

**MINUTES OF THE ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

IN ATTENDANCE: Councillors Wilton (Chairperson), Meyer, Hicks, O'Neill, Quinn, Schilg, Stewart and Weston.

PRESENT: General Manager, Director Corporate and Community Services, Director Environment & Planning, Director Engineering and Executive Assistant.

Cr O'Neill offered a prayer to open the meeting.

ACKNOWLEDGEMENT OF COUNTRY

The Mayor (Chairperson) offered an Acknowledgement of Country at the commencement of the meeting.

DECLARATION OF PECUNIARY INTEREST OR NON PECUNIARY INTEREST (CONFLICT OF INTEREST)

Nil.

APOLOGY

4687 RESOLVED [Meyer/Quinn]

That the apology for Cr Osborne be received and leave of absence granted.

The Mayor offered sincere condolences to the Director Corporate and Community Services, David Smith and his family on the passing of his mother.

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 3 MAY 2017

4688 RESOLVED [Meyer/Weston]

That the Minutes of the Ordinary Meeting of Greater Hume Shire Council held at Culcairn on Wednesday, 3 May 2017 as printed and circulated be confirmed as a true and correct record of the proceedings of such meeting.

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ACTION REPORT FROM THE MINUTES

1. QUESTION ON NOTICE – COUNCIL STAFF WORKING IN THE FIELD – WHS ISSUES

Cr Quinn queried progress in relation to staff working in the field with regard for potential WHS issues. General Manager advised that the matter may sort itself out because Council has joined with Lockhart Shire Council in submitting an application under the Fit for the Future Innovation Fund for grant funding for the establishment of a fleet management system across Council's operations with specific functionality in relation to driver management and distress alarm functions for operators of Council's plant working alone.

2. QUESTION ON NOTICE – PROCESS FROM HERE FOR THE APPLICATION TO EXTEND THE GROUNDS OF JINDERA RFS FACILITY

Cr Hicks queried progress in the matter. In response, Director Corporate & Community Services advised that correspondence has been received from Crown Lands whereby an alternate proposal has been presented by Crown Lands to bring this matter to a successful resolution. Management is to review the proposal and a further report will be presented to the June 2017 Council Meeting.

3. CLOSED COUNCIL – ROSLER PARADE, HENTY 3 LOT SUBDIVISION

Cr Meyer queried progress with regard to the three lot subdivision in Rosler Parade, Henty. In response General Manager advised that it is not intended to progress the matter until there is interest shown.

4. QUESTION ON NOTICE – CARROLLS LANE DRAINAGE SYSTEM

Cr Quinn queried progress in the matter. Director Engineering advised that work is currently being undertaken at present by Council staff, however no discussions have yet occurred with Federation Council on maintenance of the remainder of the system.

5. 4484 – LOOSE FILL ASBESTOS INSULTATION UPDATE

Cr Meyer queried the relevance of this item remaining on the report given more recent activities. General Manager agreed that the item should be removed from the report.

OFFICERS' REPORTS – PART A – FOR DETERMINATION

GOVERNANCE

1. REVISED BUSINESS CONTINUITY PLAN

4689 RESOLVED [Meyer/Hicks]

That the revised Business Continuity Plan/Procedure as presented in **ANNEXURE 1** be adopted.

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2. 2016/2017 DELIVERY PLAN – REPORT AS AT 31 MARCH 2017

4690 RESOLVED [O'Neill/Quinn]

The report be received and noted.

3. REFORMATTING OF COUNCIL'S ANNUAL RATES NOTICE TO ALLOW FOR GENERAL RATES AND OTHER CHARGES TO BE ON A SEPARATE NOTICE FROM WATER AND SEWERAGE CHARGES

4691 RESOLVED [Quinn/Schilg]

That:

1. Council endorse the engagement of Seaview IT Solutions at a cost of \$6,045 exc. GST to undertake software amendments to enable Water and Sewerage Annual Charges to be levied on a separate notice for consumers of the Villages and Culcairn Water Schemes from 1 July 2017.
2. Council levy sewerage annual charges on the rates notice for Greater Hume Shire ratepayers that are consumers of Riverina Water (e.g. Henty, Holbrook and Walla Walla) for the 2017/2018 Financial Year.
3. the implementation and ongoing costs of issuing separate notices for water and sewerage annual charges be allocated proportionately to the Water and Sewerage Funds.

