



Greater Hume Shire

To: «Name»

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 19 OCTOBER 2016

NOTICE is hereby given that an Ordinary Meeting of the Greater Hume Shire Council will be held at Community Meeting Room, Library Complex, Library Court, Holbrook at 6.00pm.

A citizenship ceremony will be conducted at 4.45pm for the following residents:

**Mrs Susan MATHEW
Mrs Sulochanadevy PUSHPANAYAGAM
Mr Anantheraja SENTHEERAN
Master Rahgul SENTHEERAN
Miss Kaviya SENTHEERAN
Ms Delakshe SENTHEERAN**

**and will be followed by supper (prior to commencement of the formal meeting).
Councillors are encouraged to attend the ceremony and engage with the new
citizens and their families.**

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 19 OCTOBER 2016

BUSINESS TO BE CONSIDERED

1. PRAYER

2. ACKNOWLEDGEMENT OF COUNTRY

"I would like to acknowledge that this meeting is being held on the traditional lands of the Wiradjuri people, and pay my respect to elders both past and present".

**3. DECLARATIONS OF PECUNIARY INTEREST OR NON-PECUNIARY INTEREST
(CONFLICT OF INTEREST)**

4. APOLOGIES

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- Minutes of the Ordinary Meeting of Council – 21 September 2016

6. ACTION REPORT FROM THE MINUTES

7. REPORTS FROM OFFICERS

PART A For Determination

- Corporate & Community Services Item 1
- Environment and Planning
- Governance Items
- Corporate and Community Services Items 2 to 4
- Engineering

PART B For Information

- Governance
- Corporate and Community Services
- Engineering
- Environment and Planning

PART C For Information

8. MATTERS OF URGENCY

9. QUESTIONS ON NOTICE

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OFFICERS' REPORTS – PART A – FOR DETERMINATION

CORPORATE AND COMMUNITY SERVICES

1. PRESENTATION OF 2015/2016 FINANCIAL STATEMENTS

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To formally present the 2015/2016 Financial Statements and Auditors Reports to Council.

REFERENCE TO DELIVERY PLAN ACTION

Statutory matter.

DISCUSSION

Councillors will recall that a comprehensive report on the 2015/2016 Financial Statements was submitted to the September 2016 meeting of Council.

At that meeting, Council resolved to refer its 2015/2016 Financial Statements to Council's Auditor for audit. The auditor's reports were subsequently received by Council and have been attached to the General Purpose and Special Purpose Financial Statements in accordance with Section 417(1) of the Act.

The audited Financial Statements and a copy of the Auditor's Reports have been available for public inspection at Council's offices and libraries and on Council's website since Monday 10 October 2016. As required by Section 418 of the Act, Council must give seven (7) days public notice for the meeting at which it presents the Audited Financial Statements and Auditor's Reports. The public notice appeared in The Border Mail newspaper on Saturday 8 October, 2016. Section 420 of the Act requires that all submissions in respect of the audited Financial Statements must be in writing and must be lodged with Council within seven (7) days after the October 2016 Council Meeting. Copies of all submissions received must be referred to Council's Auditor. At the time of preparing this report no submissions had been received.

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PRESENTATION OF 2015/2016 FINANCIAL STATEMENTS [CONT'D]

A summary of the Financial Statements is provided below:

	2014/2015 \$,000	2015/2016 \$,000
Operating Income	\$28,718	\$34,735
Operating Expenditure	\$27,398	\$28,145
Result from Continuing Operations	\$1,320	\$6,590
Net operating result before grants and contributions provided for capital purposes	(\$1,198)	\$1,494
Total Current Assets	\$29,508	\$27,383
Total Current Liabilities	\$6,922	\$6,079
Total Non-Current Assets	\$457,511	\$466,320
Total Non-Current Liabilities	\$5,348	\$5,455
Total Equity	\$474,749	\$482,169

PERFORMANCE RATIOS		
	2014/2015	2015/2016
Unrestricted Current Ratio Assesses the adequacy of working capital and the ability to satisfy obligations in the short term the unrestricted activities of Council. (Benchmark > 2:1)	4.89:1	6.09:1
Debt Service Cover Ratio Assesses the availability of operating cash to service debt including interest, principal and lease payments.	7.69:1	9.26:1
Rates and Annual Charges Outstanding Percentage To assess the impact of uncollected rates and charges on Council's liquidity and the adequacy of recovery efforts.	8.7%	6.9%
Building and Infrastructure Renewals Ratio Assesses the rate at which assets are being renewed against the rate at which they are being depreciated	102.5%	178.7%

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PRESENTATION OF 2015/2016 FINANCIAL STATEMENTS [CONT'D]

The Audit report and financial statements have been forwarded to the Office of Local Government within the statutory timeframe.

A copy of the Financial Statements and Auditor's Reports have been **ENCLOSED SEPARATELY** for Councillors' consideration.

Council's external auditor, Mr Gary Mottau from Hill Rogers will be in attendance at the October Council Meeting to provide Councillors with a report on the conduct of the audit and the financial result for the year ending 30 June 2016.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

Development of the financial statements and external audit has been completed and a copy of the financial statements has been forwarded to the Division of Local Government on 30 September 2016, well within the statutory timeframe.

RECOMMENDATION

That:

1. In accordance with Section 419 (1) of the Local Government Act 1993, the audited Financial Statements and the Auditor's Reports for the year ended 30 June 2016 are hereby received and noted.
2. A further report be presented to the November 2016 Council Meeting detailing any submissions received in respect of Council's audited Financial Statements if applicable.

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ENVIRONMENT AND PLANNING

1. APPOINTMENT OF JOINT REGIONAL PLANNING PANEL REPRESENTATIVES

Report prepared by Director Environment & Planning – Colin Kane

REASON FOR REPORT

Council has recently been advised that it is necessary for Council to reappoint members to the Joint Regional Planning Panel as the three year appointments of the existing members Cr Denise Osborne and Mr Brent Livermore have both expired.

REFERENCE TO DELIVERY PLAN ACTION

Goal 2 A Sustainable Communities.

DISCUSSION

Council has recently been advised by the Department of Planning that state members and alternates of the joint regional planning panels have been recently appointed. A copy of the correspondence is included at **ANNEXURE 1**.

The same correspondence advised that it was necessary for Council to reappoint 2 persons as Council delegates to the panel. In accordance with relevant requirements at least one of these persons must have expertise in the following: planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering or tourism.

In the last term of the Joint Regional Panel there were two instances where an application was referred to the Panel by Greater Hume Shire Council. The types of development that are to be referred to the panel are as follows:

- General development over \$20 million.
- Council related development over \$5 million.
- Crown development over \$5 million.
- Private infrastructure and community facilities over \$5 million.
- Eco-tourist facilities over \$5 million.
- Particular designated development ie extractive industries, marinas and waste management facilities or works.
- Coastal subdivision.
- Development subject to delays in determination.
- Development in council areas where development assessment is unsatisfactory.

Councillor Osborne was appointed as a Council delegate to the Joint Regional Planning Panel at the September 2016 Council meeting.

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APPOINTMENT OF JOINT REGIONAL PLANNING PANEL REPRESENTATIVES [CONT'D]

Mr Brent Livermore has previously served as Council's second appointment to the Joint Regional Planning Panel. He was a former Councillor for Tumbarumba Shire Council and served as their representative of the JRPP. Brent previously worked with Tumbarumba Shire Council as the Manager of Environmental Services and has experience in Local Government as a Health and Building Surveyor and Planner. Mr Livermore currently works as a contractor providing health, building and planning services to a number of local councils in southern New South Wales, which gives him a broad insight into the issues faced by rural councils. Brent has agreed to be Council's second JRPP delegate.

CONCLUSION

The appointment of representatives to the Joint Regional Planning Panel is a procedural matter. Given the scope of development that is referred to the panel, performing the role as Council's representative on the panel should not be a significant commitment in terms of time.

RECOMMENDATION

That:

1. Council resolve to appoint Mr Brent Livermore as an additional Council delegate to the Joint Regional Planning Panel.
2. Council advise the Secretariat that Councillor Osborne and Mr Brent Livermore have been appointed as Council's representative for the Southern Regional Planning Panel.

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2. SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN

Report by Consultant Planner – Habitat Planning

REASON FOR REPORT

The reason for the report is to advise Council of the consultation undertaken in regard to the draft South Jindera Low Density Residential Master Plan & Development Control Plan and to seek endorsement of the final document.

REFERENCE TO THE DELIVERY PLAN

Action 3.1- To improve quality of life and sustain our populations.

DISCUSSION

Background

Council resolved in October 2015 to engage a consultant team of Habitat Planning, Spiire and Peter Meredith Consulting to prepare the South Jindera Low Density Residential Master Plan (“the Master Plan”).

The aim of the Master Plan is to set out a development framework for four (4) existing lots described as Lots 4 & 6 in DP240938 and Lots 30 & 31 on DP1062153, having a total area of 46.42 hectares. These lots are located immediately south of existing low density residential development along Pioneer Drive. Previous strategic planning for Jindera has identified the study area as being a preferred area for short term low density urban growth, providing a transition from the township towards surrounding rural properties.

The Master Plan will also comprise a Development Control Plan (DCP) which is to be added to the shire wide Greater Hume Development Control Plan 2013 and provide specific development controls for Council officers to consider against future development proposals.

To assist with delivery of an integrated residential precinct, Council intends to fund the required infrastructure of the development and recoup these costs via developer contributions payable at the time of development for each land parcel. This will be achieved through the preparation of a Development Contributions Plan to be endorsed and adopted separately by Council.

The consultant met with Council officers and landowners in November 2015 to discuss preliminary comments and design schemes and to gain further information for preparation of the Master Plan. A preliminary draft Master Plan was subsequently prepared and circulated to landowners for comment in early 2016, before being further refined by the consultant based on comments and feedback.

During the preparation of the draft Master Plan, Council and the consultant team determined that the anticipated contribution rates to provide the required infrastructure for the development would be more significant than first anticipated. It was determined that the contribution rate would likely be prohibitive from a cost recovery perspective at a density of 4,000m² even if the extent of infrastructure is minimised to its lower end.

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SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN [CONT'D]

Council and the consultant identified the potential for the minimum lot size zone to be reduced from 4,000m² to 2,000m² and consequently increase the lot density benefitting from the new infrastructure. An increased density would be consistent with the strategic vision of the Jindera, as it would remain a low density zone, would make more efficient use of the required urban infrastructure and reduce the per lot contribution costs for the precinct.

