left the meeting at 4.27pm and returned at 4.28pm.

13. CONFIDENTIAL

M35/25 RESOLVED:

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

13.1 CONFIDENTIAL TENDER - RFT 2024/17 DESIGN & REPLACEMENT OF FILTER MEDIA AND ASSOCIATED WORKS

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

13.2 CONFIDENTIAL TENDER - RFT 2024/18 - SUPPLY BULK MATERIALS

Item 13.2 is confidential under the *Local Government Act 1993* Section 10A (2)(d)(ii) as it relates to commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the council and Council and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.3 CONFIDENTIAL MAYORAL MINUTE - APPOINTMENT OF ACTING GENERAL MANAGER

Item 13.3 is confidential under the *Local Government Act 1993* Section 10A (2)(a) as it relates to personnel matters concerning particular individuals (other than councillors), and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

13.4 CONFIDENTIAL - NSW LAND AND ENVIRONMENT COURT MATTERS UPDATE

Item 13.4 is confidential under the *Local Government Act 1993* Section 10A (2)(e) as it relates to information that would, if disclosed, prejudice the maintenance of law, and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Cr Hayes/Cr Thomson

CARRIED UNANIMOUSLY

The meeting was closed to the public at 4.33pm.

13.1. CONFIDENTIAL TENDER - RFT 2024/17 DESIGN & REPLACEMENT OF FILTER MEDIA AND ASSOCIATED WORKS - TUMUT WATER TREATMENT PLANT

M36/25 RESOLVED:

THAT COUNCIL:

1. Resolve in accordance with Section 178(3)(b) Local Government (General) Regulation 2021 :
 - Reject all offers for Request for Tender (RFT) 2024/17 for Tumut Water Treatment Plant upgrade due to all tenders exceeding the available budget;

- Invite fresh tenders, because it is considered re-tendering, rather than negotiating, will attract additional suitable submissions.
- 2. Note that the Confidential Report relating to matters specified in Sections 10A (2)(d)(ii) be treated as confidential and remain confidential until Council determines otherwise; and
- 3. Write to the unsuccessful tenderers advising them of the outcome of the tender process.

Cr Hayes/Cr Packard

CARRIED UNANIMOUSLY

13.2. CONFIDENTIAL TENDER - RFT 2024/18 - SUPPLY BULK MATERIALS

M37/25 RESOLVED:

THAT COUNCIL:

1. Resolve in accordance with Section 178, Local Government (General) Regulation 2021 to accept the tender RFT 2024/18 from suppliers in the following categories:
 - a) Road Building Materials – Bald Hill Quarry, Brennans Quarries, Nigel Grant Contracting, Wyangle Quarry and S&K Whitehead
 - b) Supply of Bedding Material – Bald Hill Quarry, Brennans Quarries, Nigel Grant Contracting, Tegra Australia, Wyangle Quarry
 - c) Supply of Sealing Aggregates- Bald Hill Quarry and Wyangle Quarry
 - d) Supply of Landscaping Products – Tegra Australia
 - e) Supply of Pre-cast Concrete Units – Bruno Altin Co Pty Ltd and Reece Australia,
 - f) Supply of Pre-mixed Concrete Products – Brennan's Quarries and Tegra Australia
2. Once Council has resolved to accept this tender, information relating to the successful tenderers be published in Council's Register of Contracts as required by Government Information (*Public Access*) Act 2009 - Part 3 Division 5 - Government Contracts with the Private Sector;
3. Note that this Confidential Report relating to matters specified in Sections 10A (2)(d)(ii) be treated as confidential and remain confidential until Council determines otherwise; and
4. Write to the successful and unsuccessful tenderers advising of the outcomes of the tender process.

Cr Packard/Cr Hardwick

CARRIED UNANIMOUSLY

13.3. CONFIDENTIAL MAYORAL MINUTE - APPOINTMENT OF ACTING GENERAL MANAGER

The Acting General Manager left the meeting at 4.41pm.

M38/25 RESOLVED:

THAT COUNCIL:

1. Appoint Jessica Quilty to the position of Acting General Manager for a period of up to 12 months; and
2. Note that the terms of the Contract of Employment be in accordance with the Total Remuneration Package as set out in the Information Pack for the position.

Cr Hardwick/Cr Sheldon

CARRIED UNANIMOUSLY

13.4. CONFIDENTIAL - NSW LAND AND ENVIRONMENT COURT MATTERS UPDATE**M39/25 RESOLVED:**

THAT COUNCIL:

1. Note the verbal update provided on current NSW Land and Environment Court Matters.

Cr Packard/Cr Sheldon

CARRIED UNANIMOUSLY

14. MEETING CLOSURE

M40/25 RESOLVED to move back into open session.

Cr Hardwick/Cr Sheldon

CARRIED UNANIMOUSLY

At this point, the time being 4.55pm the meeting moved back into open session.

The Acting General Manager returned to the meeting at 4.46pm.

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

There being no further business to discuss, the meeting closed at 5.00pm.

6. CORRESPONDENCE/PETITIONS

7. MAYORAL MINUTE

7.1. MAYORAL MINUTE - RECOGNITION OF RECENT COMMUNITY EVENTS

REPORT AUTHOR: MAYOR HAM

PURPOSE:

The purpose of this report is to congratulate and thank the Tumut Hospital Auxiliary for 90 years of dedication, Tumbafest for their outstanding festival and SES volunteers for their long service and emergency medals presented.

MAYORAL RECOMMENDATION:

THAT COUNCIL:

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

REPORT:

Tumut Hospital Auxiliary is a dedicated group of volunteers who fundraise to help our local hospital fulfill their needs, which in turn benefits the patients. Their work makes a real difference to the comfort and well-being of patients, and it strengthens our hospital's ability to serve the community. This year has been particularly special for the Auxiliary as they celebrate 90 years of service.

The Auxiliary meets on the 4th Friday of each month (except December & January) at 1pm in the Tumut Hospital Meeting Room. Afternoon tea is provided. New members are always welcome.

President: Robyn Giles and Secretary: Liane Preinbergs (Liane is also the Riverina Rep).

Between 2005 and 2024 over \$386,593.21 has been raised.

In 2022, the Auxiliary raised \$43,875 to fully fund an ultrasound machine at the new Tumut Hospital, meaning locals no longer need to travel 100km to Wagga for an ultrasound.

Tumbafest was held on the last weekend of February. A successful festival with over 200 people in attendance. Thank you to the active committee and the retiring event Manager Karly Flynn. Thank you to all the local community and Snowy Valleys Council staff who work tirelessly to make sure the event works, guests are accommodated, and Tumbarumba looks smick.

NSW SES Southwest Slopes Cluster held an awards presentation on Thursday, 27 February. The awards night was a celebration of members who were awarded the National Emergency Medal (Bushfires 2019-2020) and long service awards for years of dedicated training and servicing their local community. SES members travelled from as far as Khancoban and Gundagai to receive their medals, presented by Assistant Commissioner Colin Malone and Dr Joe McGirr MP. Speeches reflect the high respect held for the SES and their work in the community at times of stress and disasters.

ATTACHMENTS

Nil.

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

REPORT AUTHOR: MAYOR HAM

PURPOSE:

The purpose of the report is to highlight community concerns about Blackberries being removed from being a priority weed on the New South Wales State Weeds Action Plan. This is having an impact on the landscape and on the funding allocation.

MAYORAL RECOMMENDATION:

THAT COUNCIL:

- 1. Continues to allocate resources to control blackberries through the Council area;**
- 2. Supports the Murray Region Forestry Hub Blackberry Project Strategic Plan (attached);**
- 3. Write to Minister Moriarty to reclassify Blackberries as a priority weed on the State Weeds Action Plan.**
- 4. Write to the Local Land Service outlining the position of Snowy Valleys Council as a council that is committed to controlling weeds and the need for recurrent funding to continue its efforts.**

REPORT:

Background

The prevalence of the Blackberry (*Rubus fruticosus* agg) species in the southern regions of NSW has been experienced by land holders for a long time. The Blackberry (and its various genomic variations – more than 20) is considered a Weed of National Significance because of its invasiveness and ability to spread. It is among Australia's top 10 invasive species, impacting 47 threatened native Australian species as well as biodiversity and eco-system services. For information, read Australia's 10 worst invasive species study (www.nespthreatenedspecies.edu.au).

The Blackberry grows well in the Snowy Valleys Council area in agricultural grazing areas as well as under the understory of Radiata Plantations (Australia predominant softwood species) and impacts all types of land management in the following ways:

1. Restricted access to land
2. Habitat for vermin (eg. Rabbits, foxes)
3. Restricted stock access to pasture and water
4. Competition with amenity tree plantings
5. Fire hazard
6. Reduced road safety and access
7. Spread to other properties, public land, or high conservation areas
8. Have an impact on the nature tourism in the area

Economic Impact

The Murray Region Forestry Hub has completed a first ever economic analysis of the costs to the industry to manage Blackberry and the loss of production impact due to Blackberry both suppressing growth rates, prohibiting access to harvestable trees in some areas and permanently reducing plantable areas.

Costs

The costs of managing blackberry has been calculated on a \$/ha basis and considers the cost of the chemical plus application costs (ie. Labour). Based on the industry standard application, these costs are estimated at \$30.36/ha in affected areas.

Over the entire study area, the cost of control of blackberry weeds in the MRFH plantation area is estimated at \$5.16million per year.

Productivity Loss

Productivity loss has been recorded by plantation management companies for some time. It considers the impact of Blackberry on growth rates as a result of competition for light, nutrients and water as well as access to mature trees and net plantable area loss. Estimated productivity loss from a typical softwood rotation equates to a loss of \$213.10/ha.

Over the entire study area, the cost of reduced timber production resulting from Blackberry infestation in the MRFH plantation area is estimated at \$36.23 million per year.

Regional Economic Loss

Plantation growing and processing operations in NSW are located in regional areas (such as the Riverina) and are a major employer in these regions. The study considered the total regional output losses (based on the University of Canberra 2020 industry and region multiplier) from the lost production values.

Total economic activity in the region could be reduced by approximately \$306 million per year as a result of Blackberry infestation.

Efforts to Date – NSW

Significant resources are allocated to weed and pest management in NSW. There are a number of departments and agencies that have a responsibility for weed management and biosecurity.

These are:

1. NSW State Weeds Committee: supports the regional weed committee to operate effective tenure neutral plans
2. NSW Weed Biocontrol Taskforce (Department of Primary Industries): funds and promotes biocontrol research and works with other collaborative bodies in order to pool resources.
3. NSW Natural Resources Commission: independent body that provides advice to government on natural resource management. This body has recently completed the NSW Invasive Species Management Review.
4. Local Land Services: Provides localised assistance to landholders in order to control pests and meet their legal obligations

A more coordinated model, such as the pilot collaborative approach undertaken by the Department of Primary Industries and Regional Development, in conjunction with a collective landholder approach may provide a more permanent response to the prevalence of the Blackberry in NSW.

Current Gaps and Challenges

The study sought out responses from more than 40 stakeholders in NSW and Victoria. It identified that a significant effort is being made across all land tenure, but the level of coordination and funding limited the success of management (eradication) programs.

Key challenges and gaps included:

1. Blackberry is often considered 'too hard' due to its ability to propagate and existing infestation
2. Although a Weed of National significance, the Blackberry is not identified in regional plans
3. Lack of a coordinated and unified approach, especially with our cross-border constituents
4. Funding is limited and also lacks coordination
5. Essential research to explore biological controls have been challenging

Opportunities for NSW

Although a number of challenges were identified through the study, there were a significant cohort of those interviewed that remain committed to the effective management of the blackberry and eventual eradication and optimistic that with the right approach and funding, better land outcomes are possible.

They made the following observations:

1. There is broad support for collaboration across all land sectors and a collective effort if there is to be success
2. There is a sense of belief in the benefit of developing biological controls as part of a suite of controls
3. Willingness to do something better than chemical application and contribute to better ecological outcomes.

Summary

The environmental, social and economic impacts of invasive Blackberry species in NSW are well understood by landholders but somehow misrepresented in policies and regional plans. The impact of letting Blackberries grow uncontrolled will have a long-lasting impact on the environment, fire preparation, tourism and productivity.

ATTACHMENTS

Nil.

8. NOTICE OF MOTION/NOTICE OF RESCISSION

9. URGENT BUSINESS WITHOUT NOTICE

10. GOVERNANCE AND FINANCIAL REPORTS

10.1. COUNCIL RESOLUTIONS ACTION REPORT - MARCH 2025

REPORT AUTHOR: EXECUTIVE ASSISTANT - GENERAL MANAGER

RESPONSIBLE DIRECTOR: ACTING GENERAL MANAGER

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

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

REPORT:

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

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

Delivery Program Principal Activities

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

FINANCIAL AND RESOURCES IMPLICATIONS:

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

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

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

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Nil.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

ATTACHMENTS

1. Council Resolutions Action Report as at March 2025.

Attachment 1 - Council Resolutions Action Report as at March 2025

Resolutions Tracker – March 2025

Report Date/Item	Status	Assignee	Due Date	Details
Thursday, 15 February 2024				
11.5. REQUEST FOR ROAD CLOSURE AND SALE - PART ALPINE WAY, KHANCOBAN	In Progress	Property & Roads Partner	20/07/2025	<p>M34/24 RESOLVED THAT COUNCIL:</p> <ol style="list-style-type: none"> 1. Approve the partial road closure, subdivision and sale of the formed lot bordering Lot 2 DP 850930 subject to the terms of sale being met including: <ol style="list-style-type: none"> a. compliance with the legislative framework for the closing of public roads contained within the Roads Act 1993, and sale of land contained in the Real Property Act 1900 and the current NSW Registrar General's Land Registry Services Guidelines for the Closure and Sale of Public Roads; b. sale price to be determined by an independent land valuation based on the surrounding land use zoning and not the current zoning of the land as well as the future permissible use of the land under Councils' current Tumbarumba Local Environment Plan 2010 (LEP); c. the area of land (m2) to be sold is to be confirmed in a land survey prepared by a registered land surveyor; d. the brief for the land valuation is to be prepared by Council and the Land Valuer is to be engaged directly by Council; e. 50% of all costs including land valuation costs, land survey costs, preparation of contract for sale costs, land re-zoning costs, consultation costs, notification costs, planning, legal and all other costs associated with the sale and transfer of the land are to be borne by the applicant; f. a bond of \$5,000.00 be sought from the applicant upfront before Council staff undertake any work on the road closure, subdivision and sale of the land. The costs identified above (item e) will be paid for out of the bond with any unused funds returned to the applicant. 2. Honour the 50% contribution towards the property realignment that was made by Tumbarumba Shire Council; 3. Seek concurrence and approval from Transport for New South Wales (TfNSW) in writing on the sale of this road before any valuation or sales process is undertaken by any party; 4. Notify all adjoining property owners and other relevant stakeholders of any decision of Council to sell the land before any valuation or sales process is undertaken by any party including Council; 5. Classify the land as Operational Land for the purpose of sale and the land to remain vested in Council; 6. Authorise the Interim General Manager to obtain an independent valuation of the road corridor and negotiate the sale of the land;

Resolutions Tracker – March 2025

Report Date/Item	Status	Assignee	Due Date	Details
				<p>7. Delegate to the Mayor and Interim General Manager to affix the Council seal and execute documents relevant to the closure of the road reserve and sale of the land; and</p> <p>8. Request a subsequent report to Council on the outcome of the sale of the land.</p>
Thursday, 15 August 2024				
13.1. CONFIDENTIAL - ADELONG SERVICES & CITIZENS AND BOWLING CLUB - ADELONG CARAVAN PARK LEASE AGREEMENT	In Progress	Property & Roads Partner	18/04/2025	<p>M184/24 RESOLVED THAT COUNCIL:</p> <p>1. Enters into a new lease arrangement with the Adelong Services & Citizens and Bowling Club for the Council owned property which is 7,053 m2 of Council owned freehold operational land, located at 11-13 Victoria Hill Road, Adelong;</p> <p>2. Notes as per the Council Resolution M136/24 at its 20 June 2024 meeting, the lease arrangement with the Adelong Services & Citizens and Bowling Club is for an initial five (5) year period which will commence on 18 August 2024 through to 18 August 2029 with options to renew the lease for further 5 x 5 years;</p> <p>3. Enters into the new lease arrangement on the lease payment terms and conditions outlined in the attached lease which is \$15,000 per annum with a 2% annual market increase plus a CPI increase applied at the anniversary of the executed lease agreement each year (Annual rental increase);</p> <p>4. Notes the other capital improvements to the Caravan Park site that the Adelong Services & Citizens & Bowling Club has committed to undertake in the first 18 months of the new lease and which are incorporated as lessee obligations to be fulfilled under the new lease;</p> <p>5. Authorises the Interim General Manager or delegate to enter into direct negotiation and finalise the draft Lease with the Adelong Services & Citizens Bowling Club;</p> <p>6. Authorises the Interim General Manager at the end of successful negotiations to enter into a new lease arrangement with the Adelong Services & Citizens & Bowling Club for the Council owned property (L131 - 7,053m2 of Council freehold operational land) located at 11-13 Victoria Hill Road, Adelong;</p> <p>7. Authorises the Interim General Manager and Mayor to affix the Council Seal and execute all associated documentation to the lease agreement;</p> <p>8. Upon execution of the lease, advertises information relating to the lease / leases in accordance with the Government Information (Public Access) Act 2009 - Part 3 Division 5 - Government Contracts with Private Sector; and</p> <p>9. Treat matters in the Confidential Report specified in Sections 10A(2)(d)(ii) as confidential and remain confidential until Council determines otherwise.</p>

Resolutions Tracker – March 2025

Report Date/Item	Status	Assignee	Due Date	Details
Thursday, 17 October 2024				
11.7. SECTION 7.11 DEVELOPMENT CONTRIBUTIONS UPDATE AND DRAFT SECTION 7.12 DEVELOPMENT CONTRIBUTIONS PLAN 2024	In Progress	Growth & Development	20/11/2024	M221/24 RESOLVED THAT COUNCIL: 1. Endorse the draft Section 7.12 Development Contributions Plan 2024 and associated proposed works plan and place both draft documents on public exhibition for a period of not less than 28 days in accordance with Clause 213 of the Environmental Planning and Assessment Regulation 2021.
Thursday, 21 November 2024				
8.2 NOTICE OF RESCISSION – SECTION 7.11 DEVELOPMENT CONTRIBUTIONS UPDATE AND DRAFT SECTION 7.12 DEVELOPMENT CONTRIBUTIONS PLAN 2024 – CRS SHELDON, HAYES, LARTER	In Progress	Acting Director Community, Corporate & Development	11/12/2024	M252/24 RESOLVED THAT COUNCIL: 1. Receive a further report to the February 2025 meeting, including all projects from the section 7.11 plan to enable the allocation of section 7.11 Developer Contributions (Open Space) and (Roads) and Developer Contributions - Management to be subject to further consideration.
8.3 NOTICE OF RESCISSION – SALE OF COUNCIL FREEHOLD REQUEST LAND LOT 1 DP1163661 TUMUT – CRS INGLIS, SHELDON AND HAYES	In Progress	Director Infrastructure & Works	11/12/2024	M256/24 RESOLVED THAT COUNCIL: 2. Receive a further report on the outcome of Expressions of Interest; and 3. Receive a report on potential future uses of the site.
8.4 NOTICE OF MOTION – NEW ADVOCACY PLAN – CR JAMES HAYES	In Progress	A/General Manager	11/12/2024	M259/24 RESOLVED THAT COUNCIL: 1. Urgently engage with peak community bodies to develop a new advocacy plan for Snowy Valleys Council.
8.5 NOTICE OF MOTION – POTABLE WATER TO AIRPORT PRECINCT – CR JAMES HAYES	In Progress	Director Infrastructure & Works	11/12/2024	M260/24 RESOLVED THAT COUNCIL: 1. Investigate the options of supplying potable water to the airport precinct and beyond including investigating funding sources.
10.5 DRAFT COMMUNITY ENGAGEMENT STRATEGY AND DRAFT COMMUNITY ENGAGEMENT POLICY FOR PUBLIC EXHIBITION	In Progress	Director Infrastructure & Works	11/12/2024	M267/24 RESOLVED THAT COUNCIL: 4. Establish an effective communication mechanism to assist in the review of a community engagement strategy/policy.

Resolutions Tracker – March 2025

Report Date/Item	Status	Assignee	Due Date	Details
Thursday, 12 December 2024				
10.9 DISSOLUTION OF ADELONG SHOWGROUND COMMITTEE AS A SECTION 355 COMMITTEE	In Progress	Manager Technical Services	17/01/2025	M298/24 RESOLVED THAT COUNCIL: 2. Endorse the establishment of a Maintenance and Operation Agreement with the Adelong Showground Management Committee to be put in place by February 2025.
11.6. SURVEY OUTCOMES - REINSTATEMENT OF 2P PARKING RESTRICTIONS, THE PARADE TUMBARUMBA	In Progress	Executive Manager Growth & Development	17/01/2025	M305/24 RESOLVED THAT COUNCIL: 2. Review the trial period at the end of the 12-month trial period to determine its effectiveness to promote vehicle turnover in the Tumbarumba town centre and to ensure that the 2-hour restriction remains the appropriate time setting.
Thursday, 20 February 2025				
8.1 NOTICE OF MOTION - SWIMMING POOL ACCESS REVIEW - CR SHELDON, CR LARTER	In Progress	Director Infrastructure & Works	19/03/2025	M10/25 RESOLVED THAT COUNCIL: 1. Conduct a post swimming pool season workshop to investigate opportunities to increase accessibility by the public in preparation for the 2025/2026 season including but not limited to the following: • Pools opening on Public Holidays, i.e. Boxing Day, New Years Day • Potential to offer 10 free entry passes to SVC swimming pools for children under 16 years • Introduction of free adult swimming lessons
8.2 NOTICE OF MOTION - DIGITAL WASTE VOUCHERS - CR SHELDON, CR LARTER	In Progress	Director Infrastructure & Works	19/03/2025	M11/25 RESOLVED THAT COUNCIL: 1. Conduct a refresher Resource Recovery Workshop on Council's Waste Strategy and Operations.
9. URGENT BUSINESS WITHOUT NOTICE	In Progress	Acting General Manager	10/03/2025	M12/25 RESOLVED THAT COUNCIL: 1. Authorise the Mayor and the Acting General Manager to produce a report for the March meeting and respond to the tabled correspondence from Deb Sturt regarding Cockatoo Road, with the view to Council liaising with Transgrid and key stakeholders.

Resolutions Tracker – March 2025

Report Date/Item	Status	Assignee	Due Date	Details
10.7. DRAFT INFORMATION GUIDE 2025 - FOR PUBLIC EXHIBITION	In Progress	Governance Officer	3/03/2025	M23/25 RESOLVED THAT COUNCIL: 1. Endorse the DRAFT Snowy Valleys Council Information Guide 2025 - SVC-EXE-Gdl-001-06 for public exhibition for a period of no less than 28 days; 2. Note if submissions are received during the exhibition, a further report will be provided to Council; and 3. Adopt the DRAFT Snowy Valleys Council Information Guide 2025 - SVC-EXE-Gdl-001-06 if no submissions are received on the day after the completion of the public exhibition period.
10.8. DRAFT PRIVACY MANAGEMENT PLAN - FOR PUBLIC EXHIBITION	In Progress	Governance Officer	3/03/2025	M24/25 RESOLVED THAT COUNCIL: 1. Endorse the DRAFT Privacy Management Plan SVC-CorpPlan-Pln-018-02 for public exhibition for a period of no less than 28 days; 2. Note if submissions are received during the exhibition, a further report will be provided to Council; and 3. Adopt the Privacy Management Plan SVC-CorpPlan-Pln-018-02 if no submissions are received on the day after the completion of the public exhibition period.
10.9. DRAFT COMPLAINTS MANAGEMENT POLICY - FOR PUBLIC EXHIBITION	In Progress	Manager Governance	27/03/2025	M25/25 RESOLVED THAT COUNCIL: 1. Endorse the Draft Complaints Management Policy SVC-COR-PO-037-02 for public exhibition for a period of no less than 28 days; 2. Note if submissions are received during the exhibition, a further report will be provided to Council; 3. Adopt the Complaints Management Policy SVC-COR-PO-037-02 if no submissions are received on the day after the completion of the public exhibition period.
11.1 MANNUS LAKE BLUE-GREEN ALGAE MANAGEMENT	In Progress	Manager Utilities & Waste Business	19/06/2025	M08/25 RESOLVED THAT COUNCIL: 8. As a matter of urgency investigate options and costs for the removal of the Mannus Dam wall and the rehabilitation of the dam bed and creek.

10.2. DE-AMALGAMATION UPDATE

REPORT AUTHOR: ACTING GENERAL MANAGER

EXECUTIVE SUMMARY:

At the 14 December 2024 Council meeting, it was resolved to endorse the De-amalgamation Implementation Plan (DIP) and the Financial Sustainability Plans (FSPs) and commence community consultations on the Plans. Initial community meetings commenced on Tuesday, 14 January 2025 and concluded on Wednesday, 22 January 2025, with submissions closing on Friday, 31 January 2025. Council resolved at its February 2025 ordinary meeting to forward a copy of the Council report, and the submissions received to the Local Government Boundaries Commission. These were subsequently forwarded to the commission on the 21 February 2025. It is recommended that the reported be noted.

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

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

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

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

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

Community consultation on the DIP and the FSPs was undertaken during the second half of January 2025.