4. POLICY DEVELOPMENT – LOCAL PREFERENCE PURCHASING POLICY

MOTION [Meyer/Hicks]

That:

1. the draft Local Preference Purchasing Policy be adopted and placed on public exhibition for a period of 21 days.
2. a further report be submitted to the June meeting to consider any submissions received on the draft Local Preference Purchasing Policy.

4692 AMENDMENT [Quinn/Stewart]

That adoption of the Local Preference Purchasing Policy be deferred until the June 2017 meeting, pending further consideration of the issue where key principals of the business are ratepayers of Greater Hume Shire but the business is located outside the shire.

General Manager offered to circularise the amended policy to councillors, seeking their input to the revised wording.

ON BEING PUT TO THE VOTE, THE AMENDMENT WAS CARRIED, BECAME THE SUBSTANTIVE MOTION AND AGAIN ON BEING PUT TO THE VOTE, WAS CARRIED.

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5. CONSIDERATION OF WITHDRAWAL FROM RIVERINA AND MURRAY REGIONAL ORGANISATION OF COUNCILS

4693 RESOLVED [O'Neill/Schilg]

That in accordance with section 43 of the Agreement between the Riverina and Murray Regional Organisation of Councils and member Council Greater Hume Shire Council provide notice of its intention to withdraw from Riverina and Murray Regional Organisation of Councils effective 31 December 2017.

6. ANNUAL LEAVE – GENERAL MANAGER

4694 RESOLVED [Meyer/Hicks]

That:

1. the following amendment be made to the Mayoral delegation:
 - a. *Appointment of an Acting General Manager for a period of up to 10 working days following a recommendation from the General Manager.*
2. where possible an information report be submitted to Council on such appointments prior to the appointments taking effect.

7. DRAFT DISABILITY INCLUSION ACTION PLAN

4695 RESOLVED [Quinn/Stewart]

That:

1. the draft Disability Inclusion Action Plan be endorsed by Council and placed on public exhibition for a period of 28 days, and
2. any submissions received be considered prior to the adoption of the Disability Inclusion Action Plan at the Ordinary Council Meeting to be held on Wednesday, 21 June 2017.

8. AUDIT, RISK AND IMPROVEMENT COMMITTEE – CONTRACT MANAGEMENT PLANNING

4696 RESOLVED [Quinn/Schilg]

That the report be received and noted.

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9. JINDERA INDUSTRIAL ESTATE – CONSIDERATION OF HOLDING COSTS

4697 RESOLVED [Hicks/Quinn]

That the report be received and noted

CORPORATE AND COMMUNITY SERVICES

1. DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021

4698 RESOLVED [Meyer/Hicks]

That the draft 2017/2021 Delivery Program and Associated 2017/2018 Operational Plan incorporating Resourcing Strategy, Statement of Revenue Policy and Estimates of Income and Expenditure for Council's General, Sewerage and Water Supply be placed on public exhibition for a period of 28 days commencing Monday, 22 May 2017.

2. INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017

4699 RESOLVED [Meyer/Hicks]

That:

1. Council note and approve the Interim Budget Review Statement as at 31 March 2017
2. Council allocate funding of \$500,000 received in December 2016 to offset the over expenditure on the sealed and unsealed road network, and
3. A further amount of \$250,000 be transferred from the Plant Reserve to offset the anticipated over expenditure on the sealed and unsealed road network to 30 June 2017.

3. CLOSURE AND SALE OF UNUSED LANE – MUNRO STREET, CULCAIRN

4700 RESOLVED [Quinn/Hicks]

That:

1. Council endorse the closure of part of the road reserve separating Lot 10 Section 32 DP 9695 from Lot 5 Section 32 DP 9695 as detailed on attached map
2. The Mayor and General Manager be authorised to execute associated documents under the Common Seal of Council.

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4. DETERMINATION OF LOCAL GOVERNMENT REMUNERATION TRIBUNAL - MAYOR'S AND COUNCILLORS' FEES

4701 RESOLVED [Hicks/Quinn]

That:

1. the fee payable to Councillors be set at \$10,693 per annum effective 1 July 2017
2. in addition to the adopted Councillor fee above, the fee payable to the Mayor be set at \$12,054 per annum effective 1 July 2017
3. an allowance of \$1,933 be paid to the Deputy Mayor from the 2017/2018 Mayoral Allowance.