Council subsequently resolved to seek a Gateway Determination to commence an amendment to the Greater Hume Local Environmental Plan 2012 to reduce the minimum lot size for the precinct. The proposed amendment process is ongoing, with a gateway determination received from the Department of Planning and public exhibition of the amendment to commence shortly.

A draft Master Plan was prepared and presented at the July 2016 meeting of Council. It was subsequently resolved to exhibit the Master Plan and draft DCP for a period of 28 days. This period also included a consultation session with landowners and review by Council and the consultant.

The consultants have now reviewed and considered the comments received during the notification period and have finalised the Master Plan and DCP for final adoption by Council.

Master Plan

Within the identified precinct, each of the existing parcels are currently held in separate ownership and have the ability to be developed separately, potentially without proper consideration of outcomes of integration with neighbouring parcels. The primary intention of the Master Plan is therefore for Council to provide an overall framework to the precinct to guide the development of each existing parcel and ensure a fully integrated residential precinct.

The final Master Plan in **ANNEXURE 2** sets out the proposed urban structure of the precinct, and details the design principles and outcomes for the proposed framework. The final DCP in **ANNEXURE 2** provides specific local development controls which will be considered by Council officers in assessing future Development Applications for subdivision and development within the identified precinct.

Importantly, the proposed framework is intended to be a guidance document for future landowners/developers and would also not prevent the ability for multiple lots to be developed at once, either by a group of landowners or a future purchaser of multiple properties.

The Master Plan recommends the development of the precinct at a density of 2,000m² to make more efficient use of proposed infrastructure and maintain a suitable transition to the Jindera township. The land is presently subject to a minimum lot size for the land of 4,000m² which was adopted as the default minimum lot size for land zoned R2 Low Density at the introduction of the *Greater Hume Local Environmental Plan 2012*.

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SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN [CONT'D]

An amendment to alter the minimum lot size to 2,000m² has been recently granted as a Gateway Determination by the Department of Planning and public notification is to commence shortly.

The development of the study area would be provided with new road intersection and drainage infrastructure to be funded by Council as needed and these costs recouped via a new site specific Development Contributions Plan. The land is also fully serviced with reticulated sewer with a new main having been recently constructed by Council along the eastern frontage of the precinct. Likewise, reticulated water mains are available at both road frontages and can be extended to service the new lots. Development contributions would also be made towards open space provisions including new footpaths at Pioneer Drive and Urana Road as well as costs incurred by Council during the Master Plan preparation.

Consultation

Council placed the draft Master Plan and DCP on exhibition between 27 July 2016 and 24 August 2016. The documents were made available on Council's website and at Council's Culcairn and Jindera offices during this period.

A total of two formal submissions were received by Council in relation to the draft Master Plan and DCP and are attached **ANNEXURE 2**. The matters raised within these submissions are addressed in **Table 1** below.

Council staff and the consultant also met with landowners on 27 July 2016 at the commencement of the notification period to discuss the draft Master Plan and DCP and any submissions in relation to these documents.

Three of the four landowners attended the meeting with all landowners being provided with electronic copies of the exhibited material prior to the meeting. Discussions with landowners also continued during the notification period in relation to a number of requested changes and comments made during the meeting. The matters raised by landowners have been noted and addressed in **Table 1** below.

Table 1 – Matters raised in public submissions

Issue raised	Council Comments	Council Response
Section 94A contributions should be spent in Jindera only.	The nature of the contributions arrangement is that the majority of the costs to be levied relate to the infrastructure provided to that particular precinct ie road intersections, drainage, sewer trunk mains etc. There will be a contribution towards community facilities and open space which would relate to additional impact upon community infrastructure in Jindera.	Comments noted, no change.

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SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN [CONT'D]

Issue raised	Council Comments	Council Response
<p>Stormwater concept is inadequate to accommodate the additional dwellings within the precinct.</p>	<p>The stormwater strategy for the precinct has been prepared based on best practice stormwater design and has regard for both the future development precinct and the existing drainage conditions along Pioneer Drive. It is the responsibility of development of this precinct that any additional drainage from the property is adequately detained so that post-development outfall does not exceed pre-developed rates. The proposed retardation basins achieve this purpose, and in theory, in any storm or high rainfall event the downstream impacts on the drainage network should be no worse than present conditions.</p> <p>The stormwater strategy noted existing drainage issues at Pech Avenue which are understood to be an issue of additional residences and limited roadside drainage in this location. As such, the drainage design includes provisions to reduce flows to Pech Avenue and increase flows to Urana Road wherever possible. This is based on conveying flows to the east catchment (to Urana Road) through road drainage swales and swales within the allotments.</p>	<p>Comments noted, no change.</p>
<p>Flooding issues in Pioneer Drive will be exacerbated. More detail is needed in relation to flood impact.</p>	<p>As above, flood data for the area has been taken into account in preparing the drainage strategy. Flooding risks are noted in the northern extent of the property (at Pioneer Drive) but are generally confined to the road reserve rather than the precinct. Notwithstanding this, the proposed drainage strategy will reduce flows to the existing Pioneer Drive and Pech Avenue area and maintain a similar 100 year flows to the Urana Road drainage line. Retarding basins have also been sized based on the post development catchments and flow regime to limit flows back to pre-developed flows for the development catchment flow regime. Additional design of flood levels and earthworks is required to ensure an adequate freeboard to flow paths and retarding basins are provided.</p>	<p>Comments noted, no change.</p>

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SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN [CONT'D]

Issue raised	Council Comments	Council Response
Piped drainage is required on the north and east sides of the precinct.	This is noted as a preference, however the drainage strategy has determined that given the relatively large lot sizes proposed and the expected flows a swale drain can provide suitable drainage provisions without impact upon adjoining properties	Comments noted, no change.
Swale drains should not cause any impacts to adjoining land.	As above.	Comments noted, no change.
Sight distances do not account for different speed zones in either direction.	It is understood that this comment is made on the basis that at the future Urana Road intersection, southbound traffic will be travelling at 50km/h (although beginning a transition to 100km/h) and northbound traffic will be travelling at 100km/h. This comment is noted, however Council would expect that speed zones will be reviewed by the Roads and Maritime Services once development of the precinct commences as part of their ongoing traffic reviews. This issue would also likely occur at a large proportion of the precinct frontage.	Comments noted, no change. Council may wish to contact RMS at a later date to request a review of the 50km/h zone.
Master Plan does not indicate the need for a right hand turning lane from Urana Road into the future development area.	The Master Plan recommends the use of a "Rural Channelised T-junction – Short Lane Type (CHR)" which would comprise the creation of a dedicated right hand turn lane and additional passing lane, as well as a dedicated left-hand turning lane.	Comments noted, no change.
Concern that sight distances may be obscured by large vehicles, fog, inclement weather or the like.	As discussed above, the proposed intersection point is recommended to comprise upgrades which comply with the <i>Austrroads Guide to Road Design</i> . It is understood that various weather conditions and traffic users may present unpredictable situations, however this cannot be realistically quantified as part of the Master Plan. These issues would likely be presented at many intersection locations. The combination of intersection treatments in accordance with best practice design and future speed zone reviews would be expected to ensure safety for all road users.	Comments noted, no change.

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SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN [CONT'D]

Issue raised	Council Comments	Council Response
The existing 50 km/h zone should be extended further south beyond the proposed intersection.	Council does not disagree with this comment although it is not a matter which can be recommended as part of the Master Plan and is at the discretion of the RMS.	

Table 2 – Matters raised at landowner session (27 July 2016)

Issue raised	Council Comments	Council Response
Concern that location of intersection will create a long stretch of 50km/h road through Jindera.	It is acknowledged that the future development of the southern area of Jindera will inevitably lead to extension of the urban 50km/h speed zone along the frontage of the property. This is considered to be an outcome of Jindera's development which has spread north and south along the main through road. Any extension of the zone will likely be for only several hundred metres and does not represent a substantial increase in context to the existing length of the 50 km/h zone through Jindera.	No change proposed. Note that Council will not be the determining authority in relation to speed zones.
Query if there is potential opportunity to relocate new Urana Road intersection further north to existing Lot 4 frontage.	A review of the existing road conditions at Urana Road by the consultant team has determined that there is potential for the access to be located at a number of different points along the precinct frontage. Notwithstanding this, the proposed access point has been determined by the consultant team in consultation with the landowners and based on consideration of the most efficient and desirable access point and in recognition of expected development staging.	No change is proposed to the Urana Road access point. Council and the consultant are satisfied that the access point proposed in the draft Master Plan is most appropriate.

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SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN [CONT'D]

Issue raised	Council Comments	Council Response
Concern that drainage services (ie retention basins) will be contained only within Lots 4 and 6, not Lots 30 and 31.	The placement of detention basins have been undertaken in response to the existing landform and drainage patterns from the land rather than existing ownership. The locations of the reserves on the draft Master Plan correspond to the lower lying areas of the property where all future lots will be drained. Any changes in an attempt to evenly spread the drainage areas will result in loss of additional land and more costs in creating a complex drainage network. In an attempt to recognise the precinct outcome, Council will be absorbing the costs of construction of the stormwater detention network, meaning the upfront costs to the landowners will be provision of reserve land as part of the development and a payment of contributions levied as a per lot figure. It is also noted that Lots 4 and 6 which will contain the drainage reserves also achieve the higher lot yields for the precinct.	No change proposed.
Preference for internal road through Lot 4 to be continuous in an east-west direction.	The existing draft Master Plan indicates a road network through Lot 4 which is separated into three parts including a central cul-de-sac street. This outcome was based on the intention to limit the extent of road, however the comments of the landowner are noted.	The final Master Plan has been revised to provide a revised continuous road network throughout Lot 4.
Whether there is potential for the main access road in Lot 31 to be relocated along the southern boundary.	Following the community consultation session Council and the consultant team considered two options, being to retain the road alignment through Lot 31 as per the draft Master Plan or a relocation of the road along the southern boundary. Upon review, it was found that the realigned road to the south was far less efficient as it increased the length of road and would reduce the lot yield of Lot 31 by approximately 8 lots and increase developments costs. Further, should the road be aligned along the southern boundary it could place pressure on Council from landowners further south beyond the precinct proposing to rezone/develop their land to take advantage of the road edging their property.	No change to the road alignment through Lot 31 is proposed.