REPORT:

Throughout January, consultation was held on the De-amalgamation Implement Plan and Financial Sustainability Plan. Town Hall style meetings were held at the following locations:

- Tumut, Montreal Theatre – Tuesday, 14 January 2025 – 28 attendees
- Tumbarumba, RSL Hall – Thursday, 16 January 2025 – 80+ attendees
- Talbingo, Talbingo Country Club – Tuesday, 21 January 2025 – 9 attendees

- Khancoban, Khancoban Hall – Wednesday, 22 January 2025 – 42 attendees

A series of one-hour one-on-one meetings with the Interim General Manager were also made available at:

- Tumut – 21 January 2025 – No attendees
- Tumbarumba – 22 January 2025 – 3 attendees

A virtual option was also made available to community members wishing to have a one-on-one but unable to attend either Tumut or Tumbarumba in person. No residents availed themselves to this opportunity.

In addition, there were 104 visits to the de-amalgamation page on the website with 84 document downloads and four (4) online submissions. There were a further three (3) submissions forwarded directly to Council. A total of eight (8) submissions were received and subsequently forwarded to the Local Boundaries Commission on 21 February 2025.

Following an independent review and recommendation by the Boundaries Commission, the Minister for Local Government may then approve a constitutional referendum with a compulsory vote, which would require majority support from local electors to proceed with a de-amalgamation.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

Delivery Program Principal Activities

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

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

FINANCIAL AND RESOURCES IMPLICATIONS:

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

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

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

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

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

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

External Consultation:

Extensive Community Consultation was held throughout January on the De-amalgamation Implement Plan and Financial Sustainability Plans which are outlined in the report.

ATTACHMENTS

Nil.

10.3. 2025 LGNSW RURAL AND REGIONAL SUMMIT - 8 MAY SYDNEY**REPORT AUTHOR: ADMINISTRATION OFFICER - OFFICE OF THE GENERAL MANAGER****RESPONSIBLE DIRECTOR: ACTING GENERAL MANAGER**

EXECUTIVE SUMMARY:

The 2025 LGNSW Rural and Regional Summit will be held at the State Library of NSW on Thursday, 8 May 2025.

This report presents the costs for the Mayor, Deputy Mayor and Councillors to attend the Summit.

RECOMMENDATION:**THAT COUNCIL:**

1. **Endorse the attendance of Mayor Julia Ham and Deputy Mayor Hugh Packard at the 2025 LGNSW Rural and Regional Summit; and**
2. **Approve the attendance of other Councillors wishing to attend the 2025 LGNSW Rural and Regional Summit provided there are sufficient funds within budget allocations at the time of registering attendance.**

BACKGROUND:

The Rural and Regional Summit is a crucial one-day event, which serves as a focal point for deliberating on the pressing challenges facing rural and regional communities.

With Mayors, Councillors, Council Staff and NSW State Government representatives attending, the summit promises to foster collaborative solutions aimed at bolstering the socio-economic landscape of NSW's rural and regional areas.

REPORT:

The 2025 LGNSW Rural and Regional Summit will be held at the State Library of NSW Auditorium in Sydney, on Thursday, 8 May.

Below are the registration costs for attendance at the Summit.

Registration Details	Early Bird Rate (exc GST) (until 1 April)	Standard Rate (exc GST)
2025 LGNSW Rural and Regional Summit	\$491	\$591

Cancellation Policy

If you are unable to attend, a substitute delegate is welcome at no additional charge. Cancellations dated on or before COB Friday, 25 April 2025 will incur a cancellation fee of \$120. No refunds will be made for cancellations advised after this date.

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

Theme 2 - Our Economy

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

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

Delivery Program Principal Activities

2.2 Promote our towns, villages and region

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

FINANCIAL AND RESOURCES IMPLICATIONS:

Provision within Council's 2024/2025 Operations Budget have been made for the attendance at conferences by Councillors.

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

- Mayor \$7,500
- Deputy Mayor \$5,750
- Councillors \$5,750

The current balance for Mayor Ham and Deputy Mayor Packard and the costs incurred by attaining the early bird registration rate are detailed below:

Councillor	Opening Balance	Registration Cost	Closing Balance
Mayor Ham	\$4,523	\$491	\$4,032
Deputy Mayor Packard	\$5,750	\$491	\$5,259

The current balance for each Councillor and the cost incurred to register, providing they register before 1 April to attain the early bird registration rate, are detailed below:

Councillor	Opening Balance	Registration Cost	Closing Balance
Cr Hardwick	\$3,228	\$491	\$2,737
Cr Hayes	\$3,580	\$491	\$3,089
Cr Inglis	\$5,750	\$491	\$5,259
Cr Larter	\$3,231	\$491	\$2,740
Cr Sheldon	\$1,821	\$491	\$1,330
Cr Thomson	\$4,868	\$491	\$4,377
Cr Wortes	\$3,228	\$491	\$2,737

The details above determine all Councillors have sufficient funds to attend the 2025 LGNSW Rural and Regional Summit.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

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

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

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

OPTIONS:

1. Adopt as per recommendations set out in this report - preferred option.
2. Amend the recommendation to include other Councillors wishing to attend the 2025 LGNSW Rural and Regional Summit.
3. Decline the recommendations set out in this report

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Councils' attendance at the conference requires a further report to Council which will document the learnings/outcomes from the attendance in accordance with the *Payment of Expenses and the Provision of Facilities to the Mayor and Councillors Policy*.

ATTACHMENTS

Nil.

10.4. 2025 NATIONAL GENERAL ASSEMBLY - 24-27 JUNE - CANBERRA**REPORT AUTHOR: ADMINISTRATION OFFICER - OFFICE OF THE GENERAL MANAGER****RESPONSIBLE DIRECTOR: ACTING GENERAL MANAGER**

EXECUTIVE SUMMARY:

Details of the Australia Local Government Association (ALGA) 2025 National General Assembly (NGA) have been announced. The 2025 conference is a hybrid event incorporating the Regional Forum, scheduled for 24-27 June at the National Convention Centre, Canberra.

Councillors are requested to review the attached discussion paper and nominate to attend the conference to fulfil their civic duties. This report will confirm voting delegation for Snowy Valleys Council for motions raised at the conference.

RECOMMENDATION:**THAT COUNCIL:**

- 1. Approve the registration of voting and non-voting Councillors nominated to attend the 2025 National General Assembly in person, provided there is sufficient funds within budget allocations at the time of registering attendance; and**
- 2. Consider motions to be submitted to the 2025 National General Assembly.**

BACKGROUND:

The National General Assembly (NGA) is a peak annual event for elected representatives and officials of Local Government. It provides the opportunity for Local Government to engage directly with the Federal Government, to develop national policy and to influence the future direction of councils and their communities. Its mission is to achieve outcomes for local government through advocacy with impact, and maximise the economic, environmental and social wellbeing of councils and their communities.

REPORT:

The National General Assembly (NGA) will be held Wednesday, 25 June to Friday, 27 June 2025 in conjunction with the Regional Cooperation & Development Forum being held on the Tuesday, 24 June 2025, in person at The National Convention Centre, Canberra.

The theme for the 2025 NGA - **National Priorities Need Local Solutions** - highlights the unique role Australia's 537 councils can play delivering local, place-based solutions that meet the needs of their communities, while addressing broader national priorities.

The 2025 NGA provides elected representatives of Australia's local councils and communities with the opportunity to engage with the Federal Government and key Ministers.

Further, it is an opportunity to advocate for new or expanded programs and key policy initiatives that could strengthen local governments and its capacity to deliver services and infrastructure to local communities across the nation.

This year's call for motion focuses on twelve priority areas:

- Intergovernmental relations
- Financial sustainability
- Roads and infrastructure
- Emergency management
- Housing and homelessness

- Jobs and skills
- Community services
- Closing the Gap and Aboriginal and Torres Strait Islander Reconciliation
- Data, digital technology and cyber security
- Climate change and renewable energy
- Environment
- Circular economy

The criteria for submitting motions is outlined in the attached Discussion Paper. Motions close on **Monday, 31 March 2025**.

It is expected that, as a minimum, the Mayor and Deputy Mayor will attend the full conference in-person, with attendance by other Councillors (either in-person or remotely) to be confirmed by resolution during the March 2025 meeting.

Council is generally allocated one voting delegate for voting on motions raised. There is no requirement to advise ALGA of the details of the voting delegate, either before or during the conference. Traditionally the Mayor holds the voting delegate's rights, with the Deputy Mayor allocated as an alternate voting delegate in the absence of the Mayor.

Conference Registration Rates

Registration Details	Early Bird Rate*	Standard Rate
NGA Registration - In person	\$979	\$1,099
Day Registration per day - In person Wednesday and Thursday	N/A	\$529
Day Registration per day - In person Friday	N/A	\$329
Regional Forum Only	N/A	\$479
Regional Forum NGA Delegate	N/A	\$279

***Early bird registrations close Friday, 23 May 2025.**

Inclusions in the full registration fee are:

- Access to all Assembly sessions
- General Assembly Satchel and Materials
- Access to the Exhibition Hall
- Catered breaks each day
- Welcome Reception & Exhibition Opening

Further details of what each registration includes can be found on the website - NGA25.com.au.

Cancellation Policy

An administration charge of \$110 will be made to any participant cancelling before Friday, 23 May 2025. Cancellations received after Friday, 23 May 2025 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost. No refund will be available to no shows.

By submitting your registration you agree to the terms of the cancellation policy.

Social Functions

Social Function	Cost
Exhibition Opening & Welcome Reception - Tuesday, 24 June	\$55 per person
General Assembly Dinner - Thursday, 26 June	\$179 per person

Further details of each social function can be found on the website - NGA25.con.au

Four night's accommodation are required to allow full attendance at both the Regional Forum and the NGA. It is estimated that the total accommodation costs per delegate will range between \$876 and \$1,648, subject to room availability at the time of registration.

Accommodation Cancellation Policy

All rooms cancelled 30 days prior to check-in will incur cancellation fees unless the room(s) can be resold. You are required to pay for your full accommodation account and any incidental expenses incurred during your stay when checking in to the hotel. No refund will be available to no shows.

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

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

Delivery Program Principal Activities

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

FINANCIAL AND RESOURCES IMPLICATIONS:

Provision within Council's 2024/2025 Operations Budget have been made for the attendance at conferences by Councillors.

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

- Mayor \$7,500
- Deputy Mayor \$5,750
- Councillors \$5,750

The current balance for each Councillor and the costs incurred through attending the conference are detailed below, noting that actual costs will be subject to attaining the early bird registration rate, confirmation on social functions attendance and travel and accommodation arrangements.

Councillors	Opening Balance	Costs Proposed in This Report	Closing Balance
Mayor Ham	\$4,523*	Max \$2,981	\$1,542
		Min \$1,155	\$3,368
Deputy Mayor Packard	\$5,750*	Max \$2,981	\$2,769
		Min \$1,155	\$4,595

Councillors	Opening Balance	Costs Proposed in This Report	Closing Balance
Cr Hardwick	\$3,228	Max \$2,981 Min \$1,155	\$247 \$2,073
Cr Hayes	\$3,580	Max \$2,981 Min \$1,155	\$599 \$2,425
Cr Inglis	\$5,750	Max \$2,981 Min \$1,155	\$2,769 \$4,595
Cr Larter	\$3,231	Max \$2,981 Min \$1,155	\$250 \$2,076
Cr Sheldon	\$1,821	Max \$2,981 Min \$1,155	-\$1,160 \$666
Cr Thomson	\$4,868	Max \$2,981 Min \$1,155	\$1,887 \$3,713
Cr Wortes	\$3,228	Max \$2,981 Min \$1,155	\$247 \$2,073

*Subject to the costs of attending the 2025 LGNSW Rural and Regional Summit.

The details above determine all Councillors except Cr Sheldon have sufficient funds to attend the full conference.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

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

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

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

OPTIONS:

1. Adopt as per recommendations set out in this report - preferred option.
2. Councillors can opt to forfeit all or part of their training budget allocation to another Councillor who may wish to attend but does not have the available funds.
3. Council can opt not to attend the conference in any capacity i.e. no representation.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Councils' attendance at the conference requires a further report to Council which will document the learnings/outcomes from the attendance in accordance with the *Payment of Expenses and the Provision of Facilities to the Mayor and Councillors Policy*.

ATTACHMENTS

1. 20240227 - Discussion Paper - ALGA 2025 National General Assembly (Under separate cover)
2. 20250203 - Invitation - ALGA 2025 National General Assembly - ALGA President Mayor Matt Burnett (Under separate cover)

10.5. DRAFT REVISED SNOWY VALLEYS COMMUNITY STRATEGIC PLAN - TOWARDS 2042 - FOR PUBLIC EXHIBITION

REPORT AUTHOR: CORPORATE PLANNING OFFICER

RESPONSIBLE DIRECTOR: ACTING DIRECTOR COMMUNITY, CORPORATE & DEVELOPMENT

EXECUTIVE SUMMARY:

The Snowy Valleys Community Strategic Plan (CSP), Towards 2042 informs the long-term strategic direction of Council's Integrated Planning and Reporting (IP&R) framework.

In 2024, Snowy Valleys Council, alongside nine other councils, partnered with the Canberra Region Joint Organisation (CRJO) to collaboratively review their Community Strategic Plans.

The Draft Revised Snowy Valleys CSP - Towards 2042 has been prepared following community engagement held between 1 February and 15 March 2024.

This report seeks the Council's endorsement to place the Draft Revised Snowy Valleys Community Strategic Plan - Towards 2042, on public exhibition for a minimum of 28 days. Following this, a suite of IP&R documents, including a four-year Delivery Program, annual Operational Plan, Resourcing Strategy, and Community Engagement Strategy, will be prepared towards delivering the community's vision captured in the CSP.

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

Council is required to undertake corporate planning and reporting activities in accordance with the *Local Government Act 1993*, the Local Government (General) Regulation 2021, and the NSW Government's Integrated Planning and Reporting (IP&R) Guidelines and Handbook 2021.

Under this legislation, Council is required to:

- Engage with the community to review and prepare a revised 10-year Community Strategic Plan every four years and before 30 June in the year following the election of a new council; and
- Publicly exhibit the plan for at least 28 days and invite submissions during this time.

REPORT:

In 2024, Snowy Valleys Council joined the Canberra Region Joint Organisation (CRJO) and nine (9) other councils to collaborate and review their current Community Strategic Plans. A Regional Community Strategic Plan (RCSP) project was established with an outlook to 2042 and publicly named Towards 2042. The benefits of this joint approach were value for money through joint procurement and the strengthening

of regional priorities and strategies via measuring community sentiment through a coordinated engagement approach.

Each council individually undertook community engagement from 1 February to 15 March 2024, asking the community to review its current CSP and contribute their thoughts and opinions to inform a revised document. This feedback was gathered and facilitated through an online survey, discussion guides, community workshops, drawing sheets and written submissions.

During the consultation period, the community was asked:

1. How do you feel about the vision in the currently endorsed CSP?
2. Do you think we're on track with delivering the five (5) strategic themes?
3. What makes your community a great place to live?
4. What do you think are the main challenges facing your community?
5. What have you seen in another area/shire that you think would work well in your community?
6. What is one thing you would like to see achieved in your community in the next ten (10) years?
7. What services or projects do you think Council should be prioritising or lobbying other levels of government for?

A Community Engagement Report was made public on Council's website in June 2024 following a presentation to Councillors. The Snowy Valleys CSP was revised using the feedback collected during the consultation. A copy of this report can be found on Council's [webpage](#).

Whilst Council is the custodian of the CSP, all levels of government, businesses, industry groups, community groups and individuals will share the responsibility for achieving our long-term community goals.

The Draft Revised CSP - Towards 2042 is structured around five (5) themes, each with a strategic objective:

1. **Our Community** - Our communities are connected and inclusive, supported by services that nurture health, wellbeing and identity.
2. **Our Economy** - Our diverse economy supports community longevity, vibrancy and a sustainable future.
3. **Our Environment** - Our natural environment is cared for and protected to ensure future generations can experience and enjoy its beauty.
4. **Our Infrastructure** - Our local infrastructure is sustainable and facilitates our way of life.
5. **Our Civic Leadership** - Our civic leadership and organisational governance fosters open and transparent partnership with our community.

Each theme outlines the strategic objectives, strategies for achieving them, important partners and collaborators, and the specific role of the Council. A separate section explains the review and reporting process and measures to track progress. The strategies in this plan have been developed with careful consideration of the quadruple bottom line (QBL) and are grounded in Social Justice Principles.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

CSP5 Our civic leadership and organisational governance foster open and transparent partnership with our community

Delivery Program Principal Activities

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

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

FINANCIAL AND RESOURCES IMPLICATIONS:

While Council is the custodian of the Community Strategic Plan, all levels of government, businesses, industry groups, community groups and individuals will share the responsibility for achieving our long-term community goals.

The 2025-2029 Delivery Program and annual Operational Plans will detail the specific actions that Council will take towards achieving the outcomes of this Community Strategic Plan. These documents will be presented to Council and the community at the April 2025 Ordinary Council Meeting.

The Resourcing Strategy will be presented with the Delivery Program and Operational Plan. It will detail how Council will provide the resources required to perform its function whilst maintaining the long-term sustainability of the organisation. Our Resourcing Strategy considers our workforce, our finances, our technology and our assets.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Section 402 (1) and (2) of the *Local Government Act 1993* requires NSW Councils to have a Community Strategic Plan (CSP) that has been developed and endorsed by the Council. The CSP must:

- Identify the main priorities and aspirations for the future of the local government area covering a period of at least 10 years from when the plan is endorsed; and
- established strategic objectives together with strategies for achieving those objectives.

Section 402 (3) states that 'following an ordinary election of councillors, the Council must review the Community Strategic Plan before 30 June following the election. The Council may endorse the existing plan, or develop or endorse a new Community Strategic Plan, as appropriate, to ensure that the area has a community strategic plan covering at least the next 10 years.

This revised Draft Snowy Valleys Community Strategic Plan - Towards 2042, has been developed in accordance with the above requirements.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Nil

OPTIONS:

No options are considered necessary, as the Community Strategic Plan is a requirement under section 402 of the *Local Government Act 1993*.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Council completed phase one (1) of the community consultation program to review the Community Strategic Plan in February and March 2024. During this period, Council engaged with 458 Snowy Valleys Residents. People had their say across several methods including an online survey, discussion guides, drawing sheets, workshops, the Regional Wellbeing Survey and submissions.

ATTACHMENTS

1. Draft Revised Community Strategic Plan - Towards 2042. (Under separate cover)

10.6. DRAFT KERBSIDE COLLECTION POLICY - FOR PUBLIC EXHIBITION

REPORT AUTHOR: RESOURCE RECOVERY OFFICER

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS

EXECUTIVE SUMMARY:

This report presents the Snowy Valleys Council (SVC) Kerbside Collection Policy, reflecting the Council's ongoing commitment to sustainable waste management practices and its Zero Waste Strategy 2024-2030. The Kerbside Collection Policy outlines guidelines for the collection and disposal of household waste, co-mingled recycling, and Food Organics/Garden Organics (FOGO).

Aligned with the Zero Waste Strategy, this policy underpins Council's long-term objective of reducing landfill waste by 70% and increasing the resource recovery rate to 80% by 2030.

To support these objectives, the Kerbside Collection Policy was developed to address contamination, improve bin management, and enhance community education. The policy aligns with NSW EPA regulations and ensures waste collection services contribute to SVC's long-term sustainability objectives.

RECOMMENDATION:

THAT COUNCIL:

1. **Endorse the Draft Kerbside Collection Policy SVC-ENG-PO-134-01 for public exhibition for a period of no less than 28 days;**
2. **Note if submissions are received during the exhibition, a further report will be provided to Council; and**
3. **Adopt the Kerbside Collection Policy SVC-ENG-PO-134-01 if no submissions are received after the completion of the public exhibition period.**

BACKGROUND:

In 2018, Snowy Valleys Council (SVC) adopted its first ever "Zero Waste" Strategy, setting targets for landfill reduction and resource recovery. A 2024 review identified ongoing challenges, including high contamination rates in recycling and FOGO bins, prompting updates to the strategy with revised targets of 70% landfill reduction and 80% resource recovery by 2030.

The Draft Kerbside Collection Policy incorporates strategies to address contamination in recycling and FOGO streams, enhance community education, and improve service accessibility, ensuring that residents are equipped to participate in SVC's circular economy initiatives.

To support these goals, the Draft Kerbside Collection Policy was developed to address contamination, improve bin management, and enhance community education. The policy aligns with NSW EPA regulations and ensures waste collection services contribute to SVC's long-term sustainability objectives.

This policy ensures adherence to NSW EPA regulations, including the *Waste Avoidance and Resource Recovery Act 2001* and the *Plastics Reduction and Circular Economy Act 2021*, and reflects current best-practice waste collection standards.

REPORT:

The Policy

The Kerbside Collection Policy was drafted in 2024 as part of the broader update to the Zero Waste Strategy 2024–2030. It aims to address increasing contamination rates, improve bin management, and strengthen community engagement in waste sorting.

Key areas assessed during the policy development included:

- Effectiveness of contamination management measures
- Community participation in waste diversion efforts
- Operational efficiencies in bin collection and replacement
- Alignment with updated NSW EPA regulations

This policy introduces enhanced education initiatives, a structured contamination enforcement process, and clearer service guidelines to improve waste management outcomes. These updates ensure the policy supports Council's waste diversion targets and the long-term sustainability of kerbside services.

Snowy Valleys Council (SVC) provides comprehensive kerbside waste collection services, including landfill waste, co-mingled recycling, and Food Organics/Garden Organics (FOGO).

Households and businesses are provided with a 140L landfill bin, a 240L recycling bin, and a 240L FOGO bin, with landfill and recycling collected fortnightly and FOGO collected weekly.

These services are a cornerstone of SVC's Zero Waste Strategy 2024-2030, which aims to reduce landfill waste by 70% and increase resource recovery to 80% by 2030.

The Draft Kerbside Collection Policy supports these goals by addressing key areas such as bin management, waste sorting, and contamination reduction.

Contamination in recycling and FOGO bins creates several challenges. When non-recyclable materials or hazardous items end up in these streams, it hampers recovery efforts, increases operational costs, and complicates sorting.

For FOGO bins, contamination compromises the quality of the compost, reducing its market value and potentially damaging the program's reputation. It also presents a safety risk to staff handling inappropriate or hazardous waste, increasing the likelihood of accidents or injuries.

Contamination in recycling bins reduces the quality of recyclable materials, making them more difficult and costly to process. When contaminated loads are rejected by recycling facilities, they often end up in landfill, undermining community recycling efforts and increasing waste management costs. Additionally, contamination poses a safety risk to waste collection and sorting facility staff, particularly when hazardous items such as batteries, broken glass, chemicals, and medical waste are incorrectly disposed of. These materials can cause fires, injuries, or environmental hazards during transport and processing.

Reducing contamination is critical for maintaining the efficiency, safety, and quality of these programs.

The Draft Kerbside Collection Policy SVC-ENG-PO-134-01 introduces a three-strike system for managing contamination, prioritising education before enforcement.

Education:

Council actively educates residents through:

- The SVC Waste App
- Community workshops & public campaigns
- SVC Communications Team publications
- School education programs
- Waste education at community events

Enforcement:

To prioritise education before enforcement, while maintaining accountability, the following system integrates progressive education, positive reinforcement, and firm action against hazardous waste contamination.

Step 1: Initial Contamination Event – Awareness and Education

- The resident receives a soft warning in the form of a bin tag/sticker, SMS, or app notification identifying the contamination issue.
- An educational flyer (physical or digital) is provided with clear, simple instructions on what is and isn't accepted in each bin.
- The resident is encouraged to visit Council's waste webpage, SVC waste App or contact a Resource Recovery Officer for further guidance.

Step 2: Second Contamination Event – Personalised Engagement

- The resident receives a direct letter or email advising them of the repeated contamination.
- A Council Resource Recovery Officer contacts the resident via phone or door-to-door visit (if feasible) to offer personalised guidance and answer any questions.
- The resident is invited to attend a short online or in-person education session where they can ask questions and learn proper sorting techniques.
- If the resident corrects the contamination issue in the following collections, they remain in good standing with no penalties.

Step 3: Third Contamination Event – Mandatory Education and Final Warning

- The resident is required to complete a mandatory waste education session (online or in-person) before further collection of the contaminated bin.
- Council provides a final written notice, outlining that future non-compliance may lead to penalties or service suspension.
- The Resource Recovery staff conduct a follow-up to ensure understanding and support correct bin usage.

Step 4: Positive Reinforcement for Compliance

- If the household maintains 12 months of correct sorting after any contamination warning, they receive:
 - A reward, such as free compostable caddy liners, or a recognition certificate.
 - A "Clean Bin" tag recognising their compliance and encouraging continued good practice.
 - Households that consistently sort correctly (no strikes for 24 months) may be featured in Council's waste education campaign as Community Waste Champions.

Step 5: Enforcement as a Last Resort

- If contamination continues after all educational measures, Council may:
 - Temporarily suspend service collection of the contaminated bin until correct use is confirmed by Resource Recovery staff.
 - Apply a contamination reset fee to restore collection service.
 - Issue fines only in extreme or hazardous contamination cases (e.g. chemicals, batteries, medical waste).

Hazardous Waste Contamination – Immediate Action and Reporting

If a major contamination event occurs, including but not limited to:

- Asbestos
- Syringes or medical waste
- Batteries (especially lithium-ion)
- Flammable, toxic, or corrosive chemicals
- Gas canisters or explosives

Council will take immediate action, including:

- Refusing collection of the contaminated bin until the hazardous materials are safely removed.
- Issuing an immediate fine or penalty, bypassing the standard educational warnings due to the severity of the risk.
- Reporting the bin owner to the NSW EPA and/or NSW Police, depending on the nature of the hazardous waste.
- Coordinating with relevant authorities (WorkSafe NSW, public health officials, and hazardous waste disposal specialists) if required.