ENGINEERING

1. RECONSTRUCTION OF HUESKE ROAD (CH2000 – 2838), JINDERA

4702 RESOLVED [O'Neill/Quinn]

That:

1. the tender submitted by Longford Civil of \$324,980.40 (excl. GST) be accepted for the reconstruction of Heuske Road (Ch 2000 – 2838)
2. the unsuccessful tenderers be notified
3. the General Manager and the Mayor be authorised to sign the Contract with Longford Civil under the Common Seal of Council.

2. FLOOD DAMAGE 2016 FUNDING UPDATE

4703 RESOLVED [Hicks/Stewart]

That report be received and noted.

3. INNOVATION FUND APPLICATION – ELECTRONIC FLEET MANAGEMENT

4704 RESOLVED [Meyer/Schilg]

That Council endorse the group submission with Lockhart Shire to the Innovation Fund for the installation of a fleet management system.

4. NAMING OF ALBURY STREET BRIDGE HOLBROOK

4705 RESOLVED [Stewart/Schilg]

That Council develop a draft policy for naming of bridges within the shire.

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5. ADOPTION OF WALLA WALLA FLOOD STUDY

4706 RESOLVED [Hicks/Quinn]

That Council adopt the final report on the Walla Walla Flood Study.

6. CONSTRUCTION OF HOLBROOK WORKS DEPOT

4707 RESOLVED [Meyer/Quinn]

That:

1. the tender submitted by Connelly Pty Ltd of \$443,662.00 (excl. GST) be accepted
2. the unsuccessful tenderers be notified
3. the General Manager and the Mayor be authorised to sign the contract with Connelly Pty Ltd under the Common Seal of Council.

**7. RESPONSE TO QUESTION ON NOTICE - COUNCILLOR STEWART,
CONSTRUCTION OF CULVERT ON SWEETWATER ROAD**

4708 RESOLVED [Stewart/Quinn]

That the report be received and noted.

ITEMS TO BE REFERRED TO CLOSED COUNCIL (COMMITTEE OF THE WHOLE)

1. RESPONSE TO QUESTION ON NOTICE – SHEEP IMPOUNDING

4709 RESOLVED [Meyer/Hicks]

That consideration of confidential personal dealings of the ratepayer be referred to Closed Council in accordance with section 10A (2) (b) "confidential personal dealings" of any resident or ratepayer.

REASON

On balance the public interest in preserving the confidential personal dealings of a resident or ratepayer outweighs the public interest in maintaining openness and transparency in Council decision making at this time.

PART B - ITEMS FOR INFORMATION

GOVERNANCE

1. OFFICE OF LOCAL GOVERNMENT CIRCULARS
2. LOCAL GOVERNMENT NEW SOUTH WALES (LGNSW) – WEEKLY CIRCULARS
3. TOURISM AND PROMOTIONS OFFICER'S REPORT

CORPORATE AND COMMUNITY SERVICES

1. CUSTOMER REQUEST MODULE – SUMMARIES OF MONTHLY REQUESTS
2. STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 30 APRIL
3. HUMAN RESOURCES REPORT FOR APRIL 2017

ENGINEERING

1. APRIL 2017 REPORT OF WORKS
2. WATER & SEWER REPORT – APRIL 2017

ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF MARCH 2017
2. SENIOR WEEDS OFFICER'S REPORT – APRIL 2017
3. RANGER'S REPORT – APRIL 2017

4710 RESOLVED [Meyer/O'Neill]

That Part B of the Agenda be received and noted.

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PART C – COMMITTEE AND DELEGATE REPORTS

4711 RESOLVED [[Meyer/O'Neill]

That Part C of the Agenda be received and noted.

MATTERS OF URGENCY

Nil.

QUESTIONS ON NOTICE

1. REQUEST A PRINTOUT OF CAPITAL WORKS UNDERTAKEN IN THE PAST THREE YEARS ACROSS THE FIVE MAIN TOWNS AND THE FORWARD CAPITAL WORKS PROPOSED FOR THE NEXT FOUR YEARS

Cr Schilg requested officers to provide a report as outlined above including whether the funding was external or internal funding and including any relevant comments.

2. JINDERGA GAP TURNING LANE

Cr Schilg queried if the project is totally completed. Director Engineering advised that the Jelbart Road turning lane project at the Jindera Gap was complete including the primer seal and line marking, except for the application of a final seal which will be undertaken in summer 2017/2018. Director Engineer commented that the turning lane has been extended due to complaints that the existing turn lane was too short.