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SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN [CONT'D]

Issue raised	Council Comments	Council Response
Landowner of Lot 4 would prefer not to have road frontages to all sides.	The draft Master Plan included roads which created a short term opportunity to retain the existing dwelling and sheds of Lot 4 on a single rectangular lot and opportunity for future subdivision of the retained lot at a later date. The comments of the landowner are noted in regards to having roads extending around each side of the dwelling/shed and their enjoyment of the property in the short term. As part of the revisions to the road network through Lot 4, the east-west road corridor along the northern side of the dwelling has been removed, allowing the dwelling and shed to be at either road frontage and retain opportunity for future subdivision at a later date.	The final Master Plan has been revised to reconfigure the internal road network through Lot 4 so that road frontages to the existing dwelling/sheds are reduced.
Landowner of Lot 30 would prefer road on western side of dwelling and sheds to be relocated further west.	Again, the landowner identified the proximity of the road to the dwelling as being of concern. In particular, the landowner was concerned with the alignment of the road to the western side of the dwelling and sheds and requested that it be relocated further west for an additional setback to be created. Council and the consultant team recognise the importance to the landowner in maintaining suitable enjoyment of their property with surrounding development. Options regarding road configuration surrounding the existing dwelling were discussed with the landowner and included an option to relocate the southern road and the western road interfaces. It was agreed with the landowners that the western road would be relocated further west, while the southern road would be retained as per the draft Master Plan layout.	The final Master Plan has been revised to relocate the internal road further west of the existing dwelling and sheds

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SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN [CONT'D]

Issue raised	Council Comments	Council Response
Concerns raised regarding rates, in that after the initial subdivision all rates will likely increase.	The comments are noted by Council in that rates will vary dependent on property values and it is possible that as development commences the assessed land values will begin to increase. This is not necessarily an issue which is borne out of the Master Plan process, as the precinct and its surrounds are already zoned for urban purposes and will eventually be developed for such purposes regardless. Council would encourage landowners to develop as quickly as possible rather than to have vacant parcels remain, meaning that the rate changes would be considered part of the normal market forces in a growing residential area. The Master Plan outcome will deliver a benefit to the landowners generally through increasing the potential lot yield beyond what would have previously been anticipated. This is considered to assist in off-setting any increases in rate rises by potentially increasing the value of the land which may be realised through a sale and/or increasing the potential lots which could be released to the market.	Not relevant to draft Master Plan.

Final Master Plan & DCP

As a result of comments received, as detailed above, the consultant has now finalised the final Master Plan and DCP for consideration of Council.

A copy of the *South Jindera Master Plan* is attached in **ANNEXURE 2**. Should this be adopted by Council, it will become Council policy and strategic planning document for Council.

A copy of the *South Jindera Development Control Plan* is attached in **ANNEXURE 2**. Should this be adopted, it will be added as a chapter of the existing *Greater Hume Shire Development Control Plan 2013* to provide additional guidance to achieving the identified Master Plan framework by setting out additional non-statutory planning controls applicable to subdivision and development of the precinct.

Council should also note that a separate Section 94 Development Contributions Plan is being prepared for the precinct and will provide an arrangement for recovery of initial infrastructure development costs (to be funded by Council) by way of a calculated per lot contribution rate.

BUDGET IMPLICATION

Council has incurred a cost in the preparation of the DCP by consultants. These costs have been considered and endorsed previously by Council.

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SOUTH JINDERA LOW DENSITY RESIDENTIAL MASTER PLAN [CONT'D]

The future preparation of a Section 94 Development Contributions Plan will also include a mechanism for Council to recover the costs incurred in preparing and completing the Master Plan.

CONCLUSION

The Master Plan will set out a consolidated urban framework for the future growth precinct on the southern fringe of the town, consistent with the identified strategic vision for Jindera. The preferred urban framework presented will also provide for a new low density precinct which makes efficient use of infrastructure that is to be funded by Council.

RECOMMENDATIONS

That Council:

1. note the comments and submissions made in relation to the draft *South Jindera Low Density Residential Master Plan* and draft *South Jindera Development Control Plan*
2. adopt the *South Jindera Master Plan*
3. adopt the *South Jindera Development Control Plan* as site specific controls at Chapter 11 of the *Greater Hume Development Control Plan 2013*.

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3. REQUEST FOR SUPPORT BY A LOCAL BUSINESS TO ELIMINATE SINGLE USE PLASTIC BAGS

Report prepared by Director Environment & Planning – Colin Kane

REASON FOR REPORT

Mr Bob Matthews, proprietor of the Jindera IGA supermarket, has sent correspondence to Council seeking support for his initiative to remove single use plastic bags (plastic bags) from his business.

So that Council may determine Mr Matthews' request this report provides an overview of the environmental issues associated with use of plastic bags. It provides a summary of how some NSW Councils are encouraging their residents to forgo using plastic bags and lobbying the NSW Government to instigate legislation banning the use of plastic bags.

REFERENCE TO DELIVERY PLAN ACTION

Goal 2 A Sustainable Communities.

DISCUSSION

As mentioned Mr Bob Matthews, proprietor of the Jindera IGA Supermarket, is seeking Council support for his initiative to cease providing plastic bags to customers of his business.

The author of this report considers that this request is essentially asking whether Council has a policy position on banning plastic bags and if not, would Council be prepared to take a policy position on the continued use of plastic bags. If Council decides to take a policy position where it will seek to discourage plastic bag use, then it needs to be determined what tangible actions Council will undertake.

An internet search has been undertaken by the author to determine the environmental impacts associated with the use of plastic bags and what action NSW Councils have undertaken to discourage the use of the plastic bags.

The NSW EPA has recently released a document titled "Plastic Shopping Bags: Options Paper" (options paper) and from that document the environmental effects of plastic bags is said to be:

- There is a significant body of scientific evidence on the environmental impacts of plastics, including plastic bags, on the marine environment. Plastic shopping bags are highly visible and mobile in the environment, creating entanglement and ingestion impacts to marine life.
- Non-biodegradable plastic bags break down incredible slowly with periods of up to a 1000 years cited.
- Plastic bags are fabricated from non-renewable sources and are utilised on average for a period of 12 minutes.
- Plastic bags are typically not able to be recycled in kerbside collections.

The abovementioned option paper provided a summary of what action has been undertaken to ban plastic bags by various jurisdictions within Australia. It is evident for NSW only the NSW government or the Australian government has the ability to pass legislation that bans the use of plastic bags.

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REQUEST FOR SUPPORT BY A LOCAL BUSINESS TO ELIMINATE SINGLE USE PLASTIC BAGS
[CONT'D]

The jurisdictions of South Australia, Northern Territory, Australian Capital Territory and Tasmania have already introduced legislation to that effect. In NSW several communities have introduced their own bans on plastic bags (voluntary). The Inner West Council is disseminating information on their website regarding single use plastic bags which essentially encourages people to lobby the NSW Government to introduce legislation that bans the use of plastic bags.

In the absence of relevant legislation, a position adopted by Greater Hume Shire Council on banning plastic bags could only entail the following:

- Resolving that it will not utilise plastic bags in undertaking its operations;
- Advocating with local business not to supply plastic bags (voluntary arrangement);
- Disseminating information on the environmental implications of plastic bag usage and lobbying for legislation to be introduced.

Potentially, further investigations with other local businesses concerning banning plastic bags could be done in conjunction with Council's economic development initiatives.

BUDGET IMPLICATIONS

There is no existing budget allocation to meet expenses associated with a Council initiative to ban plastic bags.

CONCLUSION

The environmental implications of plastic bags use is the basis for the continued debate about banning of plastic bags. There will be elements of the wider community that will want to see action taken by Government to address this issue. For Council there are similarities about this issue and those associated with the gradual implication of bans on smoking in public places as in that case there were Councils that took unilateral action to ban smoking in public places prior to the NSW Government enacting legislation.

As Council is not the appropriate jurisdiction to implement legislation on banning plastic bags it can only take an advocacy role. Alternatively, Council may legitimately accept that banning plastic bags is a really an issue for higher tiers of government.

RECOMMENDATION

Council advise Mr Bob Matthews that it is concerned about the environmental implications from the use of plastic bags, however it considers that the issue is one to be addressed by higher tiers of government that have the ability to implement legislation to address the issue.

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GOVERNANCE

1. COMMUNITY MUSEUMS STRATEGIC PLANS

Report prepared by Tourism and Promotions Officer – Kerrie Wise

REASON FOR REPORT

To advise Council of the completion of strategic plans for Greater Hume Shire's six community museums.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy 5.9 To improve our cultural facilities

Action 5.9.2 Raise the profile of cultural assets and activities in the shire both locally and outside the shire.

DISCUSSION

In early 2016 Greater Hume Shire Council was awarded a grant of \$7,500 from Museums & Galleries NSW Volunteer Initiated Museum Development Project to create strategic plans for the six community museums. The six community museums are:

- Culcairn's Station House Museum
- Headlie Taylor Header Museum, Henty
- Holbrook Submarine Museum
- Jindera Pioneer Museum
- Woolpack Inn Museum, Holbrook
- Wymah Museum

Greater Hume Shire's Museum Adviser, Mrs Kim Biggs and the writer held planning meetings with each of the museum committees, from these meetings the Museum Adviser developed individual strategic plans which have now been approved by the museum committees. Please find **ENCLOSED SEPARATELY** (available electronically or hard copy by request) the Community Museums Strategic Plans. The strategic plans will provide direction and prioritise future initiatives along with providing appropriate documentation for future grant/funding applications.

Following on from the completion of the strategic plans the community museums are busy finalising the Sum of Us – Quirky Domestic exhibition which will shortly go on show at each of the museums as well as the Albury Library Museum (during March 2017). The Diversity project has also commenced, this project is an audience development project focusing on the use of digital media and augmented reality to facilitate a greater capacity for storytelling in the region. Diversity will also build capacity for collection access outside of the museum through the development of a pop up museum and educational literature which will be available through the primary and high school curriculum.

BUDGET IMPLICATIONS

Nil.

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COMMUNITY MUSEUMS STRATEGIC PLANS [CONT'D]

CONCLUSION

The strategic plans will equip the six community museums with direction, priorities and opportunities for ongoing and future development of Greater Hume Shire's history and heritage.