This progressive approach ensures that:

- Education remains the focus – residents receive multiple opportunities to learn and improve before penalties apply.
- Residents receive personalised support through phone calls, home visits, and access to education sessions.
- Positive reinforcement (rewards and recognition) encourages long-term compliance rather than relying solely on penalties.
- Enforcement is only applied as a last resort when all education efforts have failed.

How the Policy Affects Residents

For most residents, daily bin use will remain unchanged as long as correct sorting practices are followed.

The Draft Kerbside Collection Policy does not introduce new fees or charges for kerbside collection. However, it strengthens education and accountability to reduce contamination. If incorrect materials are placed in bins, residents will go through a three-strike system:

- First contamination: Bin tag and educational flyer
- Second contamination: Personalized engagement
- Third contamination: Mandatory education session
- Continued non-compliance: Potential fines or service restrictions (only as a last resort)

The focus is on education rather than penalties, ensuring residents receive support to properly sort their waste.

Projected Waste Reduction and Efficiency Gains

The Draft Kerbside Collection Policy is designed to significantly reduce landfill waste and improve resource recovery.

Based on Council's own data, it is anticipated the following improvements are achievable:

Waste Stream	Current (Tons p.a.)	12 Months Post Policy (Tons p.a.)	2 Years Post Policy (Tons p.a.)	5 Years Post Policy (Tons p.a.)
Contaminated Waste (FOGO)	90	68 (-25%)	54 (-40%)	45 (-50%)
Contaminated Waste (Recycling)	60	45 (-25%)	36 (-40%)	30 (-50%)
FOGO Recovery	1,700	1,955 (+15%)	2,125 (+25%)	2,295 (+35%)
Recyclables Recovery	1,500	1,650 (+10%)	1,800 (+20%)	1,950 (+30%)

Key Outcomes

- 50% reduction in contamination over five years, ensuring fewer loads are rejected and sent to landfill.
- 35% increase in FOGO recovery, meaning more organic waste will be composted.
- 30% increase in recyclables processed, improving resource recovery and reducing landfill dependency.
- Education and enforcement working together to ensure compliance and drive long-term behaviour change.

Linking the Draft Kerbside Collection Policy to the Zero Waste Strategy

The Draft Kerbside Collection Policy is a critical component of Snowy Valleys Council's Zero Waste Strategy 2024–2030, designed to reduce landfill waste by 70% and increase resource recovery to 80% by 2030.

The Draft Kerbside Collection Policy directly contributes to these goals by addressing contamination, improving community waste separation habits, and ensuring efficient resource recovery.

By implementing structured education and enforcement, SVC expect to reduce contamination, increase recycling efficiency, and significantly enhance composting efforts, making the Draft Kerbside Collection Policy a key driver of SVC's long-term sustainability goals.

These combined efforts aim to increase awareness and foster responsible waste behaviours, ensuring that residents understand the importance of correct bin usage and the broader environmental benefits of reducing contamination in recycling and FOGO streams.

Additionally, the Draft Kerbside Collection Policy ensures secure and accurate data collection (including video & pictures) on bin usage and contamination, which informs future education and service improvements.

By aligning with the Zero Waste Strategy, the Draft Kerbside Collection Policy aims to optimise kerbside services, reduce waste sent to landfill, and encourage sustainable waste practices within the community.

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

Theme 3 Our Environment

Community Strategic Plan Strategic Objectives

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

Delivery Program Principal Activities

3.5 Deliver best-practice waste management

FINANCIAL AND RESOURCES IMPLICATIONS:

The cost for the creation of this policy is included within the annual Waste Management operating budget.

The adoption of this policy and the associated costs will be covered by Council's annual fees and charges. Any additional charges or services (e.g. bin replacements) are outlined in Council's annual schedule of fees and charges.

The implementation of this policy **will not have any** impact on Council's operating expenditure and or any mandatory increases in ratepayer fees and charges for kerbside collection services.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The Draft Kerbside Collection Policy was developed in 2024 as part of the update to the Zero Waste Strategy 2024-2030 to address contamination in recycling and FOGO bins, improve bin management, and enhance community education. The development of the policy assessed the effectiveness of existing waste management practices, ensuring alignment with NSW EPA regulations and best-practice waste collection standards.

The policy complies with the following legislative requirements:

- *Waste Avoidance and Resource Recovery Act 2001* – Establishes the framework for sustainable waste management and resource recovery in NSW.
- *Plastics Reduction and Circular Economy Act 2021* – Supports waste reduction through circular economy principles and regulates the disposal of certain plastic materials.
- *Protection of the Environment Operations Act 1997* – Regulates environmental impacts of waste disposal, including contamination management and landfill diversion.

The Draft Kerbside Collection Policy introduces enhanced contamination enforcement measures, improved bin collection procedures, and greater emphasis on community education to ensure compliance with these legislative requirements and to support Council's waste diversion and sustainability targets.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	The policy ensures compliance with <i>Waste Avoidance and Resource Recovery Act 2001</i> , <i>Plastics Reduction and Circular Economy Act 2021</i> , and <i>Protection of the Environment Operations Act 1997</i> . Non-compliance could result in penalties.	Potential legal challenges if enforcement measures are not applied consistently. Costs associated with legal compliance and updates to regulations.	Compliance with state regulations, reducing liability risks and ensuring Council meets waste management obligations.
Environmental & Public Health	Proper waste sorting reduces contamination, supports resource recovery, and minimises landfill waste. Poor implementation could lead to increased pollution and public health concerns.	Additional investment in education programs and monitoring enforcement. Potential costs related to addressing contamination and improper waste disposal.	Reduction in greenhouse gas emissions, improved FOGO compost quality, and minimised environmental hazards associated with waste mismanagement.
Financial	Increased enforcement and education efforts may require additional operational funding. However, improved compliance can lead to cost savings in waste processing.	Initial investment in public education campaigns, technology for monitoring contamination, and enforcement resources.	Long-term cost savings through reduced landfill levies, lower contamination processing costs, and increased revenue from quality compost and recyclables.

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
People	Delaying adoption risks increased contamination, higher processing costs, missed waste diversion targets, and reduced community participation, impacting Council's ability to deliver efficient and effective waste services.	Time and resources required for community engagement, workshops, and educational materials.	Improved data collection and analysis for service enhancements, increased efficiency in tracking compliance, and better reporting on waste reduction outcomes.
Technology	Implementation of digital tools such as the SVC Waste App and automated monitoring could improve compliance tracking. Lack of proper technology integration may lead to inefficiencies.	Costs of upgrading or maintaining digital systems for monitoring contamination and educating residents.	Improved data collection and analysis for service enhancements, increased efficiency in tracking compliance, and better reporting on waste reduction outcomes.
Stakeholder	Effective communication with waste collection contractors, regulatory bodies, and community groups is critical. Poor engagement could result in service inefficiencies.	Costs of stakeholder meetings, ongoing consultation, and feedback collection.	Strengthened relationships with residents, businesses, and contractors, ensuring smoother implementation and higher acceptance of policy changes.
Service Delivery	More structured contamination management improves the efficiency of waste collection and processing. Delays in enforcement or public resistance may impact service effectiveness.	Potential increase in service requests for bin replacements, contamination disputes, and policy clarifications.	More efficient waste collection, reduced contamination rates, and streamlined service requests, leading to a higher standard of waste management.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Consultation:**

All relevant Snowy Valleys Council (SVC) staff were consulted during the development of this policy to ensure alignment with operational requirements, legislative compliance, and best-practice waste management. Input was sought from Managers, Officers, and Operational Teams to provide technical, financial, and process-related insights.

Additionally, SVC Councillors participated in a policy workshop on 6 February 2025, where they provided feedback on key aspects, including contamination management, community education strategies, and enforcement procedures. This consultation ensured that the policy reflects Council's strategic objectives and meets the needs of the community.

External Consultation:

As part of the policy review process, Valmar was consulted and actively participated in the policy workshop on 6 February 2025, alongside SVC Councillors. Their input provided valuable insights into service delivery challenges, community engagement strategies, and operational considerations. This collaboration ensured that the policy aligns with the needs of service providers and supports inclusive and effective waste management practices.

Public Exhibition of the Policy:

It is being recommended in this report that the Draft Kerbside Collection Policy SVC-ENG-PO-134-01 be placed on public exhibition for a period of no less than 28 days. During this time the community can make submissions to Council on the draft policy. If submissions are received a post exhibition report will be brought back to Council with recommendations on how the submissions received will be addressed.

If no submissions are received after the completion of the public exhibition period, then the Draft Policy is to be adopted by Council as the final policy.

ATTACHMENTS

1. Draft Kerbside Collection Policy - SVC-ENG-PO-134-01 (Under separate cover)

10.7. COUNCILLOR EXPENSES FOR THE SIX MONTH PERIOD ENDING 31 DECEMBER 2024

REPORT AUTHOR: COORDINATOR MANAGEMENT ACCOUNTING

RESPONSIBLE DIRECTOR: CHIEF FINANCIAL OFFICER

EXECUTIVE SUMMARY:

A six-monthly report on Councillor expenses is provided in accordance with Section 15 of Council's *Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy*.

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

Snowy Valleys Council adopted a current *Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy* on 17 October 2023 which included the following reporting requirements:

Section 15 Reporting:

15.1 Council will report on the provision of expenses and facilities to Councillors as required in the Act and Regulations.

15.2 Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total to all Councillors.

Resubmission - this report went to the February 2025 Council meeting and was deferred for further information.

REPORT:

Detailed below are Councillor related expenses totalling \$120,049 for the period 1 July 2024 to 31 December 2024. These Councillor expenses are slightly higher this period due to the changeover of Councillors, with Code of Conduct training.

Recipient	Details of Expenses	Amount \$
	1 July 2024 to 31 December 2024	
General Expenses		
Election Expenses	Code of Conduct Training	\$3,182
	Total	\$3,182
I Chaffey - Mayor		
Mayoral Allowance		\$7,592
Training and Development	CMA Meeting & Public Accounts Committee & National General Assembly	\$1,352
	Total	\$8,944
T Thomson		
Councillor Allowance		\$10,763
Superannuation		\$1,238
Training and Development	2024 ALGA National General Assembly	\$882
	Total	\$12,883
H Armour		
Councillor Allowance		\$3,719
	Total	\$3,719
J Ham - Mayor		
Mayoral & Councillor Allowance		\$18,141
Superannuation		\$2,086
Training and Development	LGNSW Conference	\$2,522
	Total	\$22,750
J Hayes		
Councillor Allowance		\$8,304
Superannuation		\$955
Training and Development	Regions Rising National Summit	\$2,170
	Total	\$11,429
S Hughes		
Councillors Allowance		\$3,719
Superannuation		\$428
Training and Development		\$200
	Total	\$4,347
M Ivill		
Councillor Allowance		\$3,719
Superannuation		\$428
	Total	\$4,147
M Ingles		
Councillor Allowance		\$4,585
Superannuation		\$527
	Total	\$5,112
A Wortes		
Councillor Allowance		\$4,585
Superannuation		\$527
Training and Development	LGNSW Conference	\$2,522
	Total	\$7,634
G Hardwick		
Councillor Allowance		\$4,585
Superannuation		\$527
Training and Development	LGNSW Conference	\$2,865
	Total	\$7,977
D Sheldon		
Councillor Allowance		\$4,585
Superannuation		\$527
Training and Development	Executive Certificate Elected Members	\$3,182
	Total	\$8,294

H Packard		
Councillor Allowance		\$4,585
Superannuation		\$527
	Total	\$5,112
J Larter		
Councillor Allowance		\$8,304
Superannuation		\$955
Training and Development	Regions Rising National Summit	\$2,519
	Total	\$11,778
B Livermore		
Councillor Allowance		\$2,741
	Total	\$2,741
	Total Expenses for period 1 July - 31 December 2024	\$120,049
	Total Annual Budget	\$263,500
	Available Remaining Budget	\$143,451

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

Delivery Program Principal Activities

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

FINANCIAL AND RESOURCES IMPLICATIONS:

Nil.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Nil.

OPTIONS:

N/A

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

ATTACHMENTS

Nil.

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

EXECUTIVE SUMMARY:

This report provides an overview of Council's cash and investment portfolio performance as at 28 February 2025.

RECOMMENDATION:**THAT COUNCIL:**

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

BACKGROUND:

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

REPORT:

This report provides analysis and commentary on investment performance metrics.

As at 28 February 2025, the following table provides a comprehensive snapshot of Council's cash, at-call Investments, and term deposits:

Combined Cash & Investments 28/02/2025						
Financial Institution	Current Month	Last Month	Movement	Type	Interest Rate%	Maturity Date
Commonwealth Bank	\$ 3,893,284	\$ 6,260,474	-\$ 2,367,190	W/Acct	4.35%	-
Commonwealth Bank	\$ 7,497,580	\$ 7,467,565	\$ 30,016	At Call (BOS)	4.40%	-
Commonwealth Bank	\$ 273	\$ 272	\$ 1	Gen-Roth	4.35%	-
Sub-total Cash Accounts	\$ 11,391,137	\$ 13,728,310	-\$ 2,337,173		4.30%	
Financial Institution	Current Month	Last Month	Movement	Lodgement Date	Interest Rate%	Maturity Date
National Australia Bank	\$ -	\$ 2,000,000	-\$ 2,000,000	26/11/2024	5.00%	26/02/2025
Suncorp	\$ -	\$ 2,000,000	-\$ 2,000,000	29/08/2024	4.99%	28/02/2025
Bank of Queensland	\$ 1,500,000	\$ 1,500,000	\$ -	2/07/2024	5.35%	3/03/2025
Bank of Queensland	\$ 1,026,153	\$ 1,026,153	\$ -	17/09/2024	5.05%	17/03/2025
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	28/06/2024	5.35%	28/03/2025
Suncorp	\$ 1,500,000	\$ 1,500,000	\$ -	2/10/2024	5.35%	2/04/2025
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	3/04/2024	5.07%	3/04/2025
Westpac	\$ 1,000,000	\$ 1,000,000	\$ -	3/04/2024	5.07%	3/04/2025
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	11/04/2024	5.13%	11/04/2025
ICBC Sydney Branch	\$ 1,500,000	\$ 1,500,000	\$ -	27/09/2024	5.01%	27/05/2025
Bank of Queensland	\$ 1,000,000	\$ 1,000,000	\$ -	28/11/2024	5.15%	28/05/2025
Bank of Queensland	\$ 1,000,000	\$ 1,000,000	\$ -	28/11/2024	5.15%	28/05/2025
Bank of Queensland	\$ 1,500,000	\$ 1,500,000	\$ -	18/12/2024	5.20%	18/06/2025
Bank of Queensland	\$ 1,500,000	\$ 1,500,000	\$ -	18/12/2024	5.20%	18/06/2025
Bank of Queensland	\$ 1,000,000	\$ 1,000,000	\$ -	18/12/2024	5.20%	18/06/2025
ICBC Sydney Branch	\$ 1,000,000	\$ 1,000,000	\$ -	15/01/2025	5.00%	15/07/2025
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	31/07/2024	5.30%	31/07/2025
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	29/08/2024	5.00%	29/08/2025
Australian Military Bank	\$ 1,500,000	\$ 1,500,000	\$ -	1/08/2023	5.35%	1/08/2025
National Australia Bank	\$ 2,000,000	\$ 2,000,000	\$ -	9/09/2024	4.95%	9/09/2025
AMP Bank	\$ 1,000,000	\$ 1,000,000	\$ -	18/12/2024	5.15%	18/09/2025
Westpac	\$ 2,000,000	\$ 2,000,000	\$ -	29/09/2023	5.21%	29/09/2025
ICBC Sydney Branch	\$ 1,000,000	\$ 1,000,000	\$ -	30/09/2024	4.92%	30/09/2025
Westpac	\$ 1,000,000	\$ 1,000,000	\$ -	3/04/2024	4.95%	15/10/2025
ICBC Sydney Branch	\$ 1,500,000	\$ 1,500,000	\$ -	31/10/2024	4.95%	31/10/2025
Australian Military Bank	\$ 1,000,000	\$ 1,000,000	\$ -	2/12/2024	5.05%	2/12/2025
Suncorp	\$ 2,000,000	\$ 2,000,000	\$ -	22/12/2023	4.93%	22/12/2025
ICBC Sydney Branch	\$ 2,000,000	\$ 2,000,000	\$ -	15/01/2025	5.01%	15/01/2026
Suncorp	\$ 1,000,000	\$ 1,000,000	\$ -	20/01/2025	4.96%	20/01/2026
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	29/01/2025	4.90%	29/01/2026
ICBC Sydney Branch	\$ 1,500,000	\$ 1,500,000	\$ -	30/01/2025	4.85%	30/01/2026
Westpac	\$ 2,000,000	\$ -	\$ 2,000,000	10/02/2025	4.75%	10/02/2026
ICBC Sydney Branch	\$ 2,000,000	\$ -	\$ 2,000,000	10/02/2025	4.84%	10/02/2026
Westpac	\$ 2,000,000	\$ -	\$ 2,000,000	26/02/2025	4.67%	6/03/2026
Sub-total Term Deposits	\$ 45,026,153	\$ 43,026,153	\$ 2,000,000		5.05%	
Total Cash & Investments	\$ 56,417,290	\$ 56,754,463	-\$ 337,173		4.90%	

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

Compliant	Issuer	Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	Commonwealth Bank	AA-	\$ 11,391,137	20.19%	30%	\$ 5,534,050
✓	ANZ (Suncorp)	AA-	\$ 4,500,000	7.98%	30%	\$ 12,425,187
✓	NAB	AA-	\$ 6,000,000	10.64%	30%	\$ 10,925,187
✓	Westpac	AA-	\$ 12,000,000	21.27%	30%	\$ 4,925,187
✓	ICBC	A	\$ 10,500,000	18.61%	20%	\$ 783,458
✓	BOQ	A-	\$ 8,526,153	15.11%	20%	\$ 2,757,305
✓	Aus Military Bank	BBB+	\$ 2,500,000	4.43%	15%	\$ 5,962,594
✓	AMP	BBB+	\$ 1,000,000	1.77%	15%	\$ 5,962,594
			\$ 56,417,290	79.81%		

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

Currently, the portfolio remains highly liquid with 44.17% of deposits maturing within 90 days and an additional 52.29% maturing within 12 months.

Compliant	Horizon	Invested (\$)	Invested (%)	Min. Limit (%)	Max. Limit (%)	Available (\$)
✓	0-90 days	\$ 24,917,290	44.17%	10%	100%	\$ 31,500,000
✓	91 - 365 days	\$ 29,500,000	52.29%	0%	100%	\$ 26,917,290
✓	1 - 2 years	\$ 2,000,000	3.54%	0%	70%	\$ 37,492,103
✓	2 - 5 years	\$ -	0.00%	0%	50%	\$ 28,208,645
✓	5 - 10 years	\$ -	0.00%	0%	25%	\$ 14,104,323
		\$ 56,417,290	100.00%			

As part of our ongoing strategy review, Council evaluates reinvestment opportunities with longer-term horizons of 12-24 months.

The recent decline in interest rates is anticipated to exert downward pressure on term deposit rates, potentially reducing the returns available on fixed-term deposits. Council will maintain vigilance in monitoring the change in term deposit rates and exercise prudent consideration in selecting investment terms to optimize returns.

Following the Reserve Bank of Australia's decision to lower interest rates, a corresponding decline in term deposit rates has been observed. As Council's portfolio of term deposits mature, it is likely that the interest rates at which the funds are reinvested will also lower, the extent to which the Reserve Bank of Australia eases monetary policy will be the determining factor. As a general indicator, a 0.25% reduction in interest rates across the investment portfolio would result in an annual decrease in interest income of approximately \$113K per annum.

It is hereby certified that the above investments have been made in accordance with section 625 of the *Local Government Act 1993* and the regulations thereunder, and in accordance with Snowy Valleys Council's *Investment Policy*. Cash and Investments decreased \$337K in February 2025.

Major cash receipts received during February 2025 included:

- Transport for NSW - Road Maintenance Council Contracts (RMCC) - \$1.4M
- Office of Local Government - Financial Assistance Grant - Quarter 3 - \$305K

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

- 2024-2025 Road Reseal Program - \$954K
- Road Maintenance Council Contract (RMCC) - \$534K
- Disaster Recovery Funding Arrangements (DFRA) - Walteela Road Bridge - \$234K

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

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

Compliant	Credit Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	AA Category	\$ 33,891,137	60.07%	100%	\$ 22,526,153
✓	A Category	\$ 19,026,153	33.72%	60%	\$ 14,824,221
✓	BBB Category	\$ 3,500,000	6.20%	60%	\$ 13,425,187
✓	Unrated ADIs	\$ -	0.00%	15%	
		\$ 56,417,290	100.00%		

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

Delivery Program Principal Activities

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

FINANCIAL AND RESOURCES IMPLICATIONS:

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

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

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

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

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

OPTIONS:

Nil.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

ATTACHMENTS

Nil.

11. MANAGEMENT REPORTS

11.1. MULTIPURPOSE AND EVACUATION CENTRE PROJECT - UPDATE - MARCH 2025

REPORT AUTHOR: MAJOR PROJECTS - PROJECT MANAGER

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

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

The outcomes of this project will be:

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

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

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

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

Cr Packard/Cr Wortes

CARRIED UNANIMOUSLY

The contract requires Facility Design Group to:

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

The time schedule for the project is as follows:

Detailed Design

Detailed Design tender closed 25 October 2024

Council meeting determination on 21 November 2024

Engagement and kick off meeting 27 November 2024

Phase 1 – Investigations, stakeholder consultation, design development of the current concept (27/11/24 to 14/1/25)

Phase 2 – DA Documentation (15/1/25 to 28/2/25)

Phase 3 – Planning Approvals (3/3/25 to 17/4/25)

Phase 4 – CC and Construction Tender Documentation (3/3/25 to 25/4/25). Note that this is to be undertaken concurrently whilst planning approvals are being sought.

Construction

Release Request for Tender to market on 30 April 2025

Construction Tender closes on 28 May 2025

Council meeting determination on 19 June 2025

Engagement and site possession 25 June 2025

Construction period 12 months to 25 June 2026

Handover and grant acquittal by SVC before 30 June 2026

Facility Design Group had completed Phase1 of the project, including investigations, consultation, and design development.

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

11.2. SNOWY VALLEYS MULTIPURPOSE AND EVACUATION CENTRE PROJECT - CONCEPT DESIGN

M32/25 RESOLVED:

THAT COUNCIL:

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

Cr Hayes/Cr Packard

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

Against: Cr Sheldon

CARRIED

6/1

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

REPORT:

The program and progress are indicated below in visual form:



Phase 2 – Development Application (DA) Documentation

Facility Design Group and their sub-consultant team have now completed this task with the submission of the DA through the NSW Planning Portal on 6 March 2025.

The Development Application package from all relevant disciplines included the following documents:

- Architectural (coversheet, site plan, demolition plan, gross floor area, shadow diagrams, floor plan, roof plan, reflected ceiling plan, sections, elevations, colour board, and perspectives)

- Civil (coversheet and index, notes, layout plan, drainage longitudinal sections, and details)
- Stormwater Management Plan
- Hydraulic (floor plan drainage services, and roof plan drainage services)
- Landscape (coversheet, landscape plan, planting plan, sections, and details)
- Statement of Compliance - Access for people with a Disability
- Development Application Stage plan review under the Building Code of Australia 2022 (Volume 1)
- Energy Efficiency Evaluation Section J of NCC2022
- Environmentally Sustainable Design (ESD) Report
- Traffic and Parking Assessment Report
- Noise Impact Assessment
- Statement of Environmental Effects
- Waste Management Plan
- Quantity Surveyors Report
- Land Survey
- Geotechnical Reports
- Structural (coversheet and index, general notes, ground floor slab and footing plan, footing and slab details, and roof framing plan) (Not required for DA)
- Mechanical (HVAC Equipment Schedules, coversheet, specification, and air-conditioning and ventilation layouts) (Not required for DA)

The applicant for the DA is Snowy Valleys Council. Council will undertake an assessment of the application via an independent planning consultant and will report the application to the Southern Regional Planning Panel (SRPP) for consideration and determination. Council is the consent authority for this project and the SRPP is the determining authority given that it is regionally significant.

The application and associated documentation listed above are available for public perusal on the NSW Planning Portal.

The community will be advised of upcoming opportunities to be engaged and involved via the separate processes conducted by Council's Growth & Development Team and the SRPP. It is noted that the DA will be publicly exhibited for 28 days, allowing the public to review the plans and make submissions. Further, the SRPP will hold a public meeting, offering another opportunity for community input before a final decision is made.

Note that Facility Design Group provided some key changes to its drawings following the community feedback received through the presentation of the concept design, including:

- Lowering the whole footprint by approx. 400mm. This allowed the building to sink into the landscape for improved visual amenity benefits, and to lower the grade of the driveway access so it improves pedestrian accessibility from the street.
- Provided roller door access to the front of the courts facing the carpark, near the storerooms. This will assist with the delivery of supplies during emergency situations when pallets of water and food can be stored inside the facility via a pallet jack.
- Installation of battery storage and increased the solar arrays. This takes advantage of the fact that most of the energy use will be at night and daytime energy use will be minimal, and ensures the ongoing costs are minimized.
- Provided sufficient space for emergency vehicles to park and access building near the front entrance.

- Provided a pergola over an area at the front entrance as additional cover to keep people dry for drop off/pick up
- Provided maximum clear vision from control counter onto courts.
- Changed the storage room size and their access to make them more user friendly.
- Greater access has been provided around the facility. This allows space for necessary retaining wall footings and stormwater drainage. This provides the opportunity to plant new screen trees above the retaining wall which are evergreen and low maintenance plantings.
- Landscaping has been designed to create a larger area for planting a mix of shrubs and advanced trees that will grow taller than the existing street trees.
- A swale drain and underground drainage systems have been provided to control stormwater runoff.

