



# Greater Hume Shire

To: «Name»

## **ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL**

**WEDNESDAY, 17 AUGUST 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.

**The following speaker(s) have listed to speak during the Public Forum:**

**Sue Russell – Choice of plaques in the Holbrook Lawn Cemetery**

STEVEN PINNUCK  
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED  
REFER OVERLEAF

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL**

**WEDNESDAY, 17 AUGUST 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 – 20 July 2016

**6. ACTION REPORT FROM THE MINUTES**

**7. MAYORAL REPORT**

**8. REPORTS FROM OFFICERS**

**PART A For Determination**

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

**PART B For Information**

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

**PART C For Information**

**9. MATTERS OF URGENCY**

**10. QUESTIONS ON NOTICE**

**11. CLOSED COUNCIL – CONFIDENTIAL REPORTS**

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## **MAYORAL REPORT**

1. **MAYORAL REPORT TO FINAL COUNCIL MEETING FOR THE CURRENT TERM OF COUNCIL**

**Report prepared by Mayor - Cr Heather Wilton**

It is with pleasure that I give a final report to Council at the last meeting prior to the 2016 Elections.

It is my belief that the previous four years have provided great progress and consolidation to the residents and ratepayers of the Greater Hume Shire Council, delivering new and upgraded roads and services across the shire, two roads in particular, Alma Park Road and the Yarara Gap Road, had been many years in the making and are now completed. The badly needed upgrade to the Coppabella Road was another highlight.

I have referred to my notes to prepare this report and I consider the following with which this Council has had to contend:

- Repair and restoration of roads, bridges and buildings following multiple flooding events which occurred in 2010 and 2011, approx. \$5m being spent
- Preparation and exhibition of Council's first Local Environment Plan
- Streetscape improvements in Holbrook
- Refurbishment of Culcairn Water Reservoir
- Sale and disposal of Holbrook and Jindera residential Aged Care Facilities
- Many of Council's Policies, Strategies and Procedures have been revised and updated
- Revised Shire Visitors Guide and installation of Visitor Information Boards across the shire
- Established a new Library Service with Riverina Regional Library
- Completion of Holbrook and Woomargama Bypasses
- Commissioning of the Henty West Rail Spur line and now ongoing lobbying for the rail crossing north of Henty
- Redevelopment of the Henty Library completed with a grant of \$200,000 and free Wi-Fi in our libraries
- Upgrades to Culcairn and Holbrook Caravan Parks
- Purchase of land for MSO at Jindera, and which is now well on the way to be constructed
- Lease of most of Council's swimming pools and soon to be completed new pools in Jindera, Henty and Holbrook
- Development of a major service centre at Holbrook; construction of new Service Station at Jindera
- Develop Special Rating Variation
- Improvements to Cookardinia and Carabost Halls
- Continuing support to the "Wirraminna Environmental Centre" at Burrumbuttock
- Assisted with many Centenary celebrations across Greater Hume Shire
- Launch across the shire of the successful "Buy Local" Campaign
- Recognition of Greater Hume Children Services as one of six leading family day care providers in Australia

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MAYORAL REPORT TO FINAL COUNCIL MEETING FOR THE CURRENT TERM OF COUNCIL  
[CONT'D]

- Completion of Culcairn, Henty and Holbrook Flood Plain Risk management Plans
- Flood studies well under way for Jindera and Walla Walla
- Continuing active membership of REROC and RAMROC
- Opening of the Community Recycling Centre at Culcairn Landfill and completion of the Waste Transfer Station at Henty

And the list could go further.

But I think the real highlight earlier this year for the Greater Hume Shire Council, has been the release of the IPART report and thereby the declaration that Greater Hume Shire has been deemed FIT for the FUTURE. Something which this Council and its staff especially have worked tirelessly.

Being deemed Fit amongst 43 regional councils from a total of 104 was a sensational result, and one which we cannot just take for granted.

Congratulations and thanks are extended to General Manager, Steven Pinnuck who led a wonderful team of senior staff and many others to make it happen. Greater Hume Shire is indebted to you all.

Heather Wilton  
**Mayor**

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## **OFFICERS' REPORTS – PART A – FOR DETERMINATION**

### **ENVIRONMENT AND PLANNING**

1. **DEVELOPMENT APPLICATION 10.2016.71 – 13 LOT SUBDIVISION -  
HOLBROOK AIRPARK**

**Report prepared by Consultant Planner – Habitat Planning**

#### **REASON FOR REPORT**

For Council to again consider an application for a 13 lot subdivision at the Holbrook Airpark. The proposal relates to Lot 2 in DP1123880, addressed as 361 Holbrook-Wagga Road, Holbrook. The applicant is John Ferguson and the landowner is Council.

This report represents an assessment of the application under the *Environmental Planning and Assessment Act 1979* (EP&A Act) made independently by town planning consultants Habitat Planning because of Council's ownership. The application is being reported to Council because it is the land owner and submissions have been received from the public following notification.

#### **REFERENCE TO DELIVERY PLAN ACTION**

Strategy 7.8 Provide efficient and effective environmental health and building services to the community.