RECOMMENDATION

That the report be received and noted.

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2. OFFICE OF LOCAL GOVERNMENT - JOINT ORGANISATION BOUNDARIES

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

The reason for this report is to confirm Council's position with regard to the preferred Joint Organisation (JO) for Greater Hume Shire Council.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil.

DISCUSSION

A consultation paper Joint Organisations: Getting the boundaries right, has been released by the Office of Local Government on the Fit for the Future website at <http://www.fitforthefuture.nsw.gov.au/joint-organisations>. A copy of the consultation paper has been included as **ANNEXURE 3** for councillors' information.

All regional Councils must belong to a JO. This consultation paper proposes that Greater Hume Shire Council be a member of the Riverina JO. This is consistent with Council's resolved position. A copy of Council's previous submission is also included with **ANNEXURE 3**.

The consultation paper confirms that Joint Organisations:

- will be included in the Local Government Act and are to begin operation in early 2017.
- will undertake three core functions: - **regional strategic planning and priority setting** - **intergovernmental collaboration** - **regional leadership and advocacy**.
- can also decide to undertake other functions such as shared service delivery and joint procurement.

The proposed JO boundaries generally reflect REROC's position with the exception that AlburyCity has been included in the Riverina JO as opposed to the Murray Murrumbidgee JO. Albury is currently a member of RAMROC.

The proposed Riverina JO will have 10 member councils comprising Albury, Bland, Coolamon, Cootamundra-Gundagai, Junee, Lockhart, Greater Hume, Snowy Valleys, Temora and Wagga Wagga with an estimated population of 177,610. The proposed Murray Murrumbidgee JO would also comprise 10 member councils Berrigan, Carrathool, Edward River, Federation, Griffith, Hay, Leeton, Murray River, Murrumbidgee and Narrandera but have a substantially smaller estimated population of 94,960.

Whilst it is unknown how AlburyCity will respond to the consultation paper it is anticipated that at least some of the councils included in the proposed Murray Murrumbidgee JO will lobby for AlburyCity's inclusion in that JO rather than the Riverina JO.

Submissions on the proposed boundaries close on 27 October 2016.

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OFFICE OF LOCAL GOVERNMENT - JOINT ORGANISATION BOUNDARIES [CONT'D]

BUDGET IMPLICATIONS

Unknown at this time.

CONCLUSION

The proposed boundary for the Riverina JO is consistent with Council's resolved position and therefore should be supported.

RECOMMENDATION

That Council forward a submission on the Office of Local Government Consultation Paper - *Getting the boundaries right* supporting the boundaries of the Riverina JO and reconfirming Council's commitment to be a member of the Riverina JO.

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**3. POTENTIAL SALE (OR LEASE) OF 59 AND 61 GORDON STREET, CULCAIRN –
FORMALLY OCCUPIED BY Q SHEETMETAL**

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To provide Council with a updated report on outcome of marketing 59 and 61 Gordon Street, Culcairn for sale (or lease) following the termination of the previous lease in April this year.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy 9.1 – To be proactive in attracting business.

DISCUSSION

A report was presented to the October 2015 meeting of Council advising that the tenant at 61 Gordon Street, Culcairn had been consistently in arrears with lease payments and seeking Council endorsement of the General Manager's actions in terminating the lease.

At that meeting the following was resolved:

That:

- 1. the General Manager's actions in terminating the lease agreement as at 31 March 2016 be endorsed*
- 2. an appropriate repayment schedule be negotiated to maximise the repayment of outstanding lease payments.*
- 3. the General Manager be authorised to appoint a Real Estate Agent act on behalf of Council to place the factory (Lot 561 DP 1159099) at Gordon Street, Culcairn on the market for sale.*

The factory was vacated Friday 8 April 2016 and a valuation of the property was undertaken by Herron Todd of the Factory site, Lot 561 DP 1159099 and surrounding vacant land, Lot 562 DP 1159099 on behalf of Council. A subsequent report was presented to the June 2016 meeting of Council where the following was resolved:-

That the General Manager be authorised to appoint a Real Estate Agent act on behalf of Council to place the factory (Lot 561 DP 1159099) and adjacent vacant land (Lot 562 DP 1159099) at Gordon Street, Culcairn on the market for sale or long term lease.

Marketing campaign

Expressions of Interest (EOI's) were sought from Landmark, Elders and Ag'n'Vet and at the closure of EOI's, Elders (in conjunction with Robert Stevens Commercial Real Estate) were appointed.

The marketing campaign included the following:

- Four advertisements were placed in the Domain liftout in the Border Mail.
- The Elders Web Portal had a total of 110 visits
- The CommercialView portal (used by Robert Steven Commercial Real Estate) had a total of 38 engagements and 38 detailed visits.
- Inspections were available for three weekends between the hours of 11am and 1pm. Two inspections were undertaken.

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POTENTIAL SALE (OR LEASE) OF 59 AND 61 GORDON STREET, CULCAIRN – FORMALLY OCCUPIED BY Q SHEETMETAL [CONT'D]

Result

One EOI was received from Kris Gilmour of KG Fabrications, 6 Dickson Street, Woomargama. Mr Gilmour operated a steel fabrication business from a property managed by ARTC on the corner of Balfour and Melville Streets, Culcairn and had recently been given notice to vacate.

The offer from Mr Gilmour is outlined below:

A one year lease with an option to renew each and every year up to three years at \$250.00 per week plus outgoings plus GST.

After discussions with Robert Stevens, Rob Stevens Commercial Real Estate it was determined to offer Mr Gilmour a one year lease. It was also determined to keep the property on the market for sale.

Subsequently Mr Gilmour accepted the offer to lease 61 Gordon Street for a period of one year.

The lease will return Council \$13,000 per annum plus outgoings plus GST and based on the valuation is providing a reasonable return to Council in the short term. It will also ensure that Mr Gilmour can continue to operate his business in Culcairn and not be forced to either relocate or shutdown.

BUDGET IMPLICATIONS

An amount of \$19,121 was included as rental income in the 2016/2017 Budget, however this year net rental received will be approximately \$7,000 after taking into consideration a 3 month vacancy and marketing costs. In future years, providing the lease is continued rental income will be \$13,000 per annum, indexed.

CONCLUSION

As a sale could not be negotiated following an extensive marketing campaign, the lease of the building, initially for one year is a reasonable outcome to derive some income from the property whilst also providing a premises for a fabrication business in Culcairn.

RECOMMENDATION

That the General Manager's actions in leasing the building to Kris Gilmour trading as KG Fabrications for a period of one year at a rental of \$250 per week plus outgoings and GST be endorsed.

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4. HUME MEDICAL CENTRE – REQUEST FOR RENTAL ASSISTANCE

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider a request from Dr Lukumar Pathumanabhan (Dr Luke) for Council to provide subsidised rental accommodation to assist in the attraction of additional medical practitioners/Locum doctors to Holbrook.

DISCUSSION

Correspondence was received from Dr Luke (the owner of the Hume Medical Centre) requesting that Council consider providing a suitable home rent free for a limited time to assist in the attraction of medical practitioners to Holbrook. A copy of correspondence from Dr Luke is attached as **ANNEXURE 4**.

Dr Luke has recruited Dr Bao to work at the Hume Medical Centre and in the short term will be residing in a Council owned property at 65 Peel Street. This property was previously purchased by Council when a previous medical practitioner had medical restrictions imposed and it was thought that it may have been necessary to establish a temporary medical practice facility to ensure the continuity of medical services in Holbrook. The purchase of this property was funded from part of the proceeds of the Holbrook Residential Aged Care Facility.

The property at 65 Peel Street is currently vacant and was being held vacant for possible use by a homeowner affected by Loose Fill Asbestos Insulation. From information that is currently available to Council it is unlikely that any existing residents impacted by the Loose Fill Asbestos Insulation issue will require alternate accommodation until at least the second quarter of 2017. The property 65 Peel Street is a 1960's residence substantially unchanged from construction and will be rented for \$200 per week.

Prior to the Loose Fill Asbestos Insulation issue emanating in Holbrook, it was intended to dispose of 65 Peel Street and return the proceeds to the Holbrook Residential Aged Care Reserve for future capital improvements in Holbrook.

Councillors would be aware the Holbrook Medical Practice has been closed on and off over the past few years and has been closed permanently for several months leaving Holbrook with just one medical practitioner operating from the Hume Medical Centre.

It is not uncommon for rural councils to provide incentives to attract medical practitioners and whilst Greater Hume Shire Council has no overtly provided incentives, Council provides indirect support through generous lease or rental arrangements at Jindera and Henty.

At Jindera, Council has constructed a Medical Centre predominately with Federal Government funding but also partially funded from the proceeds of the sale of the Jindera Residential Aged Care Facility.

Dr Mobilia currently has exclusive use of approximately 114 sqm. and pays an annual rental of \$11,423 per annum or \$100 sqm per annum, whereas Council is currently renting premises within the Shopping Centre Complex at a significantly higher rate.

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HUME MEDICAL CENTRE – REQUEST FOR RENTAL ASSISTANCE [CONT'D]

Similarly at Henty, Council owns the residential property where Dr Radwan Al-Musaway resides. This property was constructed with significant community contributions along with Council funding. Council is responsible for ongoing maintenance and improvement. This property is currently rented to Dr Al-Musaway for \$150 per week when market rental would be closer to \$280 - \$300 per week. Previously there has been an additional medical practitioner working with Dr Al-Musawy and Council was not requested to, and did not provide any rental assistance.

In relation to the request from Dr Luke, Council has a number of options including:

1. Do nothing
2. Provide a rent free period or
3. Provide a rental reimbursement, of say 2 months, after Dr Bao has practiced in Holbrook for 6 months.

It is likely that at some time in the future Council may have to provide some assistance to attract of a medical practitioner to Culcairn when the incumbent retires.

The provision of medical facilities along with education and recreational facilities are key ingredients of vibrant rural communities and ongoing service provision is essential.

Greater Hume Shire Council has medical practitioners in Culcairn, Henty, Holbrook and Jindera and medical practitioners in Culcairn, Henty and Holbrook also provide Visiting Medical Officer services to hospital in those towns.

Council recognised the importance of retaining medical practitioners in Culcairn, Henty, Holbrook and Jindera and in late 2013 commissioned Later Consulting to review the ongoing provision of medical services within the shire and provide options for the future. A copy of the Later Consulting Report can be made available to councillors in either hard copy or electronic form.