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

A draft site-specific Plan of Management (PoM) was prepared and sent to the Crown Lands and Public Spaces Team in Sydney for approval to place on public exhibition. Approval was granted to Council in writing on 28 February 2025. The draft PoM is now on public exhibition as of 6 March 2025 and submissions can be lodged from the community over a 42-day period. A summary report of submissions after the public exhibition of draft PoM, and a table outlining any amendments to the draft PoM, will then be reviewed by Crown Lands who will determine if the PoM meets the Minister's consent requirements for Council to adopt the PoM. Advertising for this process is currently underway. The process is being held concurrently as the development is being assessed and determined, and submissions close on 16 April 2025.

Probity Advisor Services

Following a Request for Quotation process, Council recently engaged Procure Group Pty Ltd to assist with the provision of specialist probity advice and preparation of a probity plan for the current DA phase and tender phases of the project.

The brief includes but is not limited to:

- Advise on how confidentially, conflicts of interest and pecuniary interests are to be managed at each of the milestone's stages – particularly with staff – the elected representatives (Councillors), consultants and community stakeholders.
- Identify in the Probity Plan how Council Staff, Councillors (Elected representatives) must act ethically, and in accordance with the Local Government Act and the Snowy Valleys Councils – Staff and Councillor Code of Conduct.
- Provide advice in the Probity Plan around the Development Application process for this project and how Staff – Elected Representatives of Council and key stakeholders are to conduct themselves both before, during and after the Development Application and assessment process is completed
- Provide advice in the Probity Plan that ensures that Council staff – the Elected Representatives (Councillors) and key stakeholders understand their role and how to conduct themselves during the development application process to ensure there is not conflict of interest, undue influence on the Development Application process and or the assessing body (Independent Planner) engaged by Council and or the final determination authority for the Development Application which is the Southern Regional Planning Panel.
- Provide advice in the Probity Plan that ensures that Council staff – the Elected Representatives (Councillors) and key stakeholders must not make improper use of their position.
- Provide advice in the Probity Plan around how Council staff – the Elected Representatives (Councillors) and key stakeholders can and should avoid placing themselves in a position where there is the potential for claims of bias.

- Provide advice in the Probity Plan around how Council staff – the Elected Representatives (Councillors) and key stakeholders must not accept hospitality, gifts or benefits from any potential suppliers or stakeholders.
- Provide advice in the Probity Plan around how Council staff – the Elected Representatives (Councillors) and key stakeholders must not seek to benefit from supplier practices that may be dishonest, unethical or unsafe, which may include tax avoidance, fraud, corruption, exploitation, unmanaged conflicts of interest and modern slavery practices.

Quantity Surveying Services

Following a Request for Quotation process, Council will be engaging a suitably qualified Quantity Surveyor to prepare and review detailed cost plans for the project.

The Quantity Surveyor will be engaged by Snowy Valleys Council and will report directly to the Major Projects - Project Manager. The successful Quantity Surveyor will be required to work collaboratively with all other consultants appointed to the project including the Head Design Services Consultant (Facility Design Group and their nominated sub consultant team).

Generally, the Quantity Surveyor is required to prepare and review detailed cost plans for the following milestone stages of the Project which are:

1. Detail Design Development
2. Development Application and Statutory Approvals
3. Documentation for Tender / Construction Stage – including detail costings at 50% - 75% - 100% documentation and then a final pretender estimate and priced Bill of Quantities.

These services are to include the following activities:

- Actively manage and advise on Total Project Cost throughout each stage of the project;
- Prepare and update detailed cost plans during each of the project milestone stages;
- Actively prepare, consult with the project team and participate in value management exercises and workshops as required;
- Actively contribute and provide cost advice at consultant team meetings;
- Work closely with the Head Design Consultant and other consultants to allow appropriate costs for specialist items, such as plant & equipment, etc;
- Provide a detailed cost Report and Value Management advice back to Snowy Valleys Council on what the consultants have produced at each milestone stage in the documentation as well as identify any anomalies or coordination issues with the consultant's documentation;
- The consultancy engagement requires the Quantity Surveyor to review and undertake value management appraisals of the design of the Multi-Purpose Centre at each of these milestone stages identifying potential costs savings for the project;
- Assist the Major Projects - Project Manager in managing the project contingency, advising on applicable allowances throughout each stage of the project;
- Actively advise the Major Projects - Project Manager and Head Design Consultant on cost risks throughout design and construction;
- Preparation of a detailed bill of quantities;
- Preparation of other cost-related items required for tender schedules;
- Assist in assessing tender submissions for construction from a cost perspective; and
- Cost management and advice through the construction phase – hourly basis.

All estimates, cost plans, budgets and the like prepared by the Quantity Surveyor are to represent Total Project Cost, inclusive of construction costs, professional fees, authority costs, contingencies and other

costs. The Quantity Surveyor will work closely with the Major Projects - Project Manager and Head Design Consultant to establish these costs.

Other Information and upcoming activities

Facility Design Group will now be developing the project through to Phase 4 where the outcome will be a project which is accurately defined, costed, programmed, risk assessed and evaluated as an ongoing asset to Council. The project will be detailed and developed for inclusion into a formal Tender Document and progression through Phase 5 Construction.

A business plan for the facility will be prepared in consultation with the User Groups and key stakeholder input. This will be undertaken and presented to Council before the project goes to tender. It is premature to assume what the costs to run the Facility are until a full cost plan is prepared accompanied by a detailed specification which won't be fully known until the Development Application process is completed and the project is approved.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 1 - Our Community

Theme 4 - Our Infrastructure

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

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

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

Delivery Program Principal Activities

1.2 Provide and maintain community spaces that encourage activity and wellbeing

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

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

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

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

FINANCIAL AND RESOURCES IMPLICATIONS:

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

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Nil

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

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

A revised project schedule was prepared and presented to the Funding Deed Project Control Group specific for the project at Richmond Park. The existing funding agreement needs to be updated, and this has been requested via a variation submitted with the September 2024 report, regarding the project timeframe. The end date for the project completion is currently June 2025, which would need to be extended to June 2026 to deliver the project through to completion.

At the Project Control Group Meeting held 20 January 2025, the Grant Program Manager noted that the project had been through a viability review, the panel determined that this project is still viable with the time extension. The Grant Program Steering Group supported the extension of time. Indications are that additional time will be supported through to June 2026. However, the BLERF program is co-funded by the NSW and Australian Governments and must be endorsed by the National Emergency Management Agency. The State has written to the Minister for Emergency Services to request her support and assistance in granting the time extension needed.

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

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

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

ATTACHMENTS

Nil.

11.2. HUMELINK PROJECT UPDATE NUMBER 2 - 20 MARCH 2025

REPORT AUTHOR: INTERFACE MANAGER - HUMELINK

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS

EXECUTIVE SUMMARY:

The purpose of this report is to update Council on the *HumeLink* Project, and the activities undertaken by the Interface Manager whose responsibility is to oversee all coordination activities between Snowy Valleys Council and the project's joint venture partners in relation to the delivery of the project that is being delivered by an international consortium headed by Transgrid.

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

On 29 May 2024, Snowy Valleys Council and Transgrid entered into a mutually beneficial partnership to create an Interface Manager position for the HumeLink Project. Council, in its approach to Transgrid, identified that to enable the efficient delivery of the HumeLink Project across multiple sites within the Snowy Valleys Local Government Area (LGA) a dedicated staff resource at Council would be required.

Council and Transgrid executed an agreement on 29 May 2024 whereby this position (HumeLink Interface Manager) would be 100% funded by Transgrid, with joint agreement on the selection and recruitment process for the position which would be on a 12-month trial with options to extend the role if mutually agreed to by both parties.

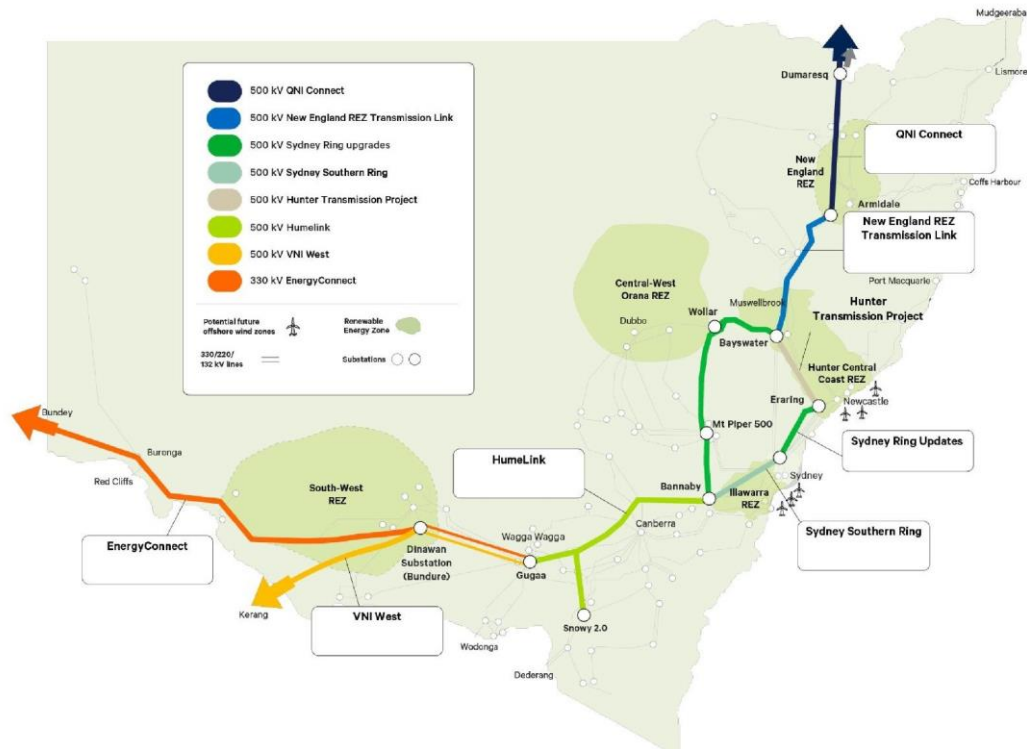
Further background on the Interface Manager position can be found in the [HumeLink Project Update Number 1 - 12 December 2024 Report M301/24](#).

This is the second update report to Council from the HumeLink Interface Manager on the activities that have been undertaken between Council and the HumeLink joint venture partners HumeLink East (Acciona and GenusPlus Group Ltd JV) and HumeLink West (UGL and CPB Contractors JV).

REPORT:

HumeLink is a new 500kV transmission line which will connect Wagga Wagga, Bannaby and Maragle, totalling around 360km of transmission lines. The project traverses six Local Government Areas including Wagga Wagga City, Cootamundra, Gundagai Regional, Snowy Valleys, Yass Valley, Upper Lachlan Shire and Goulburn-Mulwaree. Transgrid are the overarching organisation responsible for the delivery of the HumeLink project.

HumeLink will have a direct interface with the Snowy 2.0 – Transmission Connection project at the future Maragle 500 kV substation and with Project EnergyConnect (NSW – Eastern Section) at the existing Wagga 330 kV substation. Both of these projects have received planning approval by the NSW and Commonwealth Governments. See Map 1 for an overview of Transgrid's Major Projects.



Map 1 - Transgrid Major Projects

The HumeLink project will be delivered by two joint venture partners with strong experience in infrastructure projects in regional NSW. The two joint ventures (JV) will each deliver a section of the route:

- HumeLink East: Acciona and GenusPlus Group Ltd (JV); and
- HumeLink West: UGL and CPB Contractors (JV).

The two JV organisations report directly to Transgrid for all delivery works.



Map 2 - HumeLink Transmission Lines

The Snowy Valleys LGA is the interface (junction) point for the HumeLink West and HumeLink East transmission lines and has interactions with both East and West project teams. The yellow line on Map 2 indicates the West project and the blue line on Map 2 indicates the East project.

Snowy Valleys Council has 170km of transmission lines in the LGA and will have approximately 330 towers across 58 properties in the Snowy Valleys LGA.

Transgrid received NSW State Government approval for the HumeLink project on 14 November 2024 by the NSW Minister for Planning and Public Spaces.

On 18 December 2024, HumeLink reached its final major planning milestone and received Commonwealth Government approval. A final decision was made by Transgrid's Board and allowed their Enabling Works to begin. The Enabling Works phase includes road and property condition surveys, construction of laydown areas, accommodation facilities and access tracks which includes implementing traffic management and controls.

Project Update - Interface Manager Activities

The HumeLink Interface Manager has been the primary contact point between Snowy Valleys Council and Transgrid, and the Joint Venture partners from HumeLink East (Acciona and GenusPlus Group Ltd JV) and HumeLink West (UGL and CPB Contractors JV) for the delivery of the project.

The primary work that has been undertaken during the last quarter, December 2024 to end February 2025 is the facilitation of the following activities which are summarised in Table 1 and explained in more detail in this section of the report.

Table 1 – Summary of Interface Manager Activities - December 2024 to end February 2025

Activity	Number	Time Frame Undertaken
Responding to Requests for Information (RFIs)		
179 x RFIs responded to:		
Hume Link West	106 RFIs	Dec 2024 to Feb 2025
Hume Link East	47 RFIs	Dec 2024 to Feb 2025
Transgrid	26 RFIs	Dec 2024 to Feb 2025
Review of Management Plans		
Various Management Plans submitted to SVC	12 x Management Plans reviewed 5 x HumeLink East 7 x HumeLink West	Dec 2024 and Jan 2025
Assessment of Vehicle Movement Plans		
Hume Link West	51 x Roads in SVC LGA – 175Km of Council-owned Roads will be used to deliver this project (40 Council roads) Establish notification system using Live Traffic input by Council staff	Dec 2024 to Feb 2025
Hume Link East	20 x Roads in SVC LGA – 100Km of Council-owned Roads will be used to deliver this project (12 Council roads). Establish notification system using Live Traffic input by Council staff.	Dec 2024 to Feb 2025
Road Condition and Maintenance Requirements		

Activity	Number	Time Frame Undertaken
Hume Link West	1 x Draft Defect Condition and Repair Procedure	Feb 2025
Hume Link East	1 x Draft Defect Condition and Repair Procedure	Feb 2025
Dilapidation Reports – Road Infrastructure		
Hume Link West	Updated report yet to be received	Feb 2025
Hume Link East	Report yet to be received	Feb 2025
Section 138 Applications - Engineering Construction Certificate Review		
HumeLink West	11 Applications approved by SVC 6 in progress - pending concurrence from TfNSW 2 points to be resubmitted 7 remaining pending landowners consent Invoice issued for 18 remaining S138 permits - paid by HumeLink West	Dec 2024 to Feb 2025
HumeLink East	8 Applications approved by SVC 3 in progress - pending concurrence from TfNSW 2 remaining pending landowners consent Invoice issued for 13 remaining S138 permits - paid by HumeLink East	Dec 2024 to Feb 2025
Section 45 Notices		
Pursuant to section 45 of the <i>Electricity Supply Act 1995</i> , Transgrid provided formal notification of Transgrid's intention to enter upon and occupy Land to carry out Electricity Work. No new notices have been issued.	7 x Water Course Crossing lots 2 x Crown Land lots 65 x Forestry Land lots 4 x Paper Road lots Council is mapping these points to monitor impacts.	Feb 2025
Easement Access Requests - Transgrid Property Team		
Council is consulting with Transgrid on temporary easement access to land which Council has a minor interest. No new requests have been issued.	6 x requests received	Aug to Nov 2024
Water Usage Agreement		
Council has negotiated and executed a water supply agreement with HumeLink West. Council proposed an agreement with HumeLink East - in draft.	1 x new water standpipe installed in Adelong 1 x new water standpipe installed in Batlow 2 x new water standpipe to be installed in Batlow and Tumbarumba in March.	Feb 2025

Activity	Number	Time Frame Undertaken
Waste Agreement		
Council has begun discussions on waste arrangements for the HumeLink West accommodation camp - particularly FOGO and recycling. Council has begun discussions on project related waste with HumeLink East & HumeLink West.	1 x proposal for waste collection for HumeLink West 1 x site visit with HumeLink west to Gilmore processing facility	Feb 2025

- **Responding to Requests for Information**

Council has received a variety of enquires relating to a range of topics from Transgrid, HumeLink West JV and HumeLink East JV which have been responded to and actioned.

Since December 2024 there have been 179 separate requests relating to the topics detailed in this report, HumeLink East JV are around 25% of these with the majority relating to HumeLink West JV.

Each request has been responded to and actioned with multiple rounds of correspondence required in most cases. These requests are in relation to a range of matters which are described in more detail in the following sections of the report.

Council's Interface Manager has facilitated 22 external meetings since commencing the role, between HumeLink East JV, HumeLink West JV and Council staff in relation to the project and attended 10 community consultation sessions led by the project.

A key component of the Interface Manager position is to also provide regular updates to Council on the progress of the HumeLink project.

- **Review of HumeLink East & HumeLink West draft management plans**

Council's Interface Manager has reviewed the following plans:

HumeLink East:

- Waste Management Plan
- Local Business Employment Strategy
- Soil & Water Management Plan
- Traffic & Transport Management Plan
- Out of Hours Protocol

HumeLink West:

- Waste Management Plan
- Soil & Water Management Plan
- Construction Noise and Vibration Management Plan
- Out of Hours Protocol
- Accommodation Camp Management Plan
- Traffic & Transport Management Plan
- Local Business Employment Strategy

This includes the consultation with, and assessment alongside, Council's staff and stakeholders in the various teams associated with each management plan. Feedback is then collated and sent back to HumeLink JV teams for further review and action.

Council is currently reviewing the HumeLink West Social Impact Management Plan (SIMP) and awaiting the HumeLink East Social Impact Management Plan (SIMP).

- **Road Condition & Maintenance Requirements**

Council has placed traffic counters out on roads that will be used by the HumeLink project partners to determine baseline data on current usage levels and to enable accurate comparison data to be compiled over the life of the project in relation to vehicle movements and types of vehicle movements (Heavy and Light vehicles). Council has currently completed 70% of the road counts and has a batch of counters currently out on the roads.

Council is currently discussing road condition and maintenance requirements on affected roads with HumeLink partners to ensure that inspections and maintenance is undertaken throughout project delivery and roads are safe for the community. Council has prepared and issued a Standard Road Maintenance Agreement that if accepted, obligates the HumeLink East & West Joint Venture Partners to pay Council a monthly maintenance fee to keep the roads in a condition that is equal to the pre-commencement works condition. The Roads Maintenance Agreement has been issued in draft to both HumeLink East & West Joint Venture Partners for comment but this approach has not been supported by the project partners to date.

Council's previous Interim General Manager met with Transgrid on Thursday, 13 February to discuss the benefits of a Road Maintenance Agreement. Council's current Acting General Manager, Mayor and Deputy Mayor also met with Transgrid in February to discuss this approach and advocate on behalf of Council.

Council has since developed a draft Defect Condition and Repair Procedure (Reactive Maintenance Process) to enable the project partners to negotiate responsibility and funding of repairs needed due to damage caused by heavy vehicle traffic generated by the project on Councils roads. This approach is being considered by Council and the JV partners and development of this process will continue in lieu of a standardised Road maintenance agreement not being agreed to.

Road Maintenance Options

Option 1.

Enter into a **Standard Road Maintenance Agreement** with Council (Cyclical Maintenance of Councils Roads - undertaken by Council):

Advantages	Disadvantages
Costs for road maintenance are known and capped over the life of the project.	Transgrid pays a monthly fee to Council – increased project costs.
Road maintenance responsibility sits solely with Council.	
The agreement covers the whole network of roads in each of the Joint venture partner areas e.g. East (12 x Roads - one agreement for these roads) and West (39 x Roads - one agreement for these roads) and is not a piece meal or ad-hoc agreement – e.g. road by road.	
Council responds directly to all maintenance – repair works and hazard removal on the identified roads – in accordance with the time frames established in the agreement - no direct involvement or management responsibility required by Transgrid.	
Transgrid are indemnified at the end of the project that no further claims about road maintenance or repairs will be submitted by Council on the identified roads.	
Council does all Customer and Community engagement and responses to complainants in relation to the identified roads – Transgrid just refers them to Council.	

Advantages	Disadvantages
The identified roads are returned to Council at the end of the project in the same condition they were in at the start – the responsibility of which rests with Council.	

Option 2.

Reactive Road Maintenance Agreement with Council. (Ad-hoc maintenance of Councils Roads - undertaken by a variety of parties)

Council enters into an MOU with the Joint Venture Partners (HumeLink East and West) whereby reactive maintenance is undertaken on the road network on a case-by-case (Road by Road) basis. This approach is based on a framework around:

1. How road defects are identified – classified and are agreed to on each road
2. How responsibility between parties is established to do road repairs on each road - apportionment of responsibility
3. How the road repairs are agreed to be paid for on a proportionate basis i.e. 20% - 50% 100% responsibility for costs – each road
4. Response times need to be established to meet community / road user expectations. (E.g. **Category 5 Defect** - Will be **made safe** no later than **2 working days** after allocation of defect to a work crew (Council or Contractors engaged by JV partners). Defect may then be re-categorised as Cat 4 or 3.
5. Resourcing requirements from Council under a reactive maintenance agreement needs to be considered.
6. End of project responsibilities for outstanding works or works in dispute – dispute resolution may carry on well after project completion.

Advantages	Disadvantages
Costs for reactive road maintenance may be less during the life of the project.	Reactive Road maintenance costs are unknown. Responsibility for these costs (recovery or compensation) may be required at the end of the project. No cost indemnity from Council with the JV partners – like a road maintenance agreement would provide.
	Reactive Road maintenance responsibility is unclear when damage occurs and disputes over who is responsible and the proportion of responsibility will always exist throughout the life of the project. Increased cost to Council as Council may not regain the full cost of the repairs caused by the traffic generated by the Project.
	With reactive road maintenance, it's unclear who actually does the road maintenance works – Council or road contractors engaged by JV partners. Issues with management of the works – quality of repairs – access to road reserves – gaining approvals required by Council as the Road authority will contribute to delays and possible disputes over repairs.
	Joint Venture partners will need to take on shared responsibility for all Customer and Community engagement and responses to complainants about roads.
	Under a reactive road maintenance approach there is no guarantee that the roads will be returned to Council at the end of the project in the same condition they were in at the start. Joint Venture Partners potentially in breach of the conditions of the projects statutory approvals for road maintenance.

- **Dilapidation Reports & Road Infrastructure**

HumeLink East & West have undertaken road dilapidation surveys across all roads that will be used for the project. At this stage Council is awaiting to be issued the reports from the survey work.

- **Section 138 Applications - Engineering Construction Certificate Review**

Access tracks will be built for all of the HumeLink Towers, which require a Construction Certificate.

Council will assess all Section 138 applications as they are submitted and will provide feedback to HumeLink East & West JV Teams.

The HumeLink West project has, to date, submitted 20 applications to Council, 11 have been processed and approved, 6 are in progress pending concurrence from TfNSW and 2 points are to be resubmitted. 7 of the remaining applications are also pending landowner consent.

The HumeLink East project has submitted 13 applications to Council, 8 have been processed and approved, 3 are in progress pending concurrence from TfNSW and 2 of the remaining applications are pending landowner consent. All S138 applications have been paid for by HumeLink West & HumeLink East as per Council's fees and charges.

Council is also facilitating the discussions with Transport for New South Wales (TfNSW) who will provide approvals on State Roads, Council has been supportive and assisting in the negotiations to receive concurrence from this agency and provide their feedback to both HumeLink East & HumeLink West.

- **Establishment of Waste Arrangements**

Council is currently in discussions with HumeLink West and HumeLink East to understand the waste requirements for the project delivery. Council will be seeking to benefit from the utilisation of waste generated to assist in the current FOGO and recycling process at the Gilmore Composting Facility.

Council is also investigating the possibility of waste collection at the HumeLink West accommodation camp.

Council hosted representatives from HumeLink West to undertake a tour of the Gilmore Waste Facility on Wednesday, 26 February 2025, to understand our sustainability objectives, commitment to environmental stewardship and vision for a circular economy.



Image 1 - Visit to Gilmore Composting Facility

- **Community Investment Proposals**

Council is in continued discussions and have been working to obtain more information from HumeLink partners regarding community funding for local projects. The process for community funding is being established between Transgrid and HumeLink, and further engagement with Council and the Community has been undertaken.

Council has proposed relevant legacy projects for the Local Government Area and has given advice to HumeLink partners on Community Groups and initiatives to be considered. At this stage a final list of proposed projects has not been provided to Council from either HumeLink JV partner.

- **Establishment of Water Usage Agreement**

Council has successfully negotiated a Water Usage agreement with HumeLink West JV to purchase water from Council for the purposes of the project. To successfully access the water supply, HumeLink West JV will pay for the design, construction and installation of all water connection infrastructure that is required.

Council is undertaking all procurement, design, construction, installation and commissioning activities of the water connection infrastructure. Council will then maintain ownership of all of the water connection infrastructure once it has been installed.

The three (3) site locations that have been nominated and agreed to are:

1. Adelong Raw Water Fill Station at Todds Road – Adelong
2. Batlow Raw and Potable Fill Station at Memorial Avenue – Batlow
3. Tumbarumba Water Fill Station at McMeekan Street – Tumbarumba

Works have been progressing successfully during February and are almost complete at Adelong and well advanced in Batlow. It is expected the full scope of works on all sites will be completed by the end of March.