Action 7.8.1 Process all developments applications as submitted.

#### **DISCUSSION**

At the July Ordinary meeting this report was considered and the following minute was resolved at that meeting:

**4417 MOTION** [Osborne/Meyer]

*That the matter be deferred pending an onsite inspection and meeting with interested parties from the Holbrook Air Park.*

A number of councilors will visit the site on 12 August and hold discussions with submitters, at present the writer has considered no change to the original report is required.

The report from the July meeting has therefore been resubmitted below in full as provided to Council at the July meeting.

The proposal is to create 13 small allotments on Lot 2 DP1106498 within the Holbrook Airpark to provide additional development opportunities for users of the facility. All lots are square in shape with an area of 324m<sup>2</sup>. They are aligned along the opposite side of a taxiway that currently services other airpark related development.

The proposed modified subdivision plan is attached at **ANNEXURE 1**.

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[CONT'D]

**Consultation & Referral Process**

The application was notified to all landowners within the airpark and given public notification. Four submissions were received objecting to the application and two in support as a result of this process. Consideration of these submissions is given later in the report.

**Engineering Comment**

Council's Engineering Department has reviewed the application and advises:

- An engineering construction certificate is required to be submitted which will demonstrate how drainage from the development is to be addressed and provision for access to the allotments.

**Assessment**

A development application requires Council to make an assessment in accordance with the requirements of Section 79C(1) of the EP&A Act. The following represents that assessment.

- **79C(a) The provisions of any current or draft environmental planning instrument, development control plan, or matters prescribed by the regulations**

**State Environmental Planning Policies**

*State Environmental Planning Policy 55 - Remediation of Land (SEPP55)* requires Council to consider the potential for any land proposed for development to be contaminated. There is no evidence or known specific locations within the subject land that may have been utilised for activities leading to potential contamination.

Consequently Council can be satisfied that further investigation of the land for potential contamination is not warranted.

**Greater Hume Local Environmental Plan 2012**

The *Greater Hume Local Environmental Plan 2012* ("the LEP") is the principal environmental planning instrument applicable to the property. The relevant matters of the LEP are addressed as follows.

**Clause 2.6** requires a development application for the subdivision of land.

The subject land is zoned RU1 Primary Production under the LEP for which the objectives are:

- *To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*
- *To encourage diversity in primary industry enterprises and systems appropriate for the area.*
- *To minimise the fragmentation and alienation of resource lands.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To maintain the rural landscape character of the land.*



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These objectives are generally aimed at agricultural and related land uses. Within the context of the airpark, consistency with the objectives is more about 'fitting in' with the surrounding rural area.

**Clause 4.1** of the LEP requires that lots created in a subdivision must be at least the size specified on the Minimum Lot Size (MLS) map. In this case the MLS for the subject land is 100ha and consequently all lots are non-compliant. However **Clause 4.2AA** allows for lots less than the MLS to be created within the RU1 zone "*if the consent authority is satisfied that the use of the land after the subdivision will be the same use (other than a dwelling house or a dual occupancy) permitted under the existing development consent for the land.*" As the use of the land for an airpark is approved, Clause 4.2AA can be utilised to create the smaller lots. Subclause (3) requires that Council must not grant consent to development on land to which this clause applies unless it is satisfied in regards to a number of matters. An assessment of these matters is undertaken in the following table.

MATTER TO BE SATISFIED	RESPONSE
(a) the subdivision will not adversely affect the use of the surrounding land for agriculture.	The airpark is already established and the additional lots will not create any additional effects on the surrounding land.
(b) the subdivision is necessary for the ongoing operation of the permissible use.	The subdivision will create the opportunity for additional users of the airpark and enhance current operations.
(c) the subdivision will not increase rural land use conflict in the locality.	The airpark is a 'low use' facility that does not generate a large amount of activity and the additional lots are not expected to exacerbate current impacts.
(d) the subdivision is appropriate having regard to the natural and physical constraints affecting the land.	The airpark is of little environmental significance. It is situated on flat land and devoid of trees. The subdivision will exacerbate any existing environmental impacts.

**Clause 6.7** of the LEP relates to essential services and states:

*Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required:*

- (a) *the supply of water,*
- (b) *the supply of electricity,*
- (c) *the disposal and management of sewage,*
- (d) *stormwater drainage or on-site conservation,*
- (e) *suitable vehicular access.*

There is no reticulated water or sewerage at the airpark although it is noted that the lots proposed are for 'hangars only' with no infrastructure other than drainage.

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DEVELOPMENT APPLICATION 10.2016.71 – 13 LOT SUBDIVISION - HOLBROOK AIRPARK  
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**Greater Hume Development Control Plan 2012**

The *Greater Hume Development Control Plan 2012* ("the DCP") applies to all land within the Shire. **Chapter 6** of the DCP relates to subdivision generally, and sets out a number of development standards. Each of these is addressed in the following table.