BUDGET IMPLICATIONS

The provision of a short term rental subsidy will not have a major budgetary impact and is more a matter of principle.

CONCLUSION

Whilst Council has resisted overtly providing incentives to medical practitioners in the past, indirect assistance as outlined in this report has been provided. In the circumstances it would not be unreasonable for Council to provide either a short rent free period or a limited rental reimbursement after a qualifying period.

RECOMMENDATION

That Council offer Dr Bao a rental reimbursement equivalent to eight (8) weeks rent after continuously practicing in Holbrook for a period of six months.

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5. QUESTION OF NOTICE (CR OSBORNE) – ASSISTANCE PROVIDED BY COUNCIL FOR MILESTONE TOWN CELEBRATIONS

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To respond to a Question on Notice tabled by Cr Osborne at the September 2016 meeting.

DISCUSSION

At the September 2016 Council meeting Cr Osborne requested that a report be presented to Council outlining what assistance has been given in the past to milestone town celebration events and what assistance Council can provide to assist communities such as Jindera and Walla Walla to undertake similar celebrations. Further, Cr Osborne advised that the planning for the 150th Jindera celebration will be focused as a shire wide event.

Previously Council has provided the following assistance to milestone town celebrations:

- Access to Community Development Grants – The Henty 125th Anniversary Committee was successful in an application to develop promotional materials, equipment hire and production of a history book etc.
- Traffic management – Installation of Variable Message Boards in the lead up to the event and provision of traffic control/management on the day for street parades, etc.
- Assistance with promotion through Council media
- Provision of advice from Tourism and Risk Management Staff and
- Other in-kind assistance such as photocopying, access to Council facilities and equipment.

BUDGET IMPLICATIONS

All assistance with the exception of traffic management would be funded through existing expenditure allocations. In relation to traffic management, Staff would welcome the opportunity to work with the organising committee at the earliest possible time to identify likely requirements so that provision can be made in future budgets.

CONCLUSION

Management is of the view that it is incumbent upon Council to support milestone town celebrations, particularly in relation to traffic management and other in-kind support such as promotion, advice and use of Council equipment.

RECOMMENDATION

That the report be received and noted.

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6. DISCLOSURE OF INTEREST RETURNS

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

Tabling of Disclosure of Interest returns in accordance with section 450A of the Local Government Act.

REFERENCE TO DELIVERY PLAN ACTION

Statutory matter.

DISCUSSION

The Register of Disclosures, containing completed Disclosures by Councillors and Designated Persons for the period 1 July 2015 to 30 June 2016 for all persons that were elected councillors as at 30 June 2016, is tabled as required by Section 450A of the Local Government Act 1993.

For councillors elected to their first term, disclosure forms have been distributed and must be submitted to Council by 10 December 2016.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

A procedural matter only.

RECOMMENDATION

That the report be received and noted.

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CORPORATE AND COMMUNITY SERVICES

Item 1 dealt with earlier in the agenda.

2. REQUEST TO AMEND NON RESIDENTIAL SEWER AND LIQUID TRADE WASTE CHARGES

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present a request from Kotzur Pty Ltd to review the amount levied for non-residential sewer and liquid trade waste charges for the period April 2016 to June 2016.

REFERENCE TO DELIVERY PLAN ACTION

Not applicable.

DISCUSSION

Council has received correspondence from Kotzur Pty Ltd in relation to non-residential sewer and liquid trade waste charges levied for the period April 2016 to June 2016. The charges were based on an abnormally high water consumption of 1,344kls.

Kotzur Pty Ltd have written to Council seeking to have the amount of non-residential sewer and liquid trade waste charges reduced on the basis that the abnormally high water consumption was most likely the result of a leak or other malfunction which resulted in the loss of water. Council's Manager of Water & Waste Water has confirmed that a review of flow rates through the Walla Walla sewerage treatment plant has not indicated any increased flow during the April – June period. This would indicate that the amount of water actually entering Council sewer network did not increase despite the increased water being consumed at the Kotzur site.

A review of water usage at the site for the preceding two years indicates an average quarterly usage of 243.12kls compared to the usage of 1,344kls during the April 2016 to June 2016 billing period. This clearly indicates that the excessive water usage during this period is an abnormality.

Given that the water consumption figure is the main determinant when calculating non-residential sewer and liquid trade waste charges it is considered reasonable that these charges should be reviewed.

Non-residential sewer and liquid trade waste charges are based on the fact that a percentage of water consumed within a property makes its way into Council's sewerage system. Given that most commercial properties have little if any outside water usage, this percentage, known as the Sewer Discharge Factor is 95%; meaning that 95% of water consumed makes its way into the sewerage system. A similar philosophy applies to Liquid Trade Waste charges.

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REQUEST TO AMEND NON RESIDENTIAL SEWER AND LIQUID TRADE WASTE CHARGES
[CONT'D]

As mentioned, it would appear in this case that the vast majority of the excessive amount of water consumed during the April to June period was result of a leak or other malfunction. That being the case it is reasonable to assume that the amount of water actually entering Council's sewerage system was no higher than that which would have occurred during previous billing periods. It is therefore recommended that the charges for non-residential sewer and liquid trade waste of \$1,915.21 and \$12,700.80 respectively be reviewed as follows:

Non-residential Sewer Charge

Current charge 1,344kls @\$1.50 x 0.95 Sewer Discharge Factor =\$1,915.21

Proposed Charge 243kls* @\$1.50 x 0.95 Sewer Discharge Factor = \$346.28

*Noted. The consumption of 243kls is based on an average consumption over the past eight quarterly billing periods.

Liquid Trade Waste Charges

Current charge 1,344kls @\$13.50 x 0.70 Discharge Factor =\$12,700.80

Proposed Charge 243kls* @\$13.50 x 0.70 Discharge Factor = \$2,296.35

BUDGET IMPLICATIONS

The amendments to water usage charges referred to in this report would result in a reduction in charges of \$11,973.38 and would therefore impact on total revenue for the Greater Hume Sewer Fund.

CONCLUSION

It would appear that the vast majority of the excessive amount of water consumed during the April 2016 to June 2016 period at Kotzur Pty Ltd was the result of a leak or other malfunction and was not used within the site buildings and therefor did not enter Council's sewerage network. It is therefore recommended that the charges for non-residential sewer and liquid trade waste be amended.

RECOMMENDATION

That the non-residential sewer and liquid trade waste charges levied to Kotzur Pty Ltd, Assessment Number 10114718 be adjusted to \$346.28 and \$2,296.35 respectively for the period April 2016 to June 2016.

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3. DAVID & CHERYL PAECH – LEASE OF LAND

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To seek Council's endorsement to enter into a Licence between Greater Hume Shire Council and David & Cheryl Paech.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 5.2 To provide and maintain safe and serviceable public facilities and infrastructure including, roads, drainage and footpaths.
Action 5.2.1.1 Ensure that all land and buildings owned and controlled by Council are maintained in an appropriate manner and utilised for the designated and appropriate community purpose.

DISCUSSION

At the Ordinary Meeting of Council held 20 July 2016, a report was presented to Council seeking approval to enter into a Licence between Greater Hume Shire Council and David & Cheryl Paech.

Council resolved:

"That the matter be deferred until Council receives correspondence from the Gum Swamp Management Committee and the current Management Plan process is completed."

Council is now in receipt of reply correspondence from the Walla Walla (Gum Swamp) Management Committee.

In response the committee has provided two recommendations to be considered for inclusion in the proposed lease being:

1. That if the lease is approved, that conditions are stipulated on the lease to ensure that the grazing undertaken is aligned with the recommendations made by Ian Davidson in the (2003) Gum Swamp Reserve (Walla Swamp) Management Plan report. Specifically, under the Vegetation Management sections Davidson states:
 - "Preference should be given to grazing in late winter or early spring (August/September) to coincide with the major growth of the introduced annual pastures and flat weeds, and then the grazing removed to allow the native perennial species to regenerate. Under no circumstances should set stocking be resumed because it tends to favour the less palatable plants, often weeds."
2. That if the lease is approved, a condition should be placed on the lease requiring access, by persons approved by the Gum Swamp Reserve Management Committee, is provided to Lot 136 for the purposes of environmental monitoring.

As the land in question is Crown Land held under trusteeship, Council is required to obtain permission from the Department of Primary Industries - Lands to enter into a lease in accordance with the Crown Lands Act 1989 - Sec 102 (d) which states:

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DAVID & CHERYL PAECH – LEASE OF LAND [CONT'D]

"A reserve trust may not sell, lease or mortgage land, or grant an easement or a licence (except a temporary licence) in respect of land, comprising the whole or any part of the reserve unless:

(d) the Minister has consented in writing to the proposal."

As such, discussions have been undertaken with Department of Primary Industries – Lands in Wagga Wagga who have advised that the preferred format of the agreement between Council and Mr & Mrs Paech will be that of a Licence rather than a Lease. A licence over Crown land is a contractual agreement that grants the licensee a personal right to occupy and use Crown land for a particular purpose. It does not grant exclusive possession of the land, as is the case with a lease, and may permit the land to be used by other persons. They have also confirmed that Council may include Special Conditions by way of Schedule 2 of the Licence and are subject to consideration and approval by the Minister of Lands.

Given the recommendations of the committee and confirmation from Lands, it is suggested that the following wording or similar be included in the Special Conditions of the draft Licence:

The parties agree that

Grazing shall be undertaken in late winter or early spring (August/September) to coincide with the major growth period of the introduced annual pastures and flat weeds, and then the grazing removed to allow the native perennial species to regenerate.

The Licensee agrees to allow two persons as nominated by the Gum Swamp Reserve Management Committee access to Lot 136 DP 753764 for the purposes of environmental monitoring. Such access is granted on the basis that notification prior to access is provided to the Licensee.

The committee has also requested that income received from the lease/licence be transferred to the Walla Walla (Gum Swamp) Management Committee to assist with the implementation of the Management Plan and on site improvements.

Department of Primary Industries – Lands determines the rental value for the licence. The minimum rent as at 27 July 2016 is \$472.00 per annum.

Given that the Walla Walla (Gum Swamp) Management Committee is a Section 355 committee of Council delegated the management and control of the facility, it would not be unreasonable for the annual rental to be transferred to the committee to assist with ongoing projects and maintenance of Gum Swamp.