Image 2 - New Batlow Potable Water filling station installed at Memorial Avenue – Batlow - February 2025



Image 3 - New Adelong Pipe Work for raw water filling station at - Todds Road - Adelong - completed February 2025

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 2 - Our Economy

Theme 3 - Our Environment

Theme 4 - Our Infrastructure

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

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

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

Delivery Program Principal Activities

2.4 Attract and support local business and industry

3.4 Partner with other agencies to protect our natural spaces and environment

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

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

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

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

FINANCIAL AND RESOURCES IMPLICATIONS:

The Interface Manager position has been specifically created in response to the increasing amount of Council staff time and resources that were being requested by Transgrid for the delivery of the HumeLink project. The creation of the position is mutually beneficial to both Council and Transgrid through the time, cost and communication efficiencies it brings to both parties during the implementation phase of the project.

The role is 100% funded by Transgrid and is for an initial 12 month period, ending August 2025.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Council has no statutory authority in this process as the project is classified as Critical State Significant Infrastructure.

The HumeLink project is assessed by the NSW Department of Planning and Environment (DPE) under Part 5, Division 5.2 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). The project has also been declared a "controlled action" under the *Commonwealth Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) and will be assessed by the Commonwealth Department of Climate Change, Energy, the Environment and Water (DCCEEW) under the assessment bilateral agreement, which accredits certain NSW processes to reduce assessment duplication by the Commonwealth Government. The approval authorities are the NSW Minister for Planning and the Commonwealth Minister for Environment and Water.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Environmental & Public Health	Transgrid has prepared the Environmental Impact Statement (EIS) in accordance with the Planning Secretary's Environmental Assessment Requirements (SEARs), the Supplementary SEARs, the requirements of the EP&A Act and EPBC Act, the Environmental Planning and Assessment Regulation 2021, and the State Significant Infrastructure Guidelines. Transgrid further submitted the Amendment Report in response to the	This assessment is undertaken by Transgrid	This assessment is undertaken by Transgrid.

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
	submissions raised during the public exhibition of the EIS.		
Financial	The Interface Manager role is 100% funded by Transgrid. The HumeLink project is a \$4.8 billion investment.	Nil cost to Council.	Externally funded position enables a dedicated resource to Council.
People	The HumeLink project requires Council staff resources and time.	Potential reduction in services as staff resources are required for the HumeLink project tasks.	The Interface Manager provides a dedicated resource to take pressure off staff and manage the workload created by the HumeLink project.
Technology	The HumeLink project is classified as a state significant infrastructure and required to provide power to the National Electricity Market (NEM).	Transmission lines installed across the project footprint.	Reliable and sustainable renewable energy for the NEM.
Stakeholder	The Snowy Valleys Community and landholders and Council are key stakeholders in the HumeLink project.	Community concerns regarding the impacts of the project.	Potential for Community Investment funding or Community Grants. Employment opportunities for local businesses and subcontractors to supply product and services to the project.
Service Delivery	The Interface Manager role has been established to enable the delivery of services between Snowy Valleys Council and HumeLink.	Council has a statutory responsibility to facilitate the needs of the project.	Council has the ability to advocate for the Community to ensure the best outcome and benefit and is provided through the project delivery.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Community consultation relating to the HumeLink project is led by Transgrid, during February consultation was undertaken by HumeLink partners from both East and West through a series of drop-in sessions. These sessions were primarily focused on obtaining feedback about the respective Social Impact Management Plans. Attendance at each session in the Snowy Valleys LGA was between 10-20 community members.

Date	Time	Area	Venue/Address
Wednesday 12 February, 2025	7.30am – 9.30am	Yass	Tootsie Gallery Café - 15 Harrow Lane, Yass
Thursday 13 February, 2025	10am – 12pm	Gundagai	The Coffee Pedaler - 18 Sheridan Street, Gundagai
Friday 14 February, 2025	10am – 12pm	Tumut	The Coffee Pedaler - 43-45 Wynyard Street, Tumut
Monday 24 February, 2025	4pm – 6pm	Wagga Wagga	Transgrid Discovery Hub - 27 Kincaid Street, Wagga Wagga
Tuesday 25 February, 2025	11am – 1pm	Tarcutta	Tarcutta RSL - 45 Sydney Street, Tarcutta
Tuesday 25 February, 2025	1pm – 3.30pm	Crookwell	Crookwell Shire Memorial Centre - Denison Street, Crookwell
Tuesday 25 February, 2025	4pm – 6pm	Tarcutta	Tarcutta RSL - 45 Sydney Street, Tarcutta
Wednesday 26 February, 2025	11am – 1pm	Tumut	Tumut CWA - 148 Wynyard Street, Tumut
Wednesday 26 February, 2025	4pm – 6pm	Tumbarumba	Tumbarumba RSL Memorial Hall - Winton Street, Tumbarumba
Thursday 27 February, 2025	11am – 1pm	Batlow	Batlow Literary Institute - 67 Pioneer Street, Batlow
Thursday 27 February, 2025	4pm – 6pm	Batlow	Batlow Literary Institute - 67 Pioneer Street, Batlow
Friday 28 February, 2025	11am – 1pm	Adelong	Adelong Services & Citizens Club - 54 Tumut Street, Adelong

Image 4 - Consultation Schedule

HumeLink West held a dedicated session with the Tumut Region Community Foundation in Batlow on Thursday, 27 February 2025.

HumeLink East held a dedicated consultation session with residents of Cockatoo Road on Wednesday, 5 March 2025.

Transgrid presented to the Tumut Region Community Foundation meeting on Tuesday, 18 February 2025 and the Batlow United Chamber Committee meeting on Sunday, 2 March 2025.



Image 5 - Tumbarumba Consultation - 26 February 2025



Image 6 - Batlow Consultation - 27 February 2025

ATTACHMENTS

Nil.

11.3. INNOVATE RECONCILIATION ACTION PLAN 2025-2026 UPDATE

REPORT AUTHOR: MANAGER COMMUNITY SERVICES

RESPONSIBLE DIRECTOR: ACTING DIRECTOR COMMUNITY, CORPORATE & DEVELOPMENT

EXECUTIVE SUMMARY:

The Reflect Reconciliation Action Plan (RAP) was developed to assist Council to continuously develop and strengthen reconciliation commitments with First Nations People. The RAP is a commitment by Council to address gaps of acknowledgement, learning and understanding of First Nations histories and cultures to make a genuine contribution to reconciliation through our business and activities. The next stage of the reconciliation commitment is development and application of the Innovate RAP.

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

In September 2022, Council resolved under M274/22 to adopt the 2022/2023 Reflect Reconciliation Action Plan and later in June 2023, M105/23 resolved to note the First Nations Liaison Committee Meeting minutes which Council endorsed to extend the delivery of the Reflect RAP 2022/2023 by six months to complete the remaining outstanding actions.

In September 2023, Council resolved under M192/23 to further extend the delivery date of the Reflect RAP 2022/2023 until June 2024 and later in November 2023, the Reflect RAP annual progress report of all actions was presented to the First Nations Liaison Committee meeting, FNLC 12/23. This report was presented to Council in the December 2023 meeting where M271/23 resolved to note the minutes of the November 2023 First Nations Liaison Committee meeting, accepting this update.

In February 2024, Council resolved under M21/24 to receive quarterly reports on the Reconciliation Action Plan and in March 2024, Council registered with Reconciliation Australia to begin development of the Innovate RAP. The RAP Working Group Terms of Reference were adopted in February 2024 by the Executive Leadership Team. The first meeting of the RAP Working Group was held in March 2024 and after subsequent meetings a draft Innovate RAP was produced.

REPORT:

At the September 2023 meeting, Council resolved to extend the Reflect RAP 2022/2023 until June 2024 under M192/23 to allow completion of outstanding actions. The outstanding actions that have been completed are 68% of the total actions. 25% of the actions are progressing, 5% are ongoing and 2% have not been achieved.

Following staffing changes, the responsibility for the development of the RAP and the Council representative for the First Nations Liaison Committee was reassigned in August 2024 to the Manager of Community Services which resulted in a delay in the progression in the Innovate RAP.

The RAP Working Party and First Nations Liaisons Committee have provided feedback to assist in the development of the Innovate RAP.

The draft Innovate RAP was submitted to Reconciliation Australia on 9 October 2024 and was returned on 23 November 2024 with extensive corrections requested. These corrections have been made, and the draft Innovate RAP has been resubmitted for endorsement from Reconciliation Australia. The feedback period is listed as being four (4) weeks. Following this, the Draft Innovate RAP will be presented to Council for endorsement following the required 28 days on public exhibition.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 1 - Our Community

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

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

Delivery Program Principal Activities

1.3 Provide services and support to enhance local arts and culture

1.5 Value our heritage and promote civic pride

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

FINANCIAL AND RESOURCES IMPLICATIONS:

The responsibility of the implementation and facilitation of the RAP resides with the Manager Community Services. Relevant actions within the document have been assigned to positions within the Council. Some actions utilise existing in-house staff resources, however, a number of the sections will have a budgetary impact. There is no allocated budget to implement the RAP. Costs associated with the delivery of the Plan's actions are dependent on the directorate where the action item is allocated.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The RAP has been brought into alignment with Council's Integrated Planning and Reporting (IP&R) Framework and coordination and reporting on the implementation of the RAP is included in Council's 12-month Operational Plan. Failure to comply with the RAP reporting will result in non-compliance of IP&R requirements.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	As an adopted Council document, reporting on the RAP will need to comply with requirements.	Failure to report on the RAP accordingly will not comply with IP & R requirements.	Consistent reporting will ensure actions are monitored and plan remains on track for delivery according to timeframes.
Financial	Some actions will be pursued using existing Council staff resources; however, a number of sections will require a separate allocation.	Some actions not being delivered due to a lack of available funding.	No budget allocation has been provided to implement the RAP.
Stakeholder	Stakeholders include the First Nations Liaison Committee,	Ensuring all stakeholders have a say and feedback	The RAP will further establish positive relationships between

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
	Reconciliation Australia, the Snowy Valleys Community and Snowy Valleys Council.	considered to ensure a collaborative and cooperative approach is taken.	the Council and First Nation's People and reflects a genuine commitment to reconciliation through agreed actions between Reconciliation Australia, the First Nations Liaison Committee, the Snowy Valleys Community and Snowy Valleys Council.
Service Delivery	The responsibility of the implementation of the RAP and facilitation of the actions resides with the Manager Community Services, however actions within the Plan have been assigned to positions within the Council.	Actions allocated across positions within Council/Council Teams. Consistent monitoring will be required to ensure the Plan remains on track.	Assigning actions to positions within Council will ensure resources are allocated for implementation and monitoring.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Communication of the Reconciliation Action Plan is undertaken through the First Nations Liaison Committee meetings.

ATTACHMENTS

Nil.

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

REPORT AUTHOR: PROPERTY & ROADS PARTNER

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS

EXECUTIVE SUMMARY:

Adelong Progress Association has a Development Consent with Council (DA 2023/0160) which was approved on 27 February 2024.

As part of the Development Consent, Adelong Progress Association has been granted approval to construct a new amenities building (public toilet facility) on Council's Road Reserve located on Victoria Hill Road and Part Crown Reserve 84101 in Adelong (Golden Gully Park).

The purpose of this report is to inform Council that a formal instrument of agreement (licence agreement) between Council and Adelong Progress Association has been negotiated to enable the amenities facility to be constructed within Council's Road Reserve and part Crown Reserve 84101 (Golden Gully Park).

The licence agreement outlines the operational responsibilities that will be incumbent upon Adelong Progress Association to construct, operate and maintain the amenities facility for the duration of the agreement.

Another key condition of the licence agreement is that the facility is to be fully accessible to all members of the public at all times.

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

On 27 February 2024, Council provided Development Consent (DA 2023/0160) to the Adelong Progress Association for the construction of a new public amenities block located on Council Road Reserve on Victoria Hill Road and Part Crown Reserve 84101, Golden Gully Park.

The Applicant (Adelong Progress Association) received grant funding of \$114,758.00 from the Bushfire Local Economic Recovery (BLERF) fund in 2022-2023 to install a new public amenities facility in this location.

Adelong Progress Association (BLERF) Funding

The (BLERF) grant funding was part of an overall grant of \$411,758 received by the Adelong Progress Association which also included the following projects:

1. Structural repairs to the Swinging Bridge - \$123,000
2. Landscaping old pool site - \$115,000
3. Installation of playground - \$77,000
- 4. Construction of amenities block - \$114,758**

Extract from Adelong Progress Association (BLERF) funding application.

The funding had to be expended by 30 June 2025.

Council Facilities at the site

Council currently has a carpark; visitor information signage and picnic facilities located near the site and has agreed with the Adelong Progress Association that a new public amenities facility is permissible on Councils Road reserve on the understanding that the Adelong Progress Association will make the facility available for public use and will maintain the facility.

Council has agreed to grant the Adelong Progress Association a licence to install and maintain these new public amenities on Councils Public Road Reserve on the terms and conditions set out in the licence agreement attached. Refer to Attachment No 1.



Figure 1. Architectural rendering of the style of Amenities facilities proposed on Victoria Hill Road and Part Crown Reserve 84101

REPORT:

In general, this project which forms part of the Development Consent (DA 2023/0160) approved on 27 February 2024 involves the construction, operation and maintenance of a new public amenities facility (Public Toilet Block) on Councils Road Reserve. Refer to Figure 2 which outlines the location of the new amenities' facility within Lot 7001 of DP 96811 and Lot 7011 DP 96811 in Adelong.

Due to the fact that this new public amenity facility has been constructed by a third party on Council's Road Reserve (Public Land), it is the responsibility of Council to ensure that facility meets all of Council's requirements and the community's expectations in terms of how it is to be constructed, operated and maintained.

This is achieved through both Council and the Adelong Progress Association agreeing to the Terms and Conditions of one of Council's standard Third-Party Infrastructure - Master Licence Agreements which has been negotiated over the last few weeks, and which is now agreed to and signed by Adelong Progress Association. Refer to Attachment 1 of this report which contains the full licence agreement.

It is unlikely that Councils Road Reserve will be developed further in the future.



Figure 2: Red X Showing approximate location of the amenities block.



Figure 3: Amenities Block build in progress - photo taken December 2024

Note: For the full architectural plans of this facility - refer to Attachment 1 to this report - Licence Agreement

Licence Agreement - Summary of General Requirements

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

In summary, the agreement obligates the licensee (Adelong Progress Association) to undertake the following in relation to the construction, operation and maintenance of the new public amenities facility.

Adelong Progress Association warrants the following under the Licence Agreement:

1. That the construction, ongoing operation and maintenance of the public amenities' facility shall be undertaken at Adelong Progress Association's cost.
2. Adelong Progress Association will make the amenities block available for public use at all times that they are in operation.
3. Adelong Progress Association will ensure that the amenities block does not interfere with the Council's use of the Council Infrastructure, land or nearby properties.

4. Adelong Progress Association will ensure that the amenities block shall be permanently labelled to identify Adelong Progress Association as its owner.
5. Adelong Progress Association will ensure that the amenities block is to be installed in accordance with the Development Consent for DA 2023/0160 approved on 27 February 2024.
6. Adelong Progress Association will ensure that the amenities block shall comply with all applicable laws, planning and environmental regulations, building regulations, work, health and safety laws (including but not limited to those standards set out in the *Work Health and Safety Act 2011*) and any relevant building code of practice, and or any order from a regulatory authority.
7. Adelong Progress Association will be responsible for all ongoing operational requirements of the amenities block for the duration of the licence agreement which has been granted on a 5x5x5 year term.
8. Adelong Progress Association shall maintain the amenities block in a state of good repair and functionality at all times, undertaking all required daily cleaning of the amenities block facility, stocking the facility with sanitary paper, soap for dispensers, paper towels, bins and the like at no cost to Council.
9. Adelong Progress Association is responsible for undertaking of all minor repairs to the facility including vandalism repairs, graffiti removal, pest control and replacement of lights.
10. Adelong Progress Association is responsible for undertaking any repairs and/or maintenance to any plumbing or sewer issues including the unblocking of toilets, pipes and drains associated with the facility. All plumbing works and associated repairs are to be undertaken at no cost to Council.
11. Adelong Progress Association is responsible for providing signage that clearly indicates who members of the public must contact if there are any problems with the facility or, if they wish to provide feedback or make a complaint about the condition of the facility. The Adelong Progress Association's contact details – **which are not to be** Council's contact details must be clearly provided and sign posted at the amenities block facility.
12. Adelong Progress Association is responsible for all security measures at the amenities block facility including all key and lock ware equipment.
13. Adelong Progress Association is responsible for opening and closing the facility on a daily basis.
14. Adelong Progress Association recognises that the amenities block has been approved by Council's Growth and Development Team and is an approved structure in accordance with Council's Planning Controls, and it cannot interfere with public safety including the safety of any road or footpath user.
15. Adelong Progress Association must obtain an Occupation Certificate from Council to certify that the amenities block facility is fit for use and has been constructed in accordance with the approved Development Consent and all relevant drawings, specifications, consent conditions as well as all relevant standards. The Occupation Certificate must be obtained prior to the facility becoming operational.
16. At the end of or at the termination of the agreement, Adelong Progress Association must, at its own cost, remove the amenities block facility and associated equipment and services and make good the Council property, land or Infrastructure to its condition at the commencement date of the agreement.
17. Council's standard insurance and indemnity requirements for third party infrastructure on Council (Public) Land apply to this licence agreement.

Refer to Attachment 1 which includes all Terms and Conditions of the full licence agreement.

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

Theme 1 - Our Community

Community Strategic Plan Strategic Objectives

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

Delivery Program Principal Activities

1.2 Provide and maintain community spaces that encourage activity and wellbeing

FINANCIAL AND RESOURCES IMPLICATIONS:

Nil, as all costs are attributed to the applicant (Adelong Progress Association) and no costs are borne by Council at the time in relation to the construction, operation and ongoing maintenance of the new Public Toilet Facility.

The Adelong Progress Association received grant funding of \$114,758.00 from the Bushfire Local Economic Recovery (BLERF) fund in 2022-23 to install a new public amenities facility in this location. The new amenities facility constructed by the Adelong Progress Association in this location was 100% grant funded.

No Council funds were expended on this project.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

All relevant conditions of the Development Consent (DA 2023/0160) were approved on 27 February 2024.

All relevant Terms and Conditions set out in the agreed Third-Party Infrastructure-Master Licence Agreement have been agreed to and signed by Adelong Progress Association.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Nil risk as Council has no responsibility for any costs in relation to the construction, operation or ongoing maintenance of the facility. All public liability insurance in relation to the Toilet Block is the responsibility of Adelong Progress Association. Council's standard Third-Party Infrastructure - Master Licence Agreement also indemnifies Council against a lot of potential liability and risk associated with the Toilet Block Facility.

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	Adelong Progress Association does not build the facility in accordance with the approved DA consent conditions and refuses to enter into a formal instrument of agreement with Council on the construction, operation and maintenance of the facility - Council's standard Third-Party Infrastructure - Master Licence Agreement.	Council has no responsibility for cost, construction, maintenance or public liability for the structure.	The public amenities (toilets) will be accessible to all member of the public.

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
	<p>The risk is now mitigated by Council issuing formal conditions of consent which need to be met with a formal Construction Certificate (CC) before the applicant (Adelong Progress Association) can complete the building the facility.</p> <p>The risk has also been mitigated by Adelong Progress Association agreeing to and signing Council's standard Third-Party Infrastructure - Master Licence Agreement for the facility.</p> <p>All public liability insurance relating to the facility is the responsibility of Adelong Progress Association. Council's standard Third-Party Infrastructure Master Licence Agreement also indemnifies Council against a lot of potential liability and risk associated with the Toilet Block Facility.</p>		
Financial	Nil- All costs associated with the construction, operation and maintenance of the facility are borne by Adelong Progress Association.	Nil	No costs to Council associated with the development and / or the construction, operation and ongoing maintenance of the facility. All costs are borne by Adelong Progress Association.
Service Delivery	Ongoing maintenance of the Toilet block is to be undertaken by Adelong Progress Association.	No costs to Council for any maintenance of services to this toilet block facility.	No costs to Council associated with the maintenance. All costs associated with the construction, operation and maintenance of the facility are to be borne by Adelong Progress Association.

OPTIONS:

1. Adopt as per recommendations set out in this report

2. Amend the recommendations of this report
3. Decline the recommendations set out in this report

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Community Consultation on the new Facility was undertaken as part of the Development Application Process in February 2024 and also by the Adelong Progress Association.

ATTACHMENTS

1. Confidential - 20250207 - SVC Adelong Progress Association - Third Party - Infrastructure Master Licence Agreement - Final (Under separate cover)

11.5. REVIEW - ENERGY TARIFFS AND SUPPLY AGREEMENTS - MOVING TOWARDS 100 PERCENT RENEWABLE ENERGY

REPORT AUTHOR: DIRECTOR INFRASTRUCTURE & WORKS - COORDINATOR OPEN SPACE & FACILITIES

RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS

EXECUTIVE SUMMARY:

The purpose of this report is to inform Council on the outcome of the review that has been undertaken by specialist consultancy firm ChargeWorks on Council's network tariffs and retail electricity agreements across all of Council's large and small sites as well as its streetlighting assets.

The tariff and energy supply agreement review identified potential cost savings to Council through both changing the existing tariff arrangements with Council's current service provider as well as going to market on a new retail energy supply agreement.

One of the key considerations in Council's energy supply agreements going forward is the percentage of renewable energy that Council wishes to purchase which comes at a cost to Council initially but in the long term reduces Council's overall energy costs and Council's carbon footprint.

This report is recommending that Council call for public tenders on its retail energy supply requirements for its large sites (9 in total) and street lighting assets. The tender is to be structured in a way that Council receives market competitive rates for the supply energy to come from 50% through to 100% renewable energy sources so that Council can understand the cost of moving towards 100% renewable energy supply.

RECOMMENDATION:

THAT COUNCIL:

- 1. Undertake a Request for Tender (RFT) process for its nine (9) large retail energy sites plus streetlighting on a two (2) year agreement;**
- 2. As part of the RFT process, request renewable energy supply rates for its large retail energy sites and streetlighting to be priced from 50% through to 100% renewable energy supply so that the cost to Council of moving towards 100% renewable energy supply can be fully understood;**
- 3. Engage Chargeworks for \$11,500.00 plus GST to run the Request for Tender (RFT) process on Council's behalf; and**
- 4. Note the recommendation from Chargeworks for Council to transition its one hundred and forty (140) x small sites, to the Shell 3062 offer available through Buy NSW which has access to 100% Greenpower. This will potentially save Council \$207,022 per annum whilst reducing yearly emissions by 1,410 tonnes. Chargeworks advises that Council can sign up to this offer without further quotes or tenders and can opt out of the agreement at anytime.**

BACKGROUND:

Specialist retail energy consultancy ChargeWorks has been endorsed by the Canberra Region Joint Organisation (CRJO) to undertake a review of member Councils existing tariff arrangements and retail energy supply agreements with the view to identify cost savings to Council in terms of retail energy supply.

Part of ChargeWorks brief was to also identify the value to Councils in pursuing energy supply from renewable energy sources produced from solar and wind farm generated energy and what the likely cost to Council would be.

Councils retail energy usage is broken up into three (3) categories:

1. Large retail sites (9 x sites currently with Shell Energy), including three (3) street lighting circuits
2. Small retail sites (140 x sites with AGL)
3. Street lighting (1428 assets)

Council's current agreements are with Shell Energy (nine (9) x large sites and streetlighting) and AGL (140 x small sites).

The tables below outline what the large and small sites are:

Table 1 - Large Energy Retail Sites (9 sites)

Asset	Asset Address	Sum of Electricity Usage (kWh)	Sum of Electricity Cost (\$)
Elm Drive Low Lift Water Pump Station	Elm Drive	131622	35717
Lambie Street Water Pump Station	Lambie Street	182792	68297
Riverina Highlands Building	76 Capper Street Tumut	252357	71390
Tumut STP	Gocup Rd	296352	88445
Tumut WTP	FITZROY ST	354315	134300
Unmetered Street Lighting (1428 x Assets)	SVC LGA	399157	100232
Grand Total		1616595	498381

Note: Three (3) additional sites are large street lighting circuits which make up the nine (9) sites.