3. CONTACT US LINK ON GREATER HUME SHIRE COUNCIL WEBSITE

Cr Hicks indicated that there is a possible glitch with customer requests coming through the contact us portal on the website. General Manager asked for specific details to enable effective follow up.

4. COLLECTING FIRE WOOD PERMITS

Cr Quinn queried the issuing of wood collection permits. Director Engineering advised that the policy states you must be a resident of Greater Hume Shire to be eligible for a wood collecting permit.

5. LEMKE LANE, GEROGERY WEST

Cr Quinn requested that the Director Engineering inspect Lemke Road at Gerogery West. Cr Quinn suggested that some sections of the road have become hazardous. Director Engineering indicated he will undertake the inspection and directly report back to Cr Quinn.

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6. HENTY – SLADEN STREET STREETScape PROJECT

Cr Meyer questioned when community engagement for the Sladen Street Streetscape project will commence as there is some angst in the Henty community about the project. Director Engineering advised that once the community meeting to establish a Henty Government Dam Reserve Clean Up Committee was held next week, that work could commence on planning for community engagement activities for the streetscape project.

7. UNPROTECTED HEADSTONES IN THE WAGRA AREA

Cr Quinn raised the issue of some headstones in the Wagra area that may need fencing. Cr Quinn to provide further information to Director Environment and Planning.

8. NORTH AND SOUTH HUME FREEWAY EXITS AT HOLBROOK - LACK OF SIGNAGE
HIGHLIGHTING THE SERVICES AVAILABLE FOR TRAVELLERS

Cr Stewart questioned if there is sufficient highway signage to attract travellers to stop in Holbrook. In response General Manager advised that blue highway signs are governed by Roads and Maritime Services, and for specific 'business' signage is up to the businesses to pursue. He advised that the Woolpack Inn sign (located north of Holbrook on the Hume Freeway) will be renovated shortly. General Manager indicated he would undertake an audit of signage and report back to Council on the matter.

9. CULCAIRN HOLBROOK ROAD – SECTION OF ROAD BETWEEN MORVEN AND CULCAIRN

Cr Weston raised an issue in relation to what he regards as unsafe sections of road from Morven to Culcairn, in light of the seventh accident (the latest earlier this week) on the road, and three fatalities that have occurred. He listed the curvature of some bends in the road coupled with the 100 kph speed limit as a potential risk for motorists and felt it warranted investigation. Director Engineering advised that he would investigate and report back to Council.

CLOSING THE MEETING

At this juncture the one member of the press departed the meeting room.

4712 RESOLVED [7.20pm] [Quinn/Meyer]

That the meeting be closed during the discussion of the confidential matters listed in the agenda.

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COMMITTEE OF WHOLE SECTION

4713 RESOLVED [Quinn/Meyer]

That, in accordance with the provisions of the Local Government Act 1993, Council enter into 'Committee of the Whole' for the discussion of the following items of business:

1. RESPONSE TO QUESTION ON NOTICE – SHEEP IMPOUNDING

CONFIDENTIAL - CLOSED COUNCIL (COMMITTEE OF THE WHOLE)

1. RESPONSE TO QUESTION ON NOTICE – SHEEP IMPOUNDING

RECOMMENDATION [Hicks/Quinn]

That Council enforces the debtor of \$825.00 against the owner of the sheep for exercising its obligations under the Impounding Act 1993.

ORDINARY MEETING RECONVENED

4714 RESOLVED [7.20PM] [Quinn/Hicks]

That the Ordinary Meeting be reconvened for the purpose of determining the report of the matter dealt with in Committee.

COMMITTEE REPORT

The Mayor reported that the Committee of the Whole makes the following recommendation.

RECOMMENDATIONS OF CLOSED COUNCIL (COMMITTEE OF THE WHOLE)

4715 RESOLVED [Quinn/O'Neill]

That the foregoing report and recommendations from Closed Council (Committee of the Whole) be adopted.

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There being no further business, the meeting concluded at 7.23pm.

THESE MINUTES WERE CONFIRMED at the Council meeting held on 21 June 2017 at which time the signature hereon was subscribed.

Cr Heather Wilton,
Mayor
Greater Hume Shire Council