In reference to Council's resolution with regard to this matter being deferred until such time as the current Management Plan process has been completed, the committee has confirmed that the Management Plan is not currently under review and no amendments are planned. The efforts of the committee are being directed to the implementation of the existing Management Plan, provision of environmental monitoring and community activities within the Gum Swamp Reserve.

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DAVID & CHERYL PAECH – LEASE OF LAND [CONT'D]

BUDGET IMPLICATION

As a minimum, it is likely that a slight rental income will be imposed in accordance with the Crown Lands Act 1989 which will not be material in respect of Council's income.

CONCLUSION

Approval is now sought to proceed with the preparation of the new Licence in accordance with Department of Primary Industries – Lands and recommendations of the Walla Walla (Gum Swamp) Management Committee. Upon completion the Licence will be forwarded to the Minister for consideration.

RECOMMENDATION

That:

1. Council resolve to enter into a new Licence for Lot 136 DP 753764 being a section of Walla Walla Gum Swamp Reserve 1003019 to David & Cheryl Paech for a 5 year term.
2. the following wording or similar be included in the Special Conditions of the Licence between Greater Hume Shire Council and David & Cheryl Paech:

The parties agree that -

Grazing shall be undertaken in late winter or early spring (August/September) to coincide with the major growth period of the introduced annual pastures and flat weeds, and then the grazing removed to allow the native perennial species to regenerate.

The Licensee agrees to allow two persons as nominated by the Gum Swamp Reserve Management Committee access to Lot 136 DP 753764 for the purposes of environmental monitoring. Such access is granted on the basis that notification prior to access is provided to the Licensee.

1. *Correspondence be forwarded to the Department of Primary Industries - Lands seeking approval from the Minister to enter into a Licence for Lot 136 DP 753764 being a section of Walla Walla Gum Swamp Reserve 1003019 for a 5 year term.*
2. *The Mayor and General Manager be authorised to sign the Licence to the David & Cheryl Paech for a section of Walla Walla Gum Swamp Reserve 1003019 under the Common Seal of Council.*
3. *Rental income received for the Licence be transferred to the Walla Walla (Gum Swamp) Management Committee funds to assist with the ongoing projects and maintenance of Gum Swamp.*

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4. JINDERA MULTI PURPOSE COMMUNITY CENTRE (MSO) PROJECT

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present the outcome of negotiations with Premier Building and Construction Pty Ltd for the Jindera Multi-Purpose Community Centre project.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 5.5 To maintain our health and aged care services

Strategy 5.7 To improve the availability of childcare services and services within the shire

Strategy 5.9 To improve our cultural facilities

DISCUSSION

A comprehensive report on the Jindera Multi-Purpose Community Centre was submitted to the May 2015 and September 2016 meetings of Council.

Following the close of tenders for the project, the following resolution was passed at the September 2016 meeting:

4487 MOTION [Osborne/O'Neill]

That:

- 1. In accordance with Clause 178 (1)(b) of the Local Government Regulations 2005 Council decline to accept any tenders for the Jindera Multi-Purpose Community Centre project. The reason for declining to invite fresh tenders being that the tender process undertaken by Council attracted submissions from a number of well qualified and experienced contractors and as such the calling of fresh tenders is unlikely to result in an improved tender being submitted by an alternate contractor*
- 2. In accordance with Clause 178 (3)(e) of the Local Government Regulations 2005 Council nominate Premier Building and Construction Pty Ltd as the preferred tenderer for the Jindera Multi-Purpose Community Centre project and that Council enter into negotiations with Premier Building and Construction Pty Ltd with the aim of amending design parameters of the project to reduce the overall cost and maintain budget integrity. The reason for entering into negotiations with Premier Building and Construction Pty Ltd is that Premier Building and Construction Pty Ltd is the lowest priced tenderer by a considerable margin and as such it is unlikely that the cost savings required to maintain budget integrity could be obtained through negotiations with any of the other tenderers.*

In accordance with the above resolution, negotiations have taken place with Premier Building and Construction in relation to the scope of the project and overall pricing.

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JINDERA MULTI PURPOSE COMMUNITY CENTRE (MSO) PROJECT [CONT'D]

At the conclusion of the negotiations the following amendments have been made to the building:

Amendment	Adjustment to Tended Price	Comment
Removal of works associated with underground water tank	-\$11,000	Initial plans included the installation of a large underground water tank. Given the relatively low water consumption expected at the building the cost of the on-site water storage is considered too high.
Removal of provisional sum for internal features	-\$20,000	Optional item which will not impact on the overall operations of the building.
Removal of raised roof section over the meeting room	-\$16,932.50	The raised roof would have provided an element of architectural interest to the ceiling in the meeting room however the feature is not essential.
Removal of Bi-Fold door into kitchen and replace with lightweight wall and double doors	-\$6,015.45	The installation of a standard door configuration will not be a practical as the Bi-Fold option however it is considered acceptable.
Alternate floor coverings	-\$4,286.55	An alternate carpet has been sourced which is of similar standard to the specified carpet.
Total Cost Savings (excluding GST)	-\$58,234.50	
ADD: Additional costs associated with revised engineer drawings (estimated)	+\$4,000	Engineer drawings for the roof design will need to be amended due to the removal of the raised roof section and hydraulic design amended due to removal of underground water tank.

Taking into consideration the above project amendments, the total contract price submitted by Premier Building and Construction is \$1,487,145.19.

BUDGET IMPLICATIONS

Costs associated with the construction of the proposed Jindera Multi-Purpose Community Centre will be met from existing funds held in reserve following the sale of the Jindera Aged Care facility. As at the 30 June 2016 a total of \$1,537,034 remains in reserve. The revised tender price negotiated with Premier Building and Construction is within budget parameters for the project.

A full financial analysis of the project was undertaken as part of the required Capital Expenditure Review. However, in order to be fully transparent in relation to the financial impacts of proceeding with the project, the following analysis is provided overleaf.

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JINDERA MULTI PURPOSE COMMUNITY CENTRE (MSO) PROJECT [CONT'D]

Financial Impact of Current Rental Commitments	
Current Operating Costs	
Rental – Jindera Customer Service Centre	\$36,740
Rental – Children Services offices (note: this is an internal charge only)	\$8,900
Utilities – Jindera Customer Service Centre	\$4,326
Utilities – Children Services offices	\$3,131
Cleaning– Jindera Customer Service Centre	\$8,405
Cleaning– Children Services offices	\$3,977
TOTAL	\$65,479
Less Rental Offsets	
Rent received from Jindera Customer Service Centre sub-lease	-\$16,533
Rent received from Children Services	-\$8,900
Rent received from Riverina Noxious Weeds Project	-\$5,146
NET OPERATING COSTS	\$34,900

Estimated Financial Impact of Jindera Multi-Purpose Community Centre	
Estimated Operating Costs	
Utilities – Jindera Multi-Purpose Community Centre	\$18,000
Cleaning – Jindera Multi-Purpose Community Centre	\$15,000
Maintenance – Jindera Multi-Purpose Community Centre	\$5,000
Insurance – Jindera Multi-Purpose Community Centre	\$4,000
TOTAL	\$42,000
Less Rental Offsets	
Rent received from sub-leases	-\$16,200
Rent received from Children Services	-\$15,000
Rent received from Riverina Noxious Weeds Project	-\$5,146
NET OPERATING COSTS	\$5,654

Based on the above financial analysis the net operating costs for the proposed Jindera Multi-Purpose Community Centre will be lower than current operating and rental costs for the Jindera Customer Service Centre and Children Services offices. The fact that Council will be occupying a building that it owns and operates rather than paying substantial rental to a third party is the main contributing factor to achieving a lower net annual operating spend.

The initial financial analysis undertaken as part of the Capital Expenditure Review included an opportunity cost of \$44,800 based on having \$1.6m invested at 2.8%p.a. It should be noted however that an opportunity cost has not been included in the above analysis on the basis that if Council did not utilise the full amount of funds currently held in reserve for the Jindera Multi-Purpose Community Centre project it is likely that the funds would be utilised for another purpose and not held as a long term investment.

It should also be noted that the offices of Greater Hume Children Services are occupied under a short term lease arrangement from the owners of the Jindera Hostel, UPA, and as such an essential element of Council's operations is not currently housed in secure, long term accommodation.

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JINDERA MULTI PURPOSE COMMUNITY CENTRE (MSO) PROJECT [CONT'D]

Previous investigations have confirmed that accommodation in Jindera suitable for the service is difficult, if not impossible, to find. Indeed, the only premises currently available that may suit the needs of Greater Hume Children Services are being offered for significantly higher rental which would be financially crippling for the service and would be unsustainable.

CONCLUSION

The tender process for the Jindera Multi-Purpose Community Centre attracted a number of submissions from experienced contractors. However given that all tenders submitted exceeded the budget allocation for the project Council resolved to not accept any tender and, in accordance with Clause 178 (3)(e) of the Local Government Regulations 2005, Council entered into negotiations with Premier Building and Construction as the lowest priced tenderer with the aim of amending design parameters of the project to reduce the overall cost and maintain budget integrity.

Negotiations with Premier Building and Construction have been successful and the revised tender price is within budget parameters for the project.

RECOMMENDATION

That:

1. the amended Tender received from Premier Building and Construction Pty Ltd for the construction of the Jindera Multi-Purpose Community Centre project for the amount of \$1,487,145.19 (excluding GST) be accepted as the preferred Tender.
2. the Mayor and General Manager be authorised to execute contract and other associated documentation under the Common Seal of Council

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ENGINEERING

1. CREATING A PLAN FOR BETTER URBAN ADDRESSING IN JINDERA

Report prepared by Manager Assets – Andrew Vonarx

REASON FOR REPORT

To develop a plan from the responses received from the first community engagement meeting that will involve strategies to improve the street naming and numbering in Jindera.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 3.1 To improve quality of life and sustain our populations

Action 3.1.1 Implement the actions to improve support, connection.

DISCUSSION

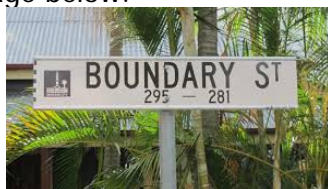
At the May 2016 meeting, Council received a report on the outcome of the first community meeting held in March 2016 with Jindera residents regarding the creation of a plan for improvements to urban addressing in the township of Jindera. The report also contained a summary of the responses received from the questionnaire sent out with the community engagement guide earlier in the year. For background, a copy of that report is attached as **ANNEXURE 5**.