Table 2 - Small Energy Retail Sites (140 x sites)

Asset	Asset Address	Sum of Electricity Usage (kWh)	Sum of Electricity Cost (\$)
60 WINTON STREET- Chambers - TUMBA	60 WINTON STREET TUMBARUMBA	15707	5842
LOT 1 MARAGLE CREEK ROAD MARAGLE NSW 2653	LOT 1 MARAGLE CREEK ROAD MARAGLE	88	838
TUMBARUMBA SPORTS HUB AND POOL	TUMBARUMBA SPORTS HUB	80560	26368
(PIONEER) PUBLIC HALL - TUMBA	(PIONEER) PUBLIC HALL - TUMBARUMBA	4741	2401
1 Selwyn St Pool Bridge Outlet	1 SELWYN ST - TUMBARUMBA	828	1091
15-55 ADELONG ROAD TUMUT NSW 2720	15-55 ADELONG ROAD TUMUT	1879	969
35 Bridge Street - Carcoola - TUMBA	35 Bridge Street - Carcoola - TUMBARUMBA	9883	4079
58 Winton Street - RSL Hall - TUMBA	58 Winton Street TUMBARUMBA	2891	1754

Asset	Asset Address	Sum of Electricity Usage (kWh)	Sum of Electricity Cost (\$)
66A BATLOW ROAD - PUMP - TUMBA	66A BATLOW ROAD TUMBARUMBA	0	841
752 Saleyards Road - Waste Transfer Station - TUMBA	752 Saleyards Road - TUMBARUMBA	4139	2156
ADELONG APEX PARK	86A Tumut Street Adelong	1942	1458
ADELONG COMMUNITY AQUATIC CENTRE	18 CAMPBELL ST ADELONG	74232	24196
ADELONG LIBRARY	110 Tumut Street Adelong	1272	1094
ADELONG MEMORIAL PARK CENOTAPH	23 Neil Street Adelong	329	943
ADELONG RFS SHED	39A-39B Lockhart Street Adelong	1319	1262
ADELONG SHOWGROUND	Cromwell Street Adelong	1766	2254
ADELONG SHOWGROUND MANAGEMENT	CROMWELL ST ADELONG	47	858
Adelong STP	31 Bleak Street Adelong	54961	17971
ADELONG WATER SUPPLY WPS 1	50 Gadara Lane Gadara	39100	13505
Adelong Water Supply WPS 2		38223	13210
ADELONG WTP	39 Todds Road Adelong	13884	5205
BATLOW 2 SPS (REEDY ST)	Batlow Road Batlow	430	980
Batlow Caravan Park	KURRAJONG AVENUE BATLOW	39835	12945
BATLOW LIBRARY	45-47 Pioneer Street Batlow	8998	3713
BATLOW LITERARY INSTITUTE	45-47 Pioneer Street Batlow	5451	2580
Batlow Memorial Park	LOT 276 - 28 MEMORIAL AVE BATLOW	9150	3730
BATLOW RFS SHED	106-108 PIONEER ST BATLOW	2374	1591
Batlow Road WPS	BATLOW RD BATLOW	5903	2610
BATLOW SPS	Forest Road Batlow	7926	4217
Batlow STP	34 Boggamilla Road NSW	114304	36461
Batlow Swimming Pool	BOGGAMILLA RD Batlow	61024	19900
Batlow Telecommunications Tower	Snubba Road Batlow	12315	4722
Batlow WTP	3/3574 Batlow Road Batlow	95506	30963
BILA PARK	1-11 Wynyard Street Tumut	330	945
BRINDABELLA RFS SHED	Brindabella Valley Road Brindabella	3035	1799
BRUNGLE RAW WPS	Brungle Rd Brungle	6166	2824
BRUNGLE RFS SHED	Brungle Road Brungle	211	910
Brungle STP	1289 Brungle Road Brungle	22507	7881

Asset	Asset Address	Sum of Electricity Usage (kWh)	Sum of Electricity Cost (\$)
BRUNGLE WTP	McGruers Road Brungle	8407	3508
Bull Paddock Sports Facility		13519	8037
BURRA RD TUMBA - RESERVE	BURRA RD TUMBARUMBA	1601	1347
BURRA RESERVE		3606	1442
Bush Fire Electricity (Adelong Rd Tumut)	39 ADELONG RD TUMUT	15455	6287
Childcare Centre 1 CHISHOLM STREET KHANCOBAN	1 CHISHOLM STREET KHANCOBAN	3150	1594
CHLORINATOR BLD - KHANCOBAN	CHLORINATOR BLD - KHANCOBAN	9584	3816
CL OFFICES - WINTON STREET TUMBA	WINTON STREET TUMBARUMBA	44048	14649
CLOVERDALE BOOSTER WPS	480 Lacmalac Road Lacmalac	9165	3805
Common Area 19 to 23 Mitchell Street Tumba	19 to 23 Mitchell Street Tumbarumba	386	963
Council Workshop - Winton St Tumba	WINTON STREET TUMBARUMBA	26284	9157
CROMWELL ST SPS	CROMWELL ST ADELONG	820	1106
CURTIS' FLAT HOCKEY GROUND	SELWYN ST ADELONG	0	841
ELM DRIVE SPS	Elm Drive Tumut	35136	12151
FESTOON LIGHTING - TUMBA	FESTOON LIGHTING-TUMBARUMBA	227	653
GILMORE ST SPS	Gilmore Street Adelong	572	1026
GODFREY STREET WPS	Godfrey Street Tumut	10025	3978
Golden Gully Park	Victoria Hill Road Adelong	292	931
GRAHAMSTOWN RFS SHED	GRAHAMSTOWN RD GRAHAMSTOWN	494	601
HARGREAVES CLOSE WATER RESERVOIRS	HARGREAVES CL LACMALAC	126	884
Independent Living Units - Mitchell Street	MITCHELL ST TUMBARUMBA	0	610
JARRAH OVAL	CLARKE ST TUMUT	6128	2896
JUNCTION (LIONS) PARK	Tumut Plains Road Tumut	375	961
Khancoban Boat Ramp	KHANCOBAN	1454	1288
Khancoban Creek Raw Water Pumps	Alpine Way Khancoban	27896	9204
KHANCOBAN RECREATION RESERVE		360	955
Khancoban Swimming Pool		9073	3699
LOT 2 MANNUS LAKE ROAD - TUMBA	LOT 2 MANNUS LAKE ROAD - TUMBARUMBA	2490	1645

Asset	Asset Address	Sum of Electricity Usage (kWh)	Sum of Electricity Cost (\$)
MATE STREET, TUMBARUMBA		705	1066
McMeekin Street Bore	MCMEEKIN STREET TUMBARUMBA	563	1020
MILES FRANKLIN SPORTS OVAL	2A Bridle Street Tumut	1358	2108
MITCHELL AVE-BBQ COMMUNITY PARK - KHANCOBAN	MITCHELL AVE KHANCOBAN	183	330
MITCHELL AVE-COMMUNITY HALL - KHANCOBAN	MITCHELL AVE KHANCOBAN	2828	1581
MITCHELL AVE-KHANCOBAN RFS	MITCHELL AVE KHANCOBAN	6879	3007
MITCHELL AVE-PLUMBERS WORKSHOP	MITCHELL AVE PLUMBERS WORKSHOP	6	579
MITCHELL AVE-TOWNSHIP WORKS DEPOT	MITCHELL AVENUE KHANCOBAN	12541	4887
MT IKES - TUMBA - COUNCIL		23761	8326
MURRAY GLEN SPS	16-18 King Street Tumut	4954	2448
NANKERVIS ST-WORKS DEPOT - KHANCOBAN	NANKERVIS ST KHANCOBAN	634	1618
Pioneer Park	PIONEER PARK TUMUT	1946	1429
PRINCE STREET, TUMBARUMBA (Puggles)		76	872
PUGGLES SHED WINTON ST TUMBA	WINTON ST TUMBARUMBA	1217	1238
RFS - Paddys River	Elliott Way, Paddys River	370	963
RFS - STATION OURNIE ROAD - for RFS	STATION OURNIE ROAD TUMBARUMBA	547	1007
RFS - Taradale	Taradale Road, Lower Bago	427	982
RFS - Willigobung	1290 Batlow Road Willigobung	513	1007
RICHMOND PARK MUSIC SHELL	Richmond Street Tumut	666	1051
RIVERGLADE CARAVAN PARK	2 Fitzroy Street Tumut	1193	2067
RIVERGLADE OVAL	Carey Street Tumut	0	841
ROSEWOOD - TOILETS	ROSEWOOD	1021	1161
Roths Corner Medical Centre	Roth Corner Tumbarumba	17532	6400
RURAL FIRE STATION ROSEWOOD		764	1085
SES - Tumbarumba	McMeekin Street Tumbarumba	4145	2159
Sewer Pump Station - Chaffey Close	Chaffey Close Tumbarumba	370	961

Asset	Asset Address	Sum of Electricity Usage (kWh)	Sum of Electricity Cost (\$)
Sewer Pump Station - Hyne Mill	Pumping Station Jingellic Rd Tumbarumba	2390	1603
Sewer Pump Station - Snow View	Ramsay Road Tumbarumba	1535	1347
SEWERAGE TREATMENT - KHANCOBAN	KHANCOBAN	1075	1192
SEWERAGE WORKS - WINTON ST TUMBA	Winton St Tumbarumba	223203	68260
SHOW GROUNDS - TUMBARUMBA	SHOW GROUNDS TUMBARUMBA	8052	3521
SOUTHERN CATCHMENT SPS	LAMPE ST TALBINGO	385	961
STOCKWELL GARDENS	Fitzroy Street Tumut	237	1758
STURT CLOSE WATER DOSING PUMP	Sturt Close Gilmore	0	841
TALBINGO COUNTRY CLUB SPS (meter in manager's office)	1A BRIDLE ST TALBINGO	2562	1461
TALBINGO LOW LEVEL RESERVOIR	5 ELIZABETH AV TALBINGO	114	878
TALBINGO RFS SHED	29 WHITTY ST TALBINGO	265	932
TALBINGO SHOPPING CENTRE AMENITIES	4 TALBINGO SHOPPING CENTRE LN TALBINGO	2188	1501
TALBINGO STP	228 MILES FRANKLIN DR TALBINGO	50513	16719
TALBINGO WTP	Elizabeth Ave Talbingo	23227	8148
TOC-H PARK	PIONEER ST BATLOW	5	847
TOILET LIGHTS - MITCHELL AVENUE KHANCOBAN	MITCHELL AVENUE KHANCOBAN	6664	2842
TOILETS - BRIDGE STREET TUMBA	BRIDGE STREET TUMBARUMBA	1618	1368
Tumbarumba Caravan Park	Lauder Street Tumbarumba	185328	59403
Tumbarumba Library	Prince Street Tumbarumba	18509	6824
TUMUT AERODROME PASSENGER TERMINAL	405 WEE JASPER RD BOMBOWLEE	0	841
TUMUT CITIZENS BOYS CLUB	FITZROY ST TUMUT	1435	1295
Tumut Community Support Centre	79-81 Capper Street (Corner Capper and Wynyard Streets) Tumut	23537	8484
TUMUT HOCKEY GROUND AMENITIES	Elm Drive Tumut	1885	1433
Tumut IWD Depot (Yard)	GOCUP RD TUMUT	51446	17019
TUMUT LIBRARY	169 Wynyard Street Tumut	32203	11070
Tumut Railway Precinct	15-55 ADELONG RD TUMUT	2564	1639

Asset	Asset Address	Sum of Electricity Usage (kWh)	Sum of Electricity Cost (\$)
TUMUT RAW WATER RESERVOIR	Godfrey Street Tumut	339	945
TUMUT SALEYARDS	Adelong Rd Tumut	580	1027
TUMUT SES	15-55 Adelong Rd Tumut	11896	4630
Tumut Shire Council Christmas Tree Lights	CAPPER ST TUMUT	0	843
Tumut STP	Gocup Rd	74459	23922
TUMUT STREET SPS	Tumut Street Adelong	12283	4773
Tumut SWIMMING POOL	Richmond Street NSW Tumut	93857	30538
Union Lane Toilet Block	Union Lane TUMBARUMBA	2479	1611
Unknown asset No 1 TBC	Unknown asset address	158	187
VALLEY VIEW SPS	30 LOCKERIDGE DR Tumut	2709	1722
Visitor Information & Rural Transaction Centres	10 Bridge Street Tumbarumba	33859	11366
Water bore old Tumbarumba Common	283 ALFRED STREET TUMBARUMBA	1054	1174
Water Retic Booster Pump - Albury Street	Albury Street Tumbarumba	0	842
WATER SUPPLY PUMP - TUMBA	TUMBARUMBA	0	576
WATER TANK Cloverdale		130	883
WATER TREATMENT PLANT - POWER ST TUMBA	POWER ST TUMBARUMBA	7863	3285
WEREBOLDERA RADIO HUT	Stoney Creek Trail Wereboldera	784	1092
WILKINSON STREET TALBINGO		2429	1616
Wolters Cottage 78 Albury Street - TUMBA	78 Albury Street TUMBARUMBA	0	842
WONDALGA RFS SHED	WONDALGA RD WONDALGA	1826	1420
WTP TUMBARUMBA	Power Street TUMBARUMBA	58212	19160
WYNYARD CENTRE TOILETS	119-121 Wynyard Street Tumut	981	915
Grand Total		2005966	750849

Note: Two (2) extra small sites have been identified since the ChargeWorks report was prepared for Council in October 2024.

REPORT:

Council's agreements for large retail energy sites expired on 31 December 2024 and small sites expired on 28th February 2025. Council is currently on hold over with these existing suppliers until Council calls a formal Request for Tender (RFT) which will identify for Council the cost of going for 50% through to 100% renewable energy supply and or an alternative arrangement which is somewhere in between.

As part of ChargeWorks review of the nine (9) x large sites and streetlighting, indicative offers were sought from retailers so that a comparison with Council's current retail energy costs could be made.

For the small sites, a cost analysis was made with the competitive Buy NSW Shell 3062 small sites agreement.

Retail Energy Network Tariff Review

Before this current review of Council's energy supply agreements, ChargeWorks was engaged through the Canberra Region Joint organisation (CRJO) to review Council's network tariffs, which are separate to the review of the retail energy supply agreements.

For the network tariff review ChargeWorks provided a quotation to undertake this work to each member Council. Snowy Valleys Council was quoted \$5,400 plus GST.

Snowy Valleys Council accepted the quotation from ChargeWorks in March 2024 to prepare a review of Council's current network tariffs.

The scope of works undertaken by ChargeWorks included the following:

1. Review and organise the roll out of unused sites.
2. Liaise with Council's current retailer(s) to switch tariffs.
3. Liaise with Council's current retailer(s) to establish the sites that require meter upgrades.
4. Liaise with Council's current retailer(s) and Council's Facility Managers for the installation of new meters.

ChargeWorks identified \$32,000 of annual savings in the review by switching tariffs at twenty-six (26) of Council's current sites. More recently, Shell has provided analysis and identified another \$21,800 of savings by switching tariffs at a further three (3) sites. ChargeWorks has checked Shell's analysis and has found it to be accurate.

Council has now implemented the recommended changes to the network tariff review and will monitor tariff charges to ensure the projected savings are realised.

Retail Energy Supply Agreement Review- Large and Small Sites

ChargeWorks undertook a review of Council's current energy supply agreements in October 2024 and identified \$173,700 in annual savings on electricity charges, with a 100% renewable supply arrangement which will reduce Council's current carbon footprint (Emissions) by 2,186 tonnes annually. Note this will be confirmed when Council undertakes a formal Request for Tender (RFT) process which is a recommendation of this report.

Note: This includes the 1,410 tonnes of emissions that will be saved through Council transitioning its 140 x small sites over the Shell 3062 offer available through Buy NSW which has access to 100% Greenpower as per the recommendations of this report.

Council's Large Sites

Electricity Costs Explainer

The way the Council is billed for energy costs at its large sites - including streetlighting is broken down into various cost components. These can be broadly summarised into three parts:

Retail Rates — The Focus of this Report

The cost of electrical energy that is supplied to the site. This portion of the cost is the wholesale cost of making electricity, plus the retailer's costs and margin — the latter for which are a variety of retailers, and a broad range of pricing structures.

- **Network Tariffs**

The cost charged for the owner of the 'poles and wires' network to facilitate the energy supply to the site.

- **Environmental and Market Fees**

Paid to the Australian Energy Market Operator (AEMO), who oversees the National Electricity Market (NEM). These are mandated by AEMO and not negotiable.

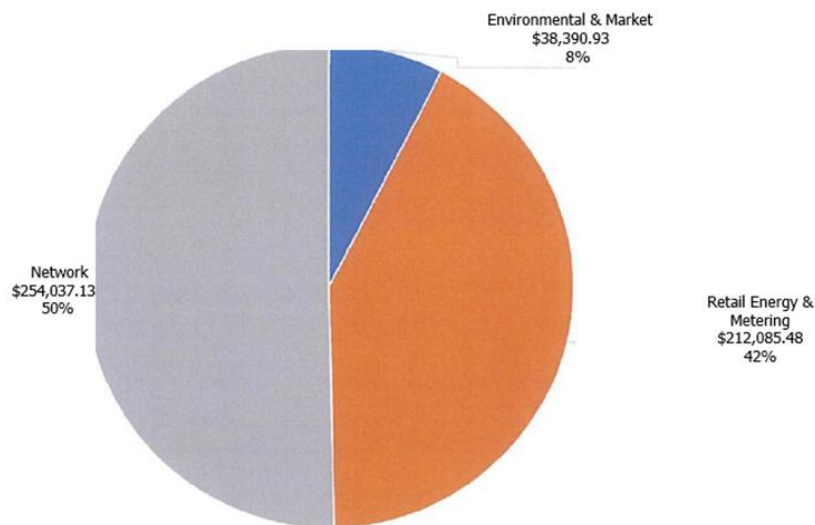
Figure 1 Council's Large Sites and Street Lighting Costs 2024 Financial years

Figure 1 - Breakdown of Council's 2024FY Large Sites and Streetlighting Electricity Costs

Total cost to Council in 2024/2025 on its large sites and street lighting assets was **\$504,513.54** which is the combination of these three categories.

Apart from lowering consumption and optimising network tariffs, the **only** part of Council's electricity bills that it can negotiate are the retail rates (the orange slice above).

In most instances, the retail rates are based on the wholesale cost of electricity supply, but the wholesale rate varies in 5-minute intervals every day. So, retailers calculate their fixed pricing in a way that minimises their risk, which often involves buying electricity futures. With these arrangements, a retailer buys electricity supply for a guaranteed future price, regardless of what the actual cost is at that point. This does not necessarily align with the best long-term price for the consumer.

Net Zero / Zero Emissions Target Strategies

As part of this review ChargeWorks sought several quotes from retail energy suppliers including suppliers of energy from renewable sources.

A retailer can contract supply from a renewable source, like a solar farm, and can claim that it is 100% renewable electricity. Because generators and consumers are all connected to the same electricity grid, if a consumer consumes 100MWh per annum (for example), and their retailer buys 100MWh of renewable electricity from a solar farm, then even though the solar farm will not produce electricity 24/7, the net total production matches the net total consumption. The solar farm produces excess during the day, which is soaked up by other consumers on the grid, and then the consumer uses electricity at nighttime (for example) that comes from other sources.

Note: There are different methods to assess the emissions implications from these sources, and not all retailers use the same methodology.

The Federal Government's Clean Energy Regulator (CER) oversees a market for Large-scale Generation Certificates (LGCs) and GreenPower, which are mechanisms for encouraging more renewable generation to enter the electricity grid. For every MWh of electricity that a renewable power station generates, one LGC can be created and sold. The current market rate for these is around \$42/MWh (equating to 4.2c/kWh).

Large consumers and energy retailers are mandated to purchase LGCs at a percentage linked to the energy they acquire. By introducing these compulsory purchases, it has created a market for renewable power stations to generate revenue on top of the energy they sell, thereby creating extra incentives for new renewable electricity generation.

Electricity consumers who want to consume truly zero-emissions electricity can voluntarily buy extra LGCs — as this ensures that the number of LGCs equivalent to their consumption are not sold elsewhere. This creates more demand for LGCs and forces the mandated LGC purchases to occur elsewhere in the market (this is also how GreenPower functions — essentially it is the voluntarily purchasing of LGCs).

If Council wants to adopt a strategy for zero-emissions electricity supply, then regardless of the source of the electricity, the purchase of LGCs must also be factored in. If Council were to buy LGCs to match their consumption (but not necessarily sign up for a specific renewable supply), then they will still achieve a net-zero outcome, because the LGCs purchased have enabled an equivalent amount of renewable generation on the grid.

It is also possible for Council to buy LGCs at a percentage of total consumption, with many retailers offering amounts at 10% through to 100%.

For Snowy Valleys Council to purchase LGCs that 100% matched their current large sites and space streetlighting consumption, it would cost approximately \$47,000 extra per annum for the large sites and \$17,000 extra for the streetlighting.

Council's Current Large Sites and Streetlighting Agreements

Council currently has nine (9) x large sites with Shell Energy in a combined large site and streetlighting agreement (Refer to Table1). The current agreement appears to comprise of negotiated retail rates that vary year-by-year.

As observed on Council's bills, the retail rates for 2023 and 2024 are as follows:

Table 3. Snowy Valleys Council retail rates for 2023 and 2024

Year	Peak (c/kWh)	Shoulder (c/kWh)	Off Peak (c/kWh)	Retail / Meter Charges (\$/year)(Average)
2023	24.5392	11.4583	11.9908	\$188.00
2024	23.6754	10.3590	11.1039	\$188.00

The total cost of electricity supply for these sites in the 2023-2024 financial year (including retail, network and AEMO fees) was **\$504,513.54** plus GST – refer to Figure 1.

Retail Offers

ChargeWorks, as part of their engagement and review, sought indicative offers from six (6) retailers including the existing retailer that Council has an agreement with (Shell Energy) that utilise a variety of pricing models.

It is understood that for Council to engage a supplier, it must go through a RFT (Request for Tender) process for pricing that is estimated above \$250,000.

ChargeWorks is also recommending that Council should also only enter into an agreement with a supplier for two (2) years due to the constantly changing nature of the market from a price perspective. Table 3 outlines the indicative offers that ChargeWorks received.

Table 3. Summary of Snowy Valleys Council Large Sites and Streetlighting Offers

A summary of the average annual cost of all provided offers is as follows:

			No Renewables	50% Renewables
Supplier	Large Sites	Streetlighting	Large Sites	Streetlighting
Shell (Existing)	\$141,089	\$49,599	N/A	N/A
Shell (new)	\$130,087	\$60,929	\$152,793	\$69,166
AGL	\$149,786	\$44,944	\$169,647	\$52,148

			No Renewables	50% Renewables
Engie	\$141,159	\$59,085	\$163,873	\$67,325
Flow Power	\$148,224	\$61,814	\$169,276	\$69,450
Red Energy PPA	N/A	N/A	\$183,914	\$61,047

Summary

Shell has provided the best pricing for the large sites, for both standard supply and 50% renewables.

With their standard supply offer, Council will save an average of \$11,002 (8%) annually on the retail part of the bills compared to the existing rates.

AGL has provided the best pricing for standard streetlighting, and 50% renewables.

Under the AGL agreement with standard supply, Council will save on average \$4,654 (9%) annually on the retail part of the bills compared to existing rates.

Note: These supply rates are indicative only will be confirmed through a formal Request for Tender (RFT) process which is the recommendation of this report.

Council's Small Sites

Council has one hundred and forty (140) small sites under a current agreement with AGL, with rates that are reviewed by the supplier every few months and are generally increasing.

ChargeWorks used data obtained from AGL to analyse Council's electricity costs and consumption. Using data for the 2023-2024 financial year, and the current rates with AGL, the total annual cost for the 140 x sites has been calculated at **\$741,195 plus GST**. This amount includes network tariffs, AEMO fees and retail rates, because the AGL small site bills do not break these rates down. It also includes solar feed-in.

Shell Energy's 3062 Offer

Through Buy NSW, Council is eligible for supply of its small sites under Shell's 3062 government contract it is estimated that the total annual cost estimate on the Shell 3062 agreement is **\$512,424**. This is currently a very competitive offer, with rates much lower than those that are generally available on the market and represents a saving to Council of **\$228,771** p.a. (31%) compared to existing cost. (\$741,195-\$512,424m=\$228,771)

In addition to this, because it is a NSW Government approved offer, Council would **not** have to go to tender to move its small sites over to this agreement and Council can opt out of the agreement at any time.

Smart Meter / Basic Meter	Peak c/kWh	Shoulder c/kWh	Off-Peak c/kWh	Anytime Rate c/kWh
AGL (current)	39	34	28	35
Shell 3062	28	25	13	24
Shell 3062 with Greenpower	29	26	14	25

Table 4 - Small Sites Rate Comparison

Note: The term of the agreement with Shell is until 2032, however pricing has only been provided through to **June 2025**. The agreement offers unlimited site rollout. Also note that the agreement allows Council to opt out at any time if future pricing is not favourable.

Furthermore, Shell also offers the voluntary purchasing of GreenPower at a very competitive rate (1c/kWh). If Council was to go 100% renewable for the 140 sites this would add only **\$21,750** to the annual cost.

This will reduce Council's electricity emissions by approximately **1,410 tonnes per annum**, representing a very efficient way for Council to reduce its electricity emissions by 56% in one simple transaction.

If Council opts for **100% renewable supply** for the 140 sites under the Shell 3062 agreement, it will still save **\$207,021 p.a.** (\$228,771- \$21,750=\$207,021) compared to existing rates.

ChargeWorks recommends that Council switches to the Shell agreement but review its small site retail electricity contract in June 2025.

ChargeWorks overall Recommendations to Council

1. Council undertakes a formal Request for Tender Process (RFT) process for its nine (9) large retail energy sites including street lighting. Council can expect that the lowest price for the large sites retail supply will come in around \$131,000 per annum (\$9,000 cheaper than current costs). Council can also expect that the lowest price for the streetlighting retail supply will come in around \$45,000 per annum (\$4,600 cheaper than current costs - depending on the market at the time). All prices and savings will be confirmed through the formal Request for Tender process.
2. Engage the supplier of the cheapest tender, on a 2-year agreement. At the end of this term, Council can go to market again with the expectation that prices will be lower than they are currently
3. If Council wants renewable supply for its large sites and streetlighting agreements, then that will add approximately \$64,000 to the total price to offset 100% of the load and reduce emissions by 776 tonnes, or \$32,000 to offset 50% of the load. All prices on renewable energy options will be confirmed through the formal Request for Tender process.
4. For Council's 140 small sites, the Shell 3062 offer available through Buy NSW program is extremely competitive, and with 100% Greenpower, will save Council around \$207,022 per annum whilst reducing yearly emissions by 1,410 tonnes. Council can sign up to this offer without further quotes or tenders and can opt out of the agreement at any time.
5. Roll out (disconnect) the four (4) unused sites currently in the small sites agreement, for annual savings of \$5,577.

ChargeWorks estimates that if these recommendations are adopted in full, Council can save around \$173,700 annually and move towards 100% renewable supply (Small and Large sites) which will account for 2,186 tonnes in annual carbon emission reductions.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 4 - Our Infrastructure

Community Strategic Plan Strategic Objectives

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

Delivery Program Principal Activities

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

FINANCIAL AND RESOURCES IMPLICATIONS:

To date Council has paid ChargeWorks \$5,400.00 plus GST to undertake the review of its Network Tariff supply agreements and a review of its current energy supply agreements for its large retail energy sites including street lighting. This has been funded through the Buildings Cost Centre (1102).