DEVELOPMENT STANDARD	RESPONSE
<p><b>Staging</b></p> <p>1. Where staging of a subdivision is proposed, a staging plan must be submitted with the development application.</p> <p>2. Staging of subdivision should have regard to the existing and proposed provision of services and avoid staging development which would have negative impacts upon infrastructure provision and/or design.</p>	<p>The subdivision is not proposed in stages however the Master Plan in Chapter 11 of the DCP indicates a staged development of the airpark. The proposal is generally consistent with Stage 1 of the Master Plan.</p> <p>No staging of the subdivision is proposed.</p>
<p><b>Movement network</b></p> <p>1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. All development for subdivision must comply with the Council's standards for road design.</p> <p>3. For lots fronting a main road, access shall be from a secondary road where the opportunity exists.</p> <p>4. All lots are to be provided with access to a public road. Easements for access will only be considered in extraordinary circumstances.</p> <p>5. Any upgrade or construction of a public road to provide access to a lot shall be at the applicant's expense.</p>	<p>Council's Engineers have assessed the application and have requested an engineering construction certificate.</p> <p>No new roads are proposed. Access to the new lots is to be via an easement which will likely be at the rear of the hangers.</p> <p>Whilst the airpark itself has frontage to the Holbrook-Wagga Road, all of the lots are contained within the site.</p> <p>Lots will access a public road (Holbrook-Wagga Road) via an easement over the airpark site. The creation of public roads to service lots is not warranted having regard for their size and low level of usage.</p> <p>There are new roads and existing roads (Holbrook-Wagga Road) will not require upgrading as a result of the lots being created and subsequently developed with hangars only.</p>
<p><b>Lot design</b></p> <p>1. <i>Compliance with the Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. Multi-lot subdivisions should provide for a range of lot sizes.</p>	<p>Council's Engineers have assessed the application and requested an engineering construction certificate.</p> <p>All lots are proposed to be around 324m<sup>2</sup> in area. A range of lot sizes is not necessary at this stage of the airpark's development.</p>

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DEVELOPMENT STANDARD	RESPONSE
<p>3. Lots are to be provided with legal and practical public road access.</p> <p>4. Lots are to be designed to accommodate the type of development envisaged. Irregular shaped lots or lots too small will be regarded by Council as incompatible with objectives for this standard.</p> <p>5. For battle-axe allotments a minimum width of the access handle is to be 4.5m.</p> <p>6. Lots are to be able to contain a rectangular building envelope measuring 10 metres by 15 metres, suitable for the erection of a dwelling.</p> <p>7. Lots are to be designed to maximise solar access.</p>	<p>Legal and practical access to a public road from the lots is provided via an easement.</p> <p>The lots are designed to accommodate a hangar for a small aircraft and nothing else. The lots are square in shape to best suit the purposes for which they are being created.</p> <p>There are no battle-axe lots proposed.</p> <p>As the purpose of the lots is not for a dwelling, this control is not relevant.</p> <p>As the purpose of the lots is not for a dwelling, this control is not relevant.</p>
<p><b>Infrastructure &amp; services</b></p> <p>1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. Where a reticulated external potable water supply is provided, all lots shall be connected.</p> <p>3. Where a reticulated external sewerage system is provided, all lots shall be connected.</p>	<p>Council's Engineers have assessed the application and requested an engineering construction certificate.</p> <p>As the purpose of the subdivision is to provide 'hangar only' development, connections to a water supply is not required.</p> <p>As the purpose of the subdivision is to provide 'hangar only' development, it is not intended to connect the lots to a reticulated sewerage system or cater for the on-site disposal of effluent.</p>
<p><b>Hazards</b></p> <p>1. On land mapped as bushfire prone, compliance with the <i>NSW Rural Fire Service guide Planning for Bushfire Protection (2006)</i>.</p> <p>2. On land considered by Council to potentially being subjected to flooding, an investigation of the land as to the flood risk and consideration of the <i>Floodplain Development Manual: the management of flood liable land (2005)</i>.</p>	<p>The airpark is not mapped as a bush fire risk.</p> <p>The airpark is not flood prone.</p>

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DEVELOPMENT STANDARD	RESPONSE
3. On land that is, or has previously been used for a potentially contaminating activity, an investigation of the land in accordance with the requirements of <i>State Environmental Planning Policy No.55 – Remediation of Land</i> . An investigation should be in accordance with the process detailed in the State Government's <i>Managing Land Contamination – Planning Guidelines SEPP55 Remediation of Land</i> (1998).	There is no evidence to suggest the land being subdivided is potentially contaminated and hence further investigation in this regard is not necessary.
<b>Site management</b>	
1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i> .	Council's Engineers have assessed the application and requested an engineering construction certificate.
2. Compliance with <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga &amp; Hume Councils</i> .	No details were provided with the application in regards to soil and water management. Having regard for the characteristics of the lot and the low risk of erosion etc. it is acceptable that a condition be included on the consent to comply with these guidelines.

In addition **Chapter 11** of the DCP applies specifically to the airpark, the purpose of which is stated as "*to guide future development of the Holbrook Air Park precinct*". Much of the chapter relates to controls for buildings and structures as well as operational matters. The one control for subdivision is that "*land must be subdivided in accordance with the Holbrook Air Park Master Plan and the provisions of this DCP*". The Holbrook Air Park Master Plan ("