Applying the information gained from the community engagement meeting held on 8 March 2016 and questionnaire, the most desired actions were to provide house numbering on street signs and at the front of properties on the kerb and to replace range numbers with a single number at the properties where this applies.

There was strong resistance from residents to change street names or renumber houses due to concern of the work involved in updating addresses and the confusion that may be created during the changeover period while people get used to new street names.

In response to community engagement activities so far, the writer is recommending that Council endorse Actions 1 to 3 below and that an allocation for the work be made in the 2017/2018 budget.

- **Action 1** - All houses with a range number (eg: 93-95 Gibson St) can be addressed using the location of the drive, in this case 93 Gibson Street. There are 67 properties this applies to, and the proposal is to contact all these residents and discuss the options to obtain individual owner(s) agreement on a viable address.
- **Action 2** - Install new street signage with the range of stated numbers in the stated block, as shown in picture image below.



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CREATING A PLAN FOR BETTER URBAN ADDRESSING IN JINDERA [CONT'D]

- **Action 3** - paint house numbers on the kerb where available.
There are 300 properties with kerb or headwalls on culverts and 130 properties that have no kerb or culvert headwalls where it is preferred that the number signs be placed on a pole at the front of the property. The house number on the kerb will be painted on using glass spheres as the reflective agent to improve visibility at night.

Suggested location for the number is on the face of the kerb or on the wings of the driveway.

Where no kerb and a culvert exist, the headwalls of culvert may be appropriate and where no headwalls, providing a sign on a short post may be the best solution.

The location of these numbers will need to be assessed for each site and more than one number may be needed to ensure visibility from both directions.

Renaming and Renumbering of Affected Streets

Proposed Action 4 – Council is proposing further community engagement with affected residents of Wood Street, Fallon Street, Creek Street (western end), Jindera Street (south from Adams Street) and Gibson Street (northern section) (refer **ANNEXURE 5** for map highlighting affected streets).

It is proposed that Council write to all affected residents described below asking them to consider re-naming the section of the street as a “name Court” and effective renumbering to eliminate confusion especially for emergency services accessing residences in a timely manner. This will involve approximately 35 property owners.

1. **Wood Street** – north end off Creek Street;
Existing house Numbers – 69, 71, 73, 75 (north of Creek St)
- 82 and 85 to 96 (south of Creek St).
2. **Fallon Street** – north end (south of Creek St);
Existing house Numbers –84, 85, 87 to 96 and 98
3. **Creek Street** – (western end combine with north end of Jindera Street);
Existing house Numbers Jindera St – 87, 89
Creek St, 149, 147, 145, 143, 140, 139, 137, 135, 133.
4. **Jindera Street** (south from Adams Street);
Existing house Numbers – 103, 105, 107 and 151 Adams St
5. **Gibson Street** - northern section;
Existing house Numbers – (north of Creek St) – 74, 76, 80.
(South of Creek St) 81-83, 85-87, 89-91 and 93-95 on the left with 82-84, 86-88, 90-92, 94 and 96 on the right.

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CREATING A PLAN FOR BETTER URBAN ADDRESSING IN JINDERA [CONT'D]

Letters will be sent to the impacted land owners asking them to consider the advantages of renaming the street overriding the inconvenience of changing their address on all of their business and personal contacts. Council will also be seeking suggestions for names for the courts. A further report on Action 4 strategy will be presented to a future meeting of Council.

BUDGET IMPLICATION

Administrative staff costs are covered in current budgets for Actions 1 to 4.

Actions 1, 2 and 3 - street sign replacement, painting numbers on the kerb and headwalls and providing and erecting signs with house numbers will be an additional cost to the Council of approximately \$28,000 which would need to be included in next year's budget.

RECOMMENDATION

That:

1. Council endorse Action 1, 2 and 3 and further proposed community engagement for Action 4 outlined in the report
2. funding for Actions 1, 2 and 3 estimated at \$28,000 be considered in the 2017/2018 Budget
3. Council also endorses the proposed Action 4 for further community engagement with affected residents in Wood Street, Fallon Street, Creek Street, Jindera Street and Gibson Street as detailed in the report.

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2. DRAINAGE AND STREETScape WORKS, SLADEN STREET, HENTY

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To consider tenders for the streetscape works and the upgrade of the drainage to Sladen Street, Henty, between Allen Street and Ivor Street.

REFERENCE TO DELIVERY PLAN ACTION

Action 11.3.2.1 Upgrade streetscapes in all major towns within the shire.

DISCUSSION

Sladen Street forms the basis of the main shopping precinct in Henty. Previous stages of the works included the Allan St/Sladen Street roundabout and drainage outfall to Smart Street.

The work remaining to be completed is the continuation of drainage along Sladen Street and the construction of planter beds, asphalt footpaths and concrete pavers. Other works not contained in the tender scope include the re-location of two streetlights near the roundabout or remedial work to existing veranda posts/awnings.

The design, cost estimates and tender documents were prepared by two separate consulting firms; an engineering consultant for the drainage portion and a landscape architect for the streetscape work. Both cost estimates used unit rates that were reasonable were it not for the requirement to minimise disruption to public amenity.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on the Tenderlink website.

A site meeting was held for the information of prospective tenderers on 19 September 2016. No contractors attended this meeting although one contractor arranged for a site visit at a later date.

Tenders closed on Wednesday 5 October. Only a single tender was received via the Tenderlink portal from the contractor who attended that site visit.

The submitted price from Longford Civil was \$669,625.08 (exclusive of GST).

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DRAINAGE AND STREETScape WORKS, SLADEN STREET, HENTY [CONT'D]

The following shows the breakdown of the tender as received and the comparison to the cost estimate.

Item	Description	Amount (exc. GST)
Drainage	Consultants Estimate	\$224,025.00
Drainage	Tender Received	\$315,542.00
Streetscape	Consultants Estimate	\$309,224.45
Streetscape	Tender Received	\$354,083.08

BUDGET IMPLICATION

The sole tendered price of \$669,625.08 (excl. GST) is in excess of the remaining budget of \$507,700. The tendered price does not include the relocation of streetlights or the possibility of provisional items such as unavoidable damage to awnings which could be expected to amount to 5% of the tender price.

CONCLUSION

Given that only one tender has been received (Longford Civil) it is not considered appropriate to enter into negotiations with the sole tenderer and that at this point retendering the project may achieve an improved outcome. Should a second round of tendering not result in more competitive pricing, Council retains the option under section 178 (3) (e) of the Local Government (General) Regulation 2005 to negotiate with any person (whether or not the person was a tenderer).

RECOMMENDATION

That:

1. in accordance with clause 178 (1) (b) of the Local Government (General) Regulation 2005 Council resolve to decline the tender submitted by Longford Civil and
2. Council invite, in accordance with clause 167 of the Local Government (General) Regulation 2005, fresh tenders based on the same or different details.

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3. 2015/16 SPRAY SEALING WORKS - GREATER HUME, LOCKHART, AND COROWA SHIRE COUNCILS

Report prepared by Acting Director Engineering – Michael Oliver

REASON FOR REPORT

To inform councillors on the selection of a contractor for the provision of spray sealing works for Greater Hume, Lockhart and Corowa Councils for 2016/17.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 5.2 To provide and maintain safe and serviceable public facilities and infrastructure including roads, drainage and footpaths.

Action 5.2.6 Ensure that a quality rural road network is provided and maintained throughout the shire.

DISCUSSION

The provision of spray sealing (including resealing of roads, primer sealing of new roads and associated works) is a major expense to Council. This work, because of its specialised nature, is completed mostly by specialised contractors. Last year Council along with Federation and Lockhart Councils joined together and utilised Local Government Procurement (LGP) to undertake the tender process and selection of a contractor to undertake work for all three councils.

The benefit of a multi Council approach was a lower overall price due to the larger quantum of work to be completed. As initiator, Greater Hume took on the role as the coordinator of the process for the submission and assessment of the RFQ for all three councils last year. This year Lockhart Shire took on the coordinating process.

Following the RFQ process this year, five quotes for services were submitted with the quote from State Asphalt Services Pty Ltd the most competitive (see assessment in **ANNEXURE 6**).

It is pleasing to note that the process has again provided all councils with extremely competitive price for the works to be completed.

Total value of the work is \$3.5 Million for all three councils combined, with Greater Hume proportion being \$1.8 million.

BUDGET IMPLICATION

Council's current budget provides for the resealing and primer sealing of Council road network including the completion of resealing work under Council's Road Maintenance Council Contract with the Roads and Maritime Services for works undertaken on the State Road Network. The pricing proposed by the successful contractor is within budget parameters.

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2016/17 SPRAY SEALING WORKS GREATER HUME, LOCKHART, AND COROWA SHIRE COUNCILS [CONT'D]

CONCLUSION

The tender from State Asphalt Services Pty Ltd as shown is the most competitive from the five tenders received. Council's participation in the LGP contract also provides significant savings to all Councils due to the number of councils involved.

RECOMMENDATION

That report be received and noted.

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PART B - ITEMS FOR INFORMATION

GOVERNANCE

1. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

To ensure councillors are updated with changes to legislation or the strategic direction of Local Government in NSW.

DISCUSSION

ENCLOSED SEPARATELY with the agenda is a listing of OLG Circular 24 – 37/2016. Copies of OLG Circulars are available from the website www.olg.nsw.gov.au or alternatively by contacting Council.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

2. LOCAL GOVERNMENT NEW SOUTH WALES (LGNSW) – WEEKLY CIRCULARS

REASON FOR REPORT

To ensure councillors are updated with changes to legislation or the strategic direction of Local Government in NSW.

DISCUSSION

ENCLOSED SEPARATELY is a listing of Table of Contents of LGNSW Weekly Circulars and 35 - 40/2016. Copies of LGSA Weekly Circulars are available from the website www.lgsa.org.au or alternatively by contacting Council.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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3. TOURISM AND PROMOTIONS OFFICER'S REPORT

Report by Tourism and Promotions Officer – Kerrie Wise

REASON FOR REPORT

To update councillors regarding working projects undertaken by the Tourism and Promotions Officer.