The cost to Council to engage ChargeWorks to undertake the tender process for Council's retail electricity supply agreement is \$11,500.00 plus GST which would be funded from the Buildings Cost Centre.

ChargeWorks estimates that if these recommendations are adopted in full, Council can save around \$173,700 annually and move towards 100% renewable supply (Small and Large sites) which will account for 2,186 tonnes in annual carbon emission reductions.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Council currently does not have a Sustainability Policy or position on how much renewable energy it should be purchasing as part of its retail energy supply agreements for large and small retails sites and also streetlighting.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Financial	Renewable energy has been assessed to have a greater cost to supply	To be confirmed upon Tender Assessment	Council's carbon footprint is reduced
People	Renewable energy has been developed due to carbon emissions contributing to climate change and natural disasters such as flooding and fires. Resource limitations of non renewable energy sources	There will be costs to Council to purchase renewable energy. Increase cost to Council in purchasing renewable energy	This is offset by a reduction in Councils carbon footprint which contributes towards Council and the CRJOs "Net Zero" targets
Stakeholder	Council and ratepayers	Councils operating energy costs will potentially increase if the identified costs savings are not realised. These costs are passed onto the ratepayer / user of the property / facility	Council's carbon footprint which contributes towards Council and the CRJOs "Net Zero" targets
Service Delivery	Council's current operational budgets are based on the current rate of supply, with higher costs potentially reducing service levels if additional budgets are not received	Potential costs savings have been identified by ChargeWorks through their Network Tariff Review and recommendations outlined in their Retail Energy Supply review – October 2024	Council achieves the identified savings and therefore can pass these saving onto the service delivery areas of Council – improving overall service delivery. Councils carbon footprint which contributes towards Council and the CRJOs "Net Zero" targets

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

ATTACHMENTS

1. Chargeworks Report to SVC- Electricity Retail Agreement Review - Oct 2024 (Under separate cover)

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

REPORT AUTHOR: DIRECTOR INFRASTRUCTURE & WORKS

RESPONSIBLE DIRECTOR: ACTING GENERAL MANAGER

EXECUTIVE SUMMARY:

The purpose of this report is to address the Council resolution M241/24 from the extraordinary meeting of Council held on 7 November 2024 in which it was requested a report be prepared on the non-confidential aspects of the Riverglade Caravan Park Lease agreement – Lot 2 DP868871 – Council owned land in “freehold” with Reflections Holiday Parks (Crown Land Managers).

The subject of another Council report at this meeting (Council Report No 13.1) is a Confidential Report on a draft long-term lease agreement between Council and Reflections Holiday Parks over Lot 2. That report contains all the commercial and confidential information in relation to the proposed long-term lease and a Draft Heads of Agreement.

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

Council at its Extraordinary Meeting held on 7 November 2024, resolved that a report be prepared on the non-confidential aspects of the Riverglade Caravan Park Lease agreement – Lot 2 DP868871 – Council owned land in “freehold” with Reflections Holiday Parks (Crown Land Managers) report presented at that meeting. The Council resolution is below.

M241/24 RESOLVED:

THAT COUNCIL:

1. Request the Interim General Manager prepare a report on the non-confidential aspects of report 'Riverglade Caravan Park Lease Agreement Lot 2 - DP868871- Reflections Holiday Park' for public release.

Cr Thomson/Cr Inglis

CARRIED UNANIMOUSLY

Public Expressions of Interest – Snowy Valleys Caravan Parks

Snowy Valleys Council called for Public Expressions of Interest (EOI – 2023/2) for experienced and highly motivated operators to drive the daily operations of the Snowy Valleys Council's portfolio of Caravan Parks on 27 November 2023. Applications for the EOI closed at 12pm on 12 February 2024 and Council received four (4) submissions.

The four (4) Caravan Park sites that were the subject of the EOI are situated in the townships of Adelong, Batlow, Tumut, and Tumbarumba and collectively cover a total area of 13.91 hectares and contain 78 x

self-contained cabins, 176 x powered caravan park sites, 59 x unpowered sites, and over 100 x informal camping sites.

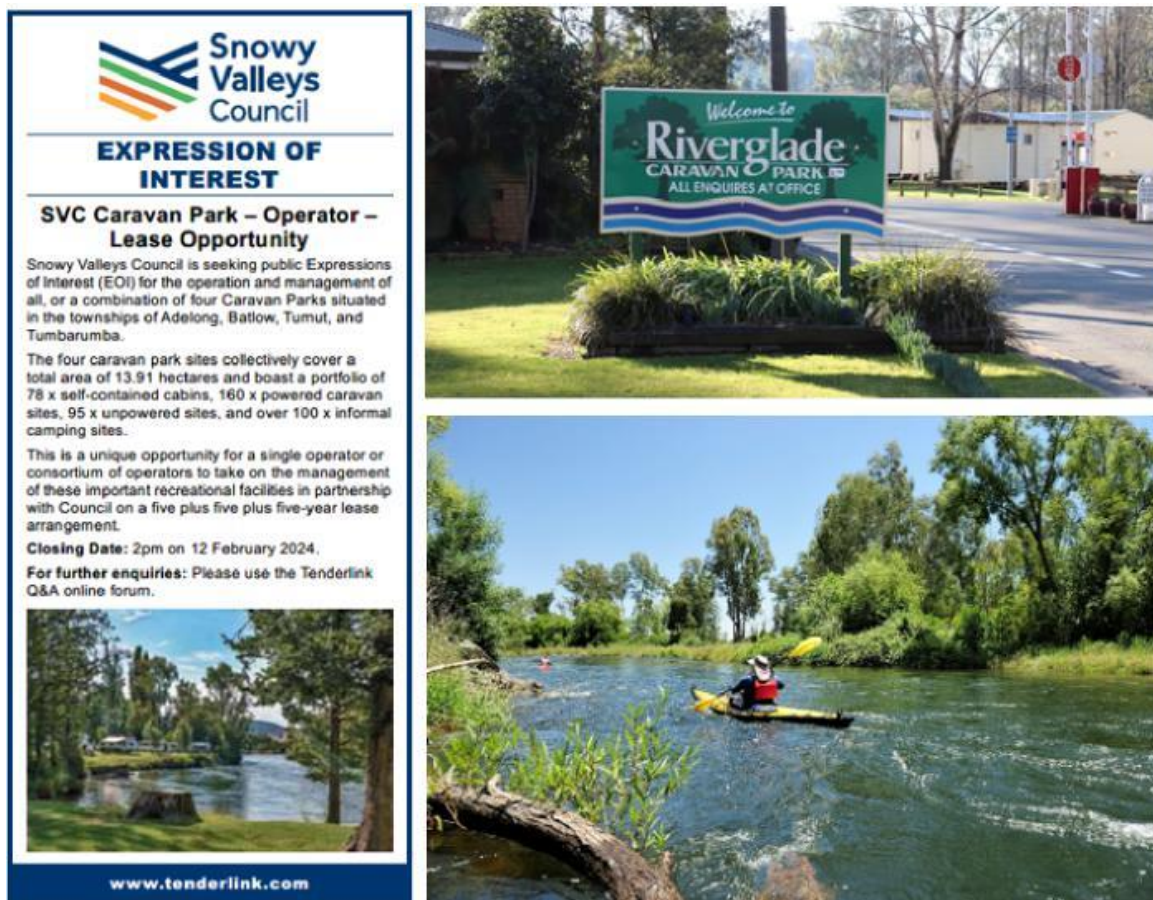


Photo 1. Copy of Advertisement that was displayed in the Sydney Morning Herald, Canberra Times, Herald Sun and Wagga Daily Advertiser newspapers and accompanying imagery that formed part of the EOI Documentation.

One of the submissions received by Council was from Reflections Holiday Parks which is the trading name for NSW Crown Holiday Parks – Land Manager. Reflections Holiday Parks are a Category 1 Land Manager formed under the *Crown Land Management Act 2018*. The entity is a self-funded business for all operational activities generating revenue via holiday guests paying for tourist accommodation at Holiday Parks, Camping and Caravan parks across the state.

Council Briefing 6 June 2024

Council was provided with a detailed briefing on the outcome of the Public Expressions of Interest on 6 June 2024. The briefing contained detailed information on the offers that Council had received including both financial offers (commercial rent and capital improvements at Caravan Park sites) and non-financial offers such as in-kind contributions towards marketing and community initiatives.

Expressions of Interest (EOI) Offer from Reflections Holiday Parks – Crown Land Managers

In summary, the offer that was received by Council from Reflections Holiday Parks (Reflections) was assessed by the EOI assessment panel as being a low commercial offer compared with other submissions received.

Reflections only put one financial offer into Council as part of the EOI which was for the Riverglade Caravan Park in Tumut. They put in non-financial offers for the Adelong, Batlow and Tumbarumba Caravan Parks by way of offering a marketing (in-kind) contribution to promote those Caravan Parks sites on behalf of council.

Reflections stated in their EOI submission that the reason they were only interested in one of Council's Caravan Park sites (Riverglade Caravan Park site at Tumut) and not the other Caravan Park sites at Adelong, Batlow and Tumbarumba was as follows:

"After a period of detailed due diligence and understanding the significant offering for worker accommodation it was clear to Reflections that three of the parks do not fit within our current brand and operating processes".

Direct quote from Reflections EOI submission – received 12 February 2024.

The financial offer was considered a low offer compared to other offers Council had received from two other submitters, however Reflections in their EOI submissions did state to Council that this offer included the purchase of the 36 x onsite cabins in the Caravan Park. The onsite cabins in the Caravan Park are of various makes and ages and are in varying condition ranging from new (2-3 years old) to quite old (10-15 years old).

Council has no information or oversight on the commercial arrangement that Reflections have in place for the purchase of the cabins from the current lessee (Riverglade Holdings Pty Ltd), all of which are owned by the lessee.

No alternative offers were provided by Reflections other than they were offering a direct cash contribution to Council's marketing budget.

Reflections also pledged further **in-kind annual** marketing support each year for Reflections specialist marketing team to assist in driving local events and visitation to the Region to benefit all park operators.

It is not clear whether either of these contributions (Cash or in-kind) would be increased over the life of the lease with Council if Reflections were awarded the lease on the Riverglade Caravan Park in Tumut.

Capital Works Contribution

Reflections outlined in their EOI submission that they would undertake the following Capital Improvement Works at the Riverglade Caravan Park site in Tumut. The following is a direct extract from Reflections EOI submission – received 12 February 2024:

Key observations from site visits conducted by Reflections Group Manager of Operations and Regional Manager identified the following opportunities:

- *Internet – Reflections will install a high-speed Internet connection for management of the site.*
- *Guest Wi-Fi – Reflections will install a reliable guest Wi-Fi system.*
- *CCTV System – whilst the site has boom gates there were minimal CCTV cameras and this is seen as an important for guest security and access control monitoring.*
- *Subject to Reflections internal approval and authority approvals the installation of Glamping Tents at the park is seen as a great opportunity to expand the accommodation offering and keep the nature-based feel.*

The estimated capital costs are outlined in the Confidential report.

Conclusion

Overall, Reflections financial offer was considered below market rate compared to other submissions Council received.

Overall, the EOI assessment panel recommended that Council should not accept Reflections cash or "in-kind" offers on any of the four (4) Caravan Park sites, as they were below market offers, as indicated in the other responses Council received for the EOI.

Council removed as Crown Land Manager – Lot 3 – Letters from Crown Lands and Public Spaces 12 July 2024

On 12 July 2024, Council received a letter from the Acting Deputy Secretary of Crown Lands and Public Spaces that it was the Minister's intention to remove Council as Crown Lands Manager of both the Crown

Land portion (Lot 3 or 5.366Ha) of the Riverglade Caravan Park in Tumut and also as Crown Land Manager of Tumbarumba Caravan Park which sits wholly within Crown Land.

A further letter from the Acting Deputy Secretary of Crown Lands and Public Spaces was received on 18 July 2024 confirming that it was the intent of the Minister to remove Council as Crown Land Manager on both sites and install NSW Crown Land Managers Reflections Holiday Parks as the Crown Land Manager at both sites.

On 25 July 2024, Council received a formal letter of offer from Reflections Holiday Parks for Lot 2 of the Riverglade (Tumut) Caravan Park which was rejected by Council.

Due to the letters received from the Acting Deputy Secretary of Crown Lands and Public Spaces about the Minister's intent to remove Council as Crown Land Manager at both the Riverglade Caravan Park, Tumut and Tumbarumba Caravan Park, Council issued a revised letter via its solicitors to the operators of the Riverglade Caravan Park on 26 July 2024, extending the lease for a further four (4) months to 30 November 2024. The intention of the lease extension which was agreed to by Crown Lands and the current operators of the

Caravan Park – Riverglade Holdings Pty Ltd was to allow for Council and Crown Lands to negotiate a mutually beneficial outcome over the future of the whole site.

On Thursday, 8 August, 2024, Council's Interim General Manager was informed by telephone by the Acting Deputy Secretary of Crown Lands and Public Spaces that the Minister had made his decision to remove Council as Crown Lands Manager from Lot 3 – DP 868871 – 5.366 Ha at the Tumut Caravan Park. Lot 3 comprises approximately 75% of the Caravan Park site. Council would retain the balance of the site which is comprised of Lot 2 DP868871 – 1.529 Ha of land which it owns in Freehold.

The Minister's decision to remove Council as Crown Land Manager of Lot 3 and install Reflections as the Crown Land Manager was formally gazetted the following day, 9 August and published in the Gazette.

The reasons the Minister gave for his decision to remove Council as Crown Lands Manager of this site are outlined in the letters Council received from the Acting Deputy Secretary of Crown Lands and Public Spaces on 12 July 2024 and then again on 18 July 2024. Refer to Attachments 1 and 2 of this report.

A summary of the reason is provided below from the letter Council received on 12 July 2024:

"The Minister considers this to be an opportunity to improve visitor experience for the Snowy Valleys local government area and for the NSW government, through Reflections Holidays management of these parks, to create destinations of choice for tourists looking for outdoor adventures. It is also an opportunity to enhance support to local businesses and communities and enable Council to focus on other core responsibilities."

Extract from the letter Council Received from the Acting Deputy Secretary of Crown Lands and Public Spaces on 12 July 2024.

A summary of the reason is provided below from the letter Council received on 18 July 2024:

"As a result of the Council's decision, multiple local businesses and stakeholders made representations to the Minister and other NSW elected and government officials, expressing grave concern about the implications of this decision if it were implemented. In particular, local tourism-related businesses were concerned that the loss of cabins at the caravan park will result in a drop in visitors to the region, with flow-on impacts for the local economy. Larger businesses in the area, such as VISY, may also rely on the cabins at certain times for their own operational needs. The removal of the cabins would potentially mean that pre-bookings would be lost and future arrangements uncertain."

On the strength of the representations, the Minister sought advice on future management options for the two caravan parks that would avoid the growing risk that Riverglade Caravan Park would either close or have its functioning severely compromised, including the loss for a time of all roofed accommodation."

The Minister decided to transition management of the caravan parks to Reflections. This option avoids the potential impact on the operations of Riverglade Caravan Park since Reflections have

reached an in-principle agreement with the lessee over the cabin stock; provides an economic return to Council; reduces Council's asset management responsibilities over the sites; and advances the outcomes of the State strategic plan for Crown land, Crown land 2031, including that Crown land assets are accessed, activated and sustained. Reflections will be able to maintain and grow the existing accommodation options at the caravan parks, benefiting local business, residents and visitors alike. Reflections manages 40 holiday parks across NSW on Crown land and has a very strong marketing reach. By boosting its regional presence, Reflections will be able to support tourism strategies that connect and showcase many small towns across the region. The government is not confident that Council will be able to deliver the same level of capital investment or marketing reach and activation, either through direct management of the parks or through a further EOI process.

Crown Lands strongly encourages Council to meet with Reflections and the department as a matter of urgency to ensure that the cabins at Riverglade Caravan Park remain available to visitors after 31 July 2024. The department is confident that the transition can occur in a way that brings benefits to the whole community, including to Council.

Crown Lands also invites Council to provide any new information about either of the caravan parks that is relevant to the transition or to Council's interests and objectives. The Minister will take any new information into account.

I will arrange for your office to be contacted to set up a meeting between yourself, Reflections and Crown Lands, should you be agreeable to this process.

Yours sincerely

Acting Deputy Secretary

Crown Lands and Public Spaces

Department of Planning, Housing and Infrastructure"

Extract from the letter Council Received from the Acting Deputy Secretary of Crown Lands and Public Spaces on 18 July 2024.

Note: Council had been the Crown Land Manager of this land including the Riverglade Caravan Park site since 1929.

Council Briefing 15 August 2024

On Thursday 15 August 2024, Council was provided with a briefing update on the negotiations Council had undertaken with Crown Lands and the Reflections Holiday Parks General Manager on the status of the future of the Caravan Park. The briefing provided Council with a detailed timeline of events and the discussions Council has had with both Crown Lands and Reflections since 6 June 2024 and up to the time that Council was removed as Crown Land Manager on 9 August 2024.

The briefing highlighted that Council wanted to negotiate in good faith an outcome that would be mutually beneficial to all parties before any decision was made to remove Council as the Crown Land Manager for Lot 3 of the Caravan Park.

Evidence of both Council and Crown Lands willingness to negotiate a mutually beneficial outcome was provided to Councillors in the briefing presentation.

The briefing clearly outlined that Council had done everything requested of it by Crown Lands, however, as already outlined on 8 August 2024, Council was notified by the Acting Deputy Secretary of Crown Lands that the Minister had made a decision and Council would be removed as Crown Land Manager for Lot 3 and Reflections Holiday Parks would be appointed as Crown Lands Manager for this part of the Caravan Park in its place.

The general feeling amongst Staff and Councillors was that both Crown Lands and Reflections Holiday Parks had been misled in their dealings and negotiations with Council since the commencement of the Public Expression of Interest process through to Council being removed as Crown Land Manager on 9 August 2024 and Reflections being appointed as Crown Land Manager in Council's place.

Council, at its meeting on 15 August 2024 (the last meeting of the elected Council at that time) resolved via a rescission motion to amend points 6, 7 and 9 of the 20 June 2024 Council resolution – M136/24 – whereby it was formally recorded as a resolution of Council that the existing lease at the Tumut Caravan Park with Riverglade Holdings Pty Ltd would be extended to 30 November 2024 and that all obligations of the current lease with the incumbent lessee would remain in place for that period of time including the lessee's obligations to remove all the cabins and related infrastructure from Council's land as per the original clauses in the lease.

Note: Reflections Holiday Parks was one of the submitters to Council's Public Expression of Interests for the management and operation of its Caravan Parks earlier in the year but was not the preferred option because Council had received a superior offer from a competitor which it was in negotiations with at the time when Council was removed as Crown Land Manager.

Caravan Park Valuations - Riverglade Caravan Park - Tumut

Council engaged specialist land and property valuation consultants Opteon to prepare a valuation on what the market rent (Net Value) of Council's portion of the site (Lot 2) is worth to Council if commercially leased.

Note: Council does not own the 20 x cabins that are currently located on Lot 2. These cabins are currently the property of Riverglade Holdings Pty Ltd who were the current lessee and operator of the Caravan Park site. These 20 x cabins have also been valued by the specialist land and property valuation consultants.

The specialist land and property valuation consultants have also undertaken a valuation on what the market rent (Net Value) of Crown Lands (Reflections Holiday Park) portion of the site (Lot 3 which is 5.366Ha of land now managed by the Crown) is worth.

Note: It has not been confirmed if Crown Lands (Reflections Holiday Parks) owns the 36 x cabins that are currently located on Lots 2 and Lot 3. These cabins are currently the property of Riverglade Holdings Pty Ltd who entered into a License agreement with Crown Lands (Reflections Holiday Parks) to operate the Caravan Park site as a whole. Council's existing lease with Riverglade Holdings Pty Ltd was in place until 30 November 2024.

Council is not been made aware of the commercial arrangement between Reflections and Riverglade Holdings Pty Ltd in relation to the cabins.

The previous lease for the Riverglade Caravan Park which Council held with Riverglade Holdings Pty Ltd expired on 30 November 2024. This lease encompassed the whole site comprised of Lot 2 (1.529Ha owned in Freehold by Council) and Lot 3 (5.366Ha) which has now been taken back by Crown Lands as of 9 August 2024 has been in place with the current lessee Riverglade Holdings Pty Ltd since 1 January 2021. This lease expired on 31 December 2024 and Council via its solicitors issued a letter to Riverglade Holdings Pty Ltd extending the lease at Tumut Caravan Park by 6 months to 30 June 2024 while the assessment of the submissions received through the Public Expression of Interest (EOI) was being undertaken. Council then extended the lease again via its solicitors to 30 November 2024.

Prior to the now expired lease with Riverglade Holdings which expired on 30 November 2024, Council had previously leased the Caravan park site to the same lessee, Riverglade Holdings Pty Ltd since the year 2000.

Short Term Lease between Reflections Holiday Parks and Snowy Valleys Council - 22 November 2024

Council at its Extraordinary Meeting held on 7 November 2024, in the spirit of wanting to work collaboratively with Crown Lands and Reflections Holiday Parks to find a mutually beneficial outcome between all parties agreed to grant Reflections Holiday Parks a short term seven (7) month lease over Lot 2 -1.529Ha.

Lot 2 contains twenty (20) x cabins (Not owned by Council) an amenities block and other associated campground infrastructure.

Council at its Extraordinary Meeting held on 7 November 2024 resolved the following:

M239/24 RESOLVED:

THAT COUNCIL:

1. Authorise the Interim General Manager or delegate to enter into direct negotiation and finalise the draft Lease with Reflections Holiday Parks to 30 June 2025;
2. Authorise the Interim General Manager at the end of successful negotiations to enter into a new lease arrangement with Reflections Holiday Parks for the Council owned property Lot 2 - DP868871 – 1.529 Ha of land at the Riverglade Caravan Park to 30 June 2025;
3. Authorise the Interim General Manager and Mayor to affix the Council Seal and execute all associated documentation to the lease agreement;
4. Upon execution of the lease, advertise information relating to the lease / leases in accordance with the *Government Information (Public Access) Act 2009* - Part 3 Division 5 - Government Contracts with Private Sector;
5. Treat matters in the Confidential Report specified in Sections 10A(2)(d)(ii) as confidential and remain confidential until Council determines otherwise and
6. Allocate a portion of funds received from any lease to specifically undertake a comprehensive survey of the area including the parcel of land adjacent to Lot 2 - DP8688-71 and a report be tabled.

Cr Thomson/Cr Packard

CARRIED UNANIMOUSLY

Negotiations with Reflections Holiday Parks on a short term lease for Lot 2 (Council owned land in Freehold)

After the 7 November Council resolution, Council's Interim General Manager negotiated a short-term lease on Lot 2 (Council land owned in freehold) with Reflections Holiday Parks on the simple commercial terms which are included in the confidential report on this matter to Council.

The short-term lease also acknowledges that Reflections will be responsible for all operating and maintenance costs associated with Lot 2 for the lease period.

Council formally entered into a short-term lease with Reflections Holiday Parks on 22 November 2024 for seven (7) months expiring on 30 June 2025.



Figure 1. Plan of Tumut Caravan Park showing Lot 3 land taken back by Crown Land on 9 August 2024 (5.366Ha) - Crown Land Manager is Reflections Holiday Parks and Lot 2 (1.529Ha) land owned by Council in Freehold.

REPORT:

The following recommendations and Draft Heads of Agreement for a long-term lease between Council and Reflections Holiday Parks on Lot 2 1.529 Ha of land which Council owns in freehold are outlined below. The commercial aspects of the lease have been removed and are included in the Confidential Report No. 13.1 of this meeting agenda.

Recommendation (of the Confidential Report No 13.1)*THAT COUNCIL:*

1. *Enter into a long-term lease arrangement with Reflections Holiday Parks for Lot 2 - DP868871 – 1.529 Ha of land which Council owns in freehold to enable the Tumut Caravan Park to continue to operate as a Caravan Park in its current form on a 10 year lease with two x 5 x 5 year lease options to extend the lease;*
2. *Enter into the new lease arrangement with Reflections Holiday Parks for Lot 2 - DP868871 which Council owns in Freehold on the lease payment terms and lease conditions outlined in the Confidential Report – Report No 13.1;*
3. *Note the other capital improvements to the Caravan Park site valued at \$500,000 that Reflections Holiday Parks have committed to undertake in the first three (3) years of the new lease and which are incorporated as lessee obligations to be fulfilled under the new lease;*
4. *Note that Reflections Holiday Parks have committed to undertake maintenance of the Tumut Wetlands which immediately adjoins the western boundary of the site as part of the new lease. The maintenance obligations are outlined in the draft heads of agreement;*
5. *Authorise the Acting General Manager or delegate to enter into direct negotiation and finalise the draft Lease with Reflections Holiday Parks;*
6. *Authorise the Acting General Manager at the end of successful negotiations to enter into a new lease arrangement with Reflections Holiday Parks for the Council owned property Lot 2 - DP868871 – 1.529 Ha of land at the Tumut Caravan Park; and*
7. *Authorise the Acting General Manager and Mayor to affix the Council Seal and execute all associated documentation to the lease agreement.*

The following **Draft** Heads of Agreement is proposed to be considered by Council at this meeting. Note all commercial aspects of the Draft Heads of Agreement have been removed from this report and are presented to for the Councillors consideration in Confidential Report No 13.1.

The Heads of Agreement is for a long-term commercial lease arrangement with Reflections Holiday Parks for Council's portion of the Caravan Park site that it owns in Freehold, known as Lot 2 - DP868871 – 1.529 Ha.

Table 1. Summary of the Key Lease components – Reflections Holiday Parks and Council (Lot 2 only) for Riverglade Caravan Park - Tumut

Lessor	Snowy Valleys Council
Lessor Address	76 Capper Street, Tumut NSW 2720
Lessee	Reflections Holiday Parks – Trading name for NSW Crown Holiday Parks Land Manager ABN 26 087 692 248 PO Box 212 Carrington NSW 2294 Tel: (02) 4967 2233 Email: accounts@reflectionsholidayparks.com.au
Address of Property	Lot 2 Deposited Plan 868871 – Land held in “freehold” by Snowy Valleys Council that forms part of the Riverglade Caravan park – located at 2-4 Fitzroy Street - Tumut – NSW 2720
Type of Property	Caravan Park

Lessor	Snowy Valleys Council
Area (m2) Lot 2 Deposited Plan 868871	15,290m2 or 1.529Ha Refer to Map in Schedule 1
Previous Lease	The existing short-term lease with Reflections Holiday Parks for the caravan park site comprising Lot 2 expires on 30 June 2025.
Previous Annual Rent for Lot 2 as a standalone lot	\$xxxxxxx (excl. GST) or \$xxxxxxx per month and paid monthly – Paid to Council from 30 November 2024 to 30 June 2025.
Term of Lease	10 years
Lease Commencement Date	1 July 2025
Lease Expiry Date	30 June 2035
Option Term	5 + 5 years
Earliest Date to Exercise Option	4 months prior to 30 June 2035
Latest Date to Exercise Option	30 March 2035
Rent Commencement	1 July 2025
Rate of Rent / m2	\$xxxxxxx psm pa.
Annual Rent	\$xxxxxxx Pa with annual CPI increases (excl. GST) or \$xxxxxxx per month and paid monthly
Security Deposit	3 months' rent – paid up front
Annual Administration cost paid to Council	\$xxxxxxx per annum
Capital Improvements	\$xxxxxxx over three (3) years as per Reflections offer to Council 14 October 2024. The capital works improvements are to be proportioned over both parcels of land by Reflections (Lot 3 Crown Land and Lot 2 Council land – owned in freehold).
Rent Review Dates & Method	CPI - March Quarter – All Groups Sydney – to be calculated annually on Anniversary of lease.
	Outgoings (100 %)
Legal Costs	<ol style="list-style-type: none"> 1. The Lessee must pay to the Lessor, the reasonable legal costs and expenses of the lessor in connection with the lease. 2. Any stamp duty and registration fees payable in connection with this lease. 3. The costs of obtaining the consent of the Lessor's mortgagee or any head lessor, or other person which is required by the Lessee under this lease. 4. The legal costs and expenses of the Lessor incurred as a result of any default by the Lessee of this lease. 5. The exercise or attempted exercise by the Lessee or against any guarantor, to enforce the Lessor's obligations under this lease, or to terminate this lease for the lessee's breach or default.
General Repairs & Maintenance to be attended by Lessee with no cost to be attributed to Council	<ol style="list-style-type: none"> 1. The Lessee shall provide all general maintenance 2. on the site including all tree and landscaping maintenance, Building and Facilities maintenance, utility services maintenance and keeping the general areas clean and tidy including the accessway to the Tumut River Wetlands

Lessor	Snowy Valleys Council
	<ol style="list-style-type: none"> 3. The Lessor responsible for structural repairs unless required due to act of negligence by the Lessee. 4. The Lessor is responsible for the replacement of any broken plumbing, electrical/wiring, gas fittings and other apparatus that are situated underground or within internal walls and ceilings of the Property and or facilities / cabins that have broken as a result of wear and tear.
Tumut River Wetlands Area	<p>The Lessee shall manage and maintain the Tumut River Wetlands area (Crown Land) adjacent to the Caravan Park in accordance with the maintenance requirements set out in Schedule 2 of this Heads of Agreement.</p> <p>(Schedule 2 contains a plan of the wetlands and maintenance requirements shared between Council and Reflections Holiday Parks. Land Classification to be confirmed – SVC getting advice on whether its Crown Land or a “Common”)</p>
Modification to the property	<ol style="list-style-type: none"> 1. all modifications to the property and installation of cabins and other structures to have development consent from Council. 2. no alterations to the property without prior written consent from the lessor 3. no alteration to any existing services installations without prior written consent 4. the Lessee will not install any electrical equipment which will overload the cables, switchboards and other equipment that supplies electricity to the property 5. the Lessee is not to put up signs, lights, placards, names or other advertisement or notices visible from outside the Property without the Lessor’s prior written consent
Capital Improvements to be implemented by the Lessee as identified in the public Expression of Interest and offer made by Reflections Holiday Parks in February 2023 and in the offer to Council 14 October 2025. \$xxxxxxx over three years.	<ol style="list-style-type: none"> 1. Internet services – the lessee will install a high-speed Internet connection for management of the site. 2. Guest Wi-Fi – the lessee will install a reliable guest Wi-Fi system. 3. CCTV System – the lessee will upgrade and install additional CCTV cameras across the site. 4. New “Glamping Tents” - the lessee shall install at a minimum three (3) x new “Glamping Tents” in this section of the park.
Property Fit-out and other works by Lessee	The Lessee must obtain all local council approvals and other consents necessary to carry out any of the Lessee’s fit-out works on the property which is the subject of this lease.
Make Good Provisions	The Lessee is to hand back the premises to the Lessor at the end of the lease in the same condition the premises was provided to the Lessee at the commencement of the lease.
Assignment & Subletting or Mortgaging	For Lot 2 only (Council owned land in Freehold) and to facilitate transition from the previous operator (Previous Lease with Riverglade Holdings Pty Ltd), the Lessee is authorised to contract/licence the management of the holiday park from Council the enable to park to continue to operate in the short term (Until the short term license expires on 30 June 2025) should this be needed to mitigate impact to summer visitation.

Lessor	Snowy Valleys Council
	No other sub leasing and or assignment of the lease can be undertaken without the written consent of the Lessor (Council) on Lot 2.
End of Lease Responsibilities	<ol style="list-style-type: none">1. The Lessee may except as otherwise expressly provided for the within lease at or prior to the expiration of the lease must remove from the demised premises all accommodation cabins, furniture, fixtures, fittings, plant, equipment, or other articles / property upon the demised premises in the nature of trade or tenants' fixtures brought upon the premises by the Lessee. This includes any items including all accommodation cabins that the Lessee has purchased or inherited from the previous lessee ("Riverglade Holdings Pty Ltd") over Lot 2 which expired on 30 November 2024.2. The Lessee shall in such removal do no damage to the demised premises and shall make good any damage which the Lessee may occasion thereto.3. On termination of the lease for any cause whatsoever the tenant (lessor) will promptly and peaceably remove all their goods and effects from the demised premises and in default thereof the Lessor shall be entitled to remove same to any convenient place or to any depository or store. This includes all accommodation cabins and associated infrastructure.4. The Lessor shall be entitled to make any contract for the safe storage thereof and for payment of storage fees as agent for and on behalf of the Lessee and all such costs, charges, and expenses of removal and otherwise and of storage fees shall be recoverable by the Lessor.

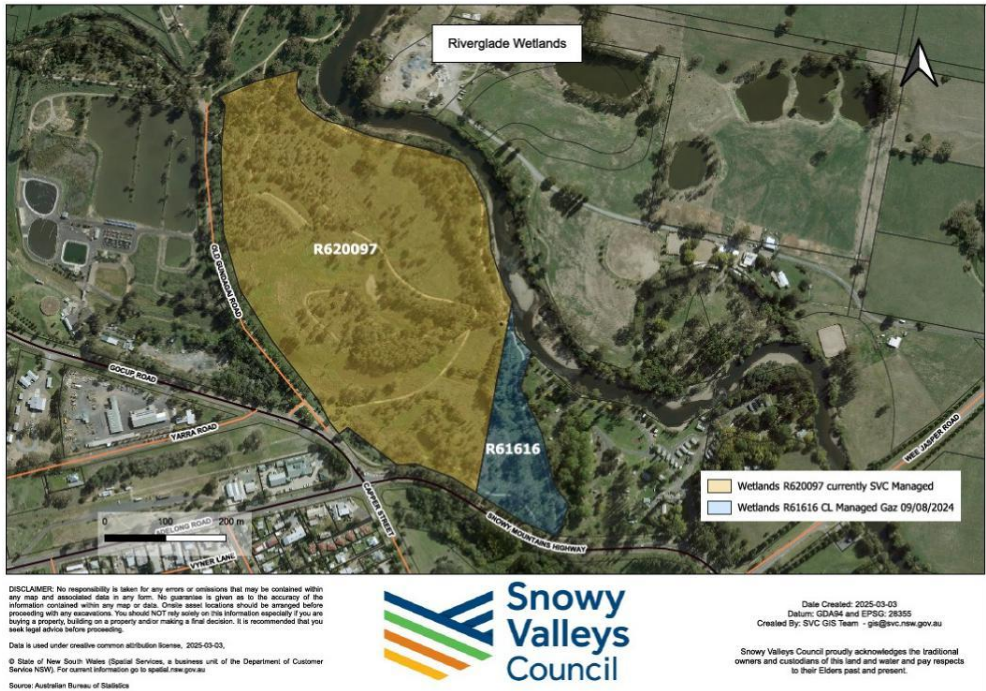


Figure 2 - Tumut Wetlands Map - Crown Land R61616 and R620097

Table 2. Maintenance requirements -Tumut Wetlands Area R620097 & R61616 – Crown Land

Maintenance Activity	Responsibility
Mowing of accessways and tracks – Area R620097 & R61616	Reflections Holiday Parks
Litter and Rubbish removal – Area R620097 & R61616	Reflections Holiday Parks
Weed control – Area R620097 & R61616	Reflections Holiday Parks
Pest control – Area R620097 & R61616	Reflections Holiday Parks
General maintenance to tracks and accessways – re-surfacing as required. Area R620097 & R61616	Reflections Holiday Parks
Repair and capital replacement of infrastructure such as seats – bridges – signage, picnic tables, fences and gates – Area R620097 only.	Council

Note: Area R620097 is Crown Land for which Council is currently the Crown Land Manager.

Area 61616 was resumed by Crown Lands on 9th August 2024 when Council was removed as Crown Land Manager from Lot 3 of the Riverglade Caravan Park – Tumut. Area 61616 was resumed by Crown Lands for the future expansion of the Caravan Park.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Community Strategic Plan Theme

Theme 4 - Our Infrastructure

Community Strategic Plan Strategic Objectives

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

Delivery Program Principal Activities

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

FINANCIAL AND RESOURCES IMPLICATIONS:

All parties have to meet their own legal costs associated with the preparation and execution of the lease.

The commercial terms of the proposed long-term lease with Reflections Holiday Parks for Council's portion of the Caravan Park site that it owns in Freehold, known as Lot 2 - DP868871 – 1.529 Ha are outlined in the Confidential report (report No 13.1) presented at this Council meeting.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Council officers will forward all documentation to Council's solicitor to ensure compliance with the *Real Property Act 1900* and associated legislation. The lease agreement will be created in accordance with the terms within the *Real Property Act 1900* and the *Corporations Act 2001* and developed by Council's solicitors.

Local Government Act 1993.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
Legal	<p>Council is unable to enter into a financially sustainable / viable lease for this land.</p> <p>Council will have to manage the property in house using Council's own resources and find a suitable purpose for the land.</p>	<p>Additional staffing, resource and Property Management Risk for Council.</p> <p>Poor financial return to Council and the community if a lease for this land cannot be entered into.</p> <p>Council's short-, medium-and long-term financial sustainability is impacted.</p>	<p>If Council can enter into a financially sustainable and viable lease for this land (Lot 2), then the full Caravan Park services to the community and visitors to the area that Council currently delivers can be maintained.</p>
Environmental & Public Health	<p>The services provided by Council and the Caravan Park through leasing this land will no longer be able to be delivered if a new lease is not established.</p>	<p>The services provided by Council and the Crown through Reflections Holiday Parks via leasing this land will no longer be able to be delivered if a new lease is not established.</p>	<p>Council and the current Operator of Lot 3 (Crown Lands) will be able to continue to deliver the current Services to the community that are enabled through Council leasing this property.</p>
Financial	<p>Council and the current Operator of Lot 3 (Crown Lands) will be able to continue to deliver the current Services to the community that are enabled through Council leasing this property.</p>	<p>Council will have to manage the property itself which it currently does not have the staffing or financial resources to do.</p> <p>The revenue foregone to Council if a financially sustainable or viable lease for the property cannot be established will impact Council's financial sustainability in the short, medium and long term and its ability to deliver services to the community.</p> <p>Council's ability to maintain the property in a condition that enables it to be "fit for purpose" and deliver services to the community is diminished.</p>	<p>If Council can enter into a financially sustainable and viable lease for this property with Reflections Holiday Parks, then the services that can be delivered through this tenant will continue.</p> <p>If Council can enter into lease that brings in some revenue and covers the outgoings on the property, the benefits to the community through being able to maintain service delivery levels and community infrastructure in line with community expectations will be sustained.</p> <p>The revenue received through a lease on this property contributes to</p>

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
			<p>the funding of services provided to the community that are in line with community expectations and standards.</p> <p>Revenue from a lease enables Council to maintain the property in a condition that is fit for purpose.</p>
People	The Services that Council and the tenant of Lot 3 (Reflections Holiday Parks) provide to the community through this property will no longer be able to be delivered if a lease cannot be established.	<p>The cost to Council and the community through not being able to deliver these services will need to be shifted to an alternative arrangement or cease to be delivered.</p> <p>If Council and the tenant (Reflections Holiday Parks) are unable to enter into a financially sustainable or viable lease for this property, the services this tenant provides to the community will no longer be delivered.</p>	Council can establish a financially sustainable / viable lease with the tenant which enables the existing services to the community to continue to be delivered.
Stakeholder	The Services that Council and the tenant provide to the community through this premise will no longer be able to be delivered if a lease cannot be established.	The property may be no longer “fit for purpose” if Council and the tenant of Lots 3 (Reflections Holiday Parks) are unable to enter into a financially sustainable / viable lease for this property. The cost to Council and the community through not being able to deliver these services will need to be shifted to an alternative arrangement / service provider or cease to be delivered.	Council can establish a financially sustainable / viable lease with the tenant which enables the existing services to the community to continue to be delivered uninterrupted.
Service Delivery	The Services that Council and the tenant provide to the	The property could be deemed no longer “fit for purpose” if Council and the tenant of Lot 3 (Reflections Holiday	Council can establish a financially sustainable / viable lease with the tenant which enables the existing services to

RISK CATEGORY	RISK/REWARD DESCRIPTION	COST/RISK	BENEFIT/ REWARD
	community through this premise will no longer be able to be delivered if a lease cannot be established.	Parks) are unable to enter into a financially sustainable / viable lease for this property. The services that the tenant currently delivers to the community via this Council owned property will no longer be delivered. Council can establish a financially sustainable / viable lease with the tenant which enables the existing services to the community to continue to be delivered uninterrupted.	the community to continue to be delivered uninterrupted.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

Yes

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Community Consultation has been attended via the Expressions of Interest process.

ATTACHMENTS

1. Letter - Acting Deputy Secretary of Crown Lands and Public Spaces in relation to removing Council as Crown Land Manager of both Tumut (Riverglade Caravan Park) and Tumbarumba Caravan Park - 12 July 2024 (Redacted) (Under separate cover)
2. Letter - Acting Deputy Secretary of Crown Lands and Public Spaces in relation to removing Council as Crown Land Manager of both Tumut (Riverglade Caravan Park) and Tumbarumba Caravan Park - 18 July 2024 (Redacted) (Under separate cover)
3. Formal Gazettal - Council removed as Crown Land Manager by the Minister of Lands and Property - 9 August 2024. (Under separate cover)

12. MINUTES OF COMMITTEE MEETINGS

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

REPORT AUTHOR: MANAGER COMMUNITY SERVICES

RESPONSIBLE DIRECTOR: ACTING DIRECTOR COMMUNITY, CORPORATE & DEVELOPMENT

EXECUTIVE SUMMARY:

The First Nations Liaison Committee is an Advisory Committee with the purpose of providing a forum for discussion between Council and the First Nations Community on key issues and reports to Council following each meeting.

RECOMMENDATION:

THAT COUNCIL:

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

BACKGROUND:

The First Nations Liaison Committee currently has ten (10) voting members and one (1) non-voting member. In-line with Council's Committee Operation Manual, committees can elect a minimum of three (3) and a maximum of twelve (12) voting members.

REPORT:

At the First Nations Liaison Committee meeting held on 19 February 2025, key agenda items were discussed, and details are included in the attached minutes.

LINK TO COMMUNITY STRATEGIC PLAN AND DELIVERY AND OPERATIONAL PLAN:

Integrated Planning and Reporting Framework:

Delivery Program and Operation Plan Strategic Directions

Theme 1 - Our Community

Theme 5 - Our Civic Leadership

Community Strategic Plan Objectives

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

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

Delivery Program Principal Activities

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

1.5 Value our heritage and promote civic pride

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

FINANCIAL AND RESOURCES IMPLICATIONS:

Preparation for the First Nations Liaison Committee meetings are included in the duties of the Manager Community Services. Events such as NAIDOC Week, Reconciliation Week and events identified in the Reconciliation Action Plan and providing remuneration to Elders performing "Welcome to Country" stated in the First Nations Cultural Protocols are also included in the Community Development budget.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Section 375 of the *Local Government Act 1993* requires Council to keep full and accurate minutes of meetings.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

N/A

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

N/A

ATTACHMENTS

1. Minutes - First Nations Liaison Committee - 19 February 2025 (Under separate cover)

12.2. MINUTES - LOCAL TRAFFIC COMMITTEE - 12 FEBRUARY 2025**REPORT AUTHOR: ROAD SAFETY OFFICER****RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS**

EXECUTIVE SUMMARY:

The Local Traffic Committee is a statutory Committee with representatives from NSW Police, Transport for NSW (TfNSW), Local Members of Parliament, Councillors and Council staff.

The purpose of the Committee is to update Council on matters related to prescribed traffic control devices and traffic control facilities for which Council has delegated authority.

RECOMMENDATION:**THAT COUNCIL:**

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

ITEM 8.1 REQUEST ADDITIONAL DISABILITY PARKING SPOTS IN WYNYARD STREET TUMUT

That the committee recommend to Council:

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

ITEM 8.2 REQUEST SIGNAGE BANKSIA & WILGA STREET TUMUT

That the committee recommend to Council:

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

ITEM 8.3 REQUEST 2 HOUR PARKING FOR WYNYARD STREET TUMUT

That the committee recommend to Council:

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

BACKGROUND:

The Local Traffic Committee is primarily a technical review Committee with representatives from Transport for NSW, NSW Police, representatives of elected members of Parliament and Council representatives, related to traffic control devices, facilities and Events related to roads and transport within the Local Government area that are not Federal, State nor private roads.

REPORT:

The Local Traffic Committee meeting held on the 12 February 2025, key agenda items were discussed, and details are included in the attached Minutes.

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

Theme 4 - Our Infrastructure

Theme 5 - Our Civic Leadership

Community Strategic Plan Strategic Objectives

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

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

Delivery Program Principal Activities

4.1 Plan and provide sustainable transport infrastructure, including footpaths, walking tracks and cycleways

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

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

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

FINANCIAL AND RESOURCES IMPLICATIONS:

External resources are utilised to prepare the reports for the Local Traffic Committee and the provision of Executive Staff of the Committee.

The delivery of traffic safety initiatives proposed by the Local Traffic Committee are subject to the availability of funding. Council has allocated budget for the commencement of agreed road safety initiatives. The items outlined in this report will be actioned as time and resources are available.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

The requirements for Council to maintain a Local Traffic Committee are obtained within the *Roads Act 1993* with Terms of Reference being provided by Transport for NSW (A Guide to the Delegates to Council's for the Regulation of Traffic (including the operation of Traffic Committees) RTA 2009).

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Risk Management Assessments are provided with Special Event Applications.

Risk Management is considered as part of the roles to the Local Traffic Committee.

OPTIONS:

Council may choose to:

1. Endorse the recommendations made by the Local Traffic Committee as described in this report and the Minutes, as attached.
2. Endorse some of the recommendations made by the Local Traffic Committee as described in this report and the Minutes, as attached.
3. Not endorse the recommendations made by the Local Traffic Committee as described in this report.
4. Reject or defer the report.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The traffic management of Events that occupy road reserves requires consultation with NSW Police, Transport for NSW, Snowy Valleys Council, Road Managers, Event Organisers and other stakeholders. Changes to the road environment require communication with the Community.

ATTACHMENTS

1. Minutes - Local Traffic Committee Meeting held 12 February 2025 (Under separate cover)

12.3. MINUTES - TUMUT AERODROME COMMITTEE - 11 FEBRUARY 2025**REPORT AUTHOR: DIRECTOR INFRASTRUCTURE & WORKS****RESPONSIBLE DIRECTOR: ACTING GENERAL MANAGER**

EXECUTIVE SUMMARY:

The Tumut Aerodrome Committee is an advisory committee of Snowy Valleys Council. The purpose of the Committee is to advise Council in strategic matters concerning the Tumut Aerodrome.

This report has been prepared to accompany the minutes from the Aerodrome Committee meeting on 11 February 2025.

RECOMMENDATION:**THAT COUNCIL:**

1. **Note the Minutes of the Tumut Aerodrome Committee held on 11 February 2025; and**
2. **Adopt the following recommendation/s from the minutes:**
 - 2a. **Approve the re-nomination from Glenyce Francis, Fred Kell, Graham Smith, Bridget Ryan, Peter Wilson, and Tony Clee to the Tumut Aerodrome Committee.**

BACKGROUND:

At its meeting on 11 February 2025, the Tumut Aerodrome Committee considered the following matters:

- Update on the Aerodrome Stage 2 Project – Construction Phase 2
- Aerodrome Property Acquisitions
- Financial Sustainability Workshop for Aerodrome
- Status of Skyfuel – Now Viva – licence arrangement with Council
- Changing the radio frequency at Tumut Aerodrome
- RFS Hangar at Tumut Aerodrome – softwoods working group grant
- RFS Fire Control Centre Update at Tumut Aerodrome
- Hangar leases – Payment of rent at Tumut Aerodrome
- EOI for Hangar space – leases at Tumut Aerodrome
- CASA Survey and validation at Tumut Aerodrome

REPORT:

At the Tumut Aerodrome Committee meeting held on 11 February 2025, key agenda items were discussed, and details are included in the attached minutes.

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

Theme 4 - Our Infrastructure

Community Strategic Plan Objectives

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

Delivery Program Principal Activities

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

FINANCIAL AND RESOURCES IMPLICATIONS:

None identified

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

None Identified

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

None identified.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

The Tumut Aerodrome Committee is a form of community engagement.

Multiple other community engagements have taken place for the various projects discussed in the committee meeting.

ATTACHMENTS

1. Minutes - Tumut Aerodrome Committee - 11 February 2025 (Under separate cover)

12.4. MINUTES - GLENROY HERITAGE RESERVE COMMITTEE - 5 FEBRUARY 2025**REPORT AUTHOR: MANAGER TECHNICAL SERVICES****RESPONSIBLE DIRECTOR: DIRECTOR INFRASTRUCTURE & WORKS**

EXECUTIVE SUMMARY:

The Glenroy Heritage Reserve Committee is a Section 355 Committee of Council and meets on a quarterly basis.

This report seeks adoption of the Glenroy Heritage Reserve Committee Meeting Minutes from 5 February 2025.

RECOMMENDATION:**THAT COUNCIL:**

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

BACKGROUND:

The Glenroy Heritage Reserve 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 Shop and purchasing of furniture and fittings for the Museum.

REPORT:

At the Glenroy Heritage Reserve Committee meeting held on 5 February 2025, key agenda items were discussed, and details are included in the attached minutes.

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

Theme 5 - Our Civic Leadership

Community Strategic Plan Objectives

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

Delivery Program Principal Activities

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

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

FINANCIAL AND RESOURCES IMPLICATIONS:

The Committee raises funds through the craft shop sales, museum visits donations, and tour bus catering that allow the Committee to continue operations and contribute to maintenance jobs at the Museum and the Reserve.

POLICY, LEGAL AND STATUTORY IMPLICATIONS:

Nil.

RISK MANAGEMENT / COST BENEFIT ANALYSIS:

Benefits of the Glenroy Heritage Reserve Committee and Sub Committees include, but are not limited to, the opportunity for socialisation of the volunteer group while providing an educational Historical facility to bring visitors to the area.

Risk Management - All volunteers are registered under Council's volunteer management framework and have completed current volunteer inductions.

OPTIONS:

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

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil.

ATTACHMENTS

1. Minutes - Glenroy Heritage Reserve Committee - 5 February 2025 (Under separate cover)

13. CONFIDENTIAL

Section 10D of the *Local Government Act 1993* provides that Council may close to the public that part of the meeting that deals with matters of a confidential nature:

LOCAL GOVERNMENT ACT 1993 - SECT 10A

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

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

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

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

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

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

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

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

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

RECOMMENDATION:

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

**11.4 CONFIDENTIAL ATTACHMENTS - NEW AMENITIES FACILITY ON COUNCIL
RESERVE LICENCE AGREEMENT - VICTORIA HILL ROAD ADELONG - ADELONG
PROGRESS ASSOCIATION**

Attachment 1 (under separate cover) to Item 11.4 is confidential under the *Local Government Act 1993* Section 10A (2)(d)(c) as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct), business, and Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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

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

14. MEETING CLOSURE