DISCUSSION

The report on projects being undertaken by the Tourism and Promotions Officer is attached at **ANNEXURE 7**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

4. ECONOMIC DEVELOPMENT QUARTERLY BRIEFING REPORT

**Report prepared by Executive Assistant Governance/Economic
Development – Marg Killalea**

REASON FOR REPORT

To provide a quarterly briefing regarding economic development initiatives undertaken by the ED Team (General Manager and Executive Assistant Governance/Economic Development).

DISCUSSION

The report on progress on initiatives being undertaken during the period June to September 2016 is attached at **ANNEXURE 8**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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CORPORATE AND COMMUNITY SERVICES

1. CUSTOMER REQUEST MODULE – SUMMARIES OF MONTHLY REQUESTS

For councillors' information, the Customer Request Module reports are **ENCLOSED SEPARATELY**.

2. STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 31 AUGUST 2016

The statements of bank balances and investment report as at 31 August 2015 is attached at **ANNEXURE 9**.

3. HUMAN RESOURCES REPORT FOR AUGUST 2016

REASON FOR REPORT

To advise councillors on human resources activities such as new staff, resignations and staff development programmes.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 9.4 To provide appropriate training and mentoring for our shire's workforce.
Action 9.4.1 Implement continual learning actions.

DISCUSSION

The following staff commenced duties with Council during September 2016:

Kenneth Karpany	Town Maintenance Operator - Jindera
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The following staff ceased duties with Council during September 2016:

Elizabeth Villiers	Casual Administration Assistant – Family Day Care
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BUDGET IMPLICATION

Nil.

CONCLUSION

For Councillors' information.

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4. COMMUNITY SERVICES QUARTERLY BRIEFING REPORT

**Report prepared by Community Health & Wellbeing Coordinator –
Jody Whitley**

REASON FOR REPORT

To provide a quarterly briefing regarding community service initiatives undertaken by community service staff.

DISCUSSION

The report on progress on initiatives being undertaken during the period July to September 2016 is attached at **ANNEXURE 10**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
TO BE HELD AT THE COMMUNITY MEETING ROOM, LIBRARY COMPLEX,
LIBRARY COURT, HOLBROOK
ON WEDNESDAY, 19 OCTOBER 2016**

ENGINEERING

1. SEPTEMBER REPORT OF WORKS

Grants Program

State Roads Maintenance (RMCC):

Maintenance works on state roads under the RMCC with the Roads and Maritime Services is continuing. This has increased recently due to wet weather conditions.

Roadside spraying and slashing on MR 78 (Olympic Highway) is complete.

Regional Roads Block Grant:

Due to wet weather conditions, general maintenance has increased on Regional roads throughout the shire.

Local Roads

Sealed:

Sealing and linemarking work will be undertaken on Fairbairn Rd when weather conditions are more favourable.

Pavement maintenance has also increased due to wet weather conditions on local roads throughout the Shire.

Unsealed:

Gravel repairs on a number of unsealed roads have been undertaken due to damage caused by recent weather conditions.

Gravel resheeting has been carried out on Mirrabooka Rd.

Maintenance grading has taken place on the following roads in September.

- Bahrs Rd
- Blight Road East
- Brittas Reserve Rd
- Burma Rd
- Coach Rd
- Fielder Moll Rd
- Funk Rd
- Kendalls Rd
- Kiley Rd
- Kings Bridge Rd
- Knox Rd
- Llewellyn Rd
- McGorman Ln
- Nioka Rd
- Plunkett Rd
- Quartz Hill Rd
- Reapers Rd
- River Rd
- Rosedale Rd
- Ryan Stock Rte
- Shippards Rd
- Stein Rd
- Woodswallow Ln

Urban Streets:

Drainage works have been undertaken in various urban areas due to constant rainfall.

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REPORT OF WORKS [CONT'D]

General:

A backflow prevention flap has been installed on the stormwater system in Gordon street, Culcairn. This will alleviate rising creek waters entering the stormwater system.

Due to the extreme weather conditions over the past months, staff have concentrated on rehabilitation works with flood damage, water over road, trees down and general road repairs.

General maintenance of all parks and public toilets within the shire is ongoing.

Monthly Works Maintenance Expenditure:

Local Roads Program	Original Budget	YTD Budget	YTD Expenditure	YTD Variance
Urban Local Roads	\$530,000.00	\$132,500.00	\$80,010.17	\$52,489.83
Urban Roads Unsealed	\$60,000.00	\$15,000.00	\$8,152.92	\$6,847.08
Rural Roads Sealed	\$600,000.00	\$150,000.00	\$159,189.70	-\$9,189.70
Rural Roads Unsealed	\$1,050,625.00	\$262,656.25	\$449,203.84	\$186,547.59
Street Tree Maintenance	\$247,235.00	\$61,808.75	\$43,479.96	\$18,328.79

Regional Roads Program	Original Budget	YTD Budget	YTD Expenditure	YTD Variance
Maintenance	\$799,360.00	\$199,840.00	\$174,053.28	\$25,786.72
Traffic Facilities	\$133,933.00	\$33,483.25	\$19,557.74	\$13,925.51

Sportsgrounds, Parks & Public Toilets	Original Budget	YTD Budget	YTD Expenditure	YTD Variance
Sportsground Maintenance	\$112,000.00	\$28,000.00	\$43,911.25	-\$15,911.25
Parks & Gardens Maintenance	\$240,643.00	\$60,160.75	\$61,838.84	-\$1,678.09
Public Toilets Maintenance	\$171,134.00	\$42,783.50	\$35,119.47	\$7,664.03

NB : Sportsground Maintenance excludes annual GHSC contribution payment

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2. WATER & SEWER REPORT – SEPTEMBER 2016

Capital Works Program:

- Works suspended due to wet weather conditions.

Operation & Maintenance:

- Sewer main choke cleared - Comer St Henty
- Sewer main choke cleared - Vine St Holbrook
- Sewer junction choke cleared - Watson St Jindera
- Replace 6 frost damaged meters - Jindera area
- 3 Water service repairs - Culcairn
- 2 Water service repairs - Jindera
- 1 New water service – Jindera area
- Holbrook SPS 1 maintenance/repairs.

Drinking Water Monitoring Program:

- 8 - Water samples for Microbial Water Analysis submitted in the month of September 2016 for Villages and Culcairn Water Supply have all complied with the Australian Drinking Water Guidelines.

Upcoming Month:

- Village Water Scheme, water main maintenance
- Culcairn, water main maintenance
- Water meter replacements
- Install dosing system at Holbrook SPS 1.

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF SEPTEMBER 2016

The schedule of development applications processed for the month of August 2016 is attached at **ANNEXURE 11**.

2. SENIOR WEEDS OFFICER'S REPORT – SEPTEMBER 2016

The inclement weather has again caused the spraying program to be a stop/start operation. When possible the spraying of the road shoulders has continued throughout the shire. The Gerogery Reserve has also been sprayed for broadleaf weeds and has had Round Up applied around the fence lines.

The Senior Weeds Officer has attended the weed management executive meetings in Wagga Wagga. The progress of putting together a new listing of weeds for the Biosecurity Act is progressing with the changes to the weeds listing and control status to be discussed at Riverina and Murray Weed Management meetings on 11 and 13 October and should be available for the November council meeting.

The wet weather has interrupted the inspection program to the point where most inspections for weeds have been on along Council roadsides and only where possible have inspections been carried out on private properties.

3. RANGER'S REPORT – SEPTEMBER 2016

COMPANION ANIMALS

No. of Complaints Received 27		Including: 4 barking dogs, 22 roaming dogs, and dealing with 1 aggressive dog.	
No. of dog attacks:	2	Location:	Lankeys Creek: 2 dogs attacking sheep over a month period. Dogs shot by dog trapper. Dog's owner contacted. Henty: 2 dogs attacked sheep, 10 died from injuries. Dogs caught and euthanized. Owner compensating for sheep and fines being issued.
Comments:			
		Dogs	Cats
In Council's Facility at Beginning of Month			
Captured & Returned to Owners		5	
Captured & Impounded		13	3
Released from Pound to Owners		8	

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RANGER'S REPORT [CONT'D]

Surrendered by Owners		
Rehomed	4	2
Euthanased		1
Remaining in Council's Facility at End of Month	1	

FERAL CATS

No. of Complaints:	3
No. Feral Cats caught:	3

LIVESTOCK

	Cattle	Sheep	Horses	Goats	Other Pigs
No. of Reports of Stock on Roads	7	3			1
Instances - Returned to owners	7	3			
Impounded					1
Vehicle accidents involving stock					

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

None.

ABANDONED VEHICLES

- Nine vehicles remain impounded.
- One vehicle impounded from Jindera and one in Morven.
- One vehicle removed by owner in Holbrook.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Jindera and Holbrook – unsightly and overgrown properties - orders and infringements issued.
Pollution: Noise	Jindera – barking dogs – owners spoken to and addressing the issue. Holbrook - barking dogs. Jindera- Rooster.
Pollution: Waste	Moorwartha – household items. No owner identified. Council to remove. Holbrook – Wagga Road household waste - no owner identified, Council to remove.

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RANGER'S REPORT [CONT'D]

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	No.	Compliant	Work's required	Order Issued	Re-Inspection Required
OSMS Compliance Inspections	4	2	2		2
Pre-Purchase Inspections	2		2	1	1
OSMS Orders Compliance Inspections	3	3			

OTHER WORKS CONDUCTED

- Companion Animal Registrations continuing to come in from the letters sent out and follow up.
- Menacing and dangerous dog compliance checks.
- Microchipping dogs and cats.
- Assisting the RSPCA with excessive number of animals kept.
- RID online (Report Illegal Dumping online) updating with data entry.
- NSW Companion Animal Register upgrades webinars attended.
- All plumbing and septic inspection forms upgraded for compliance.
- Holbrook Landfill pump and evaporation pond upgrades.

RECOMMENDATION

That Part B of the Agenda be received and noted.

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PART C – COMMITTEE AND DELEGATE REPORTS

Attached, in **ANNEXURE 12**, are minutes/notes of the following meeting:

- Minutes of the Greater Hume Shire Council Tourism Advisory Committee Meeting held on 10 August 2016
- Minutes of the Greater Hume Youth Advisory Committee Meeting held on 1 September 2016
- Minutes of the Greater Hume Shire Council Work Health and Safety/Risk Management Meeting held on 20 September 2016

DELEGATES REPORTS

Nil.

RECOMMENDATION

That Part C of the Agenda be received and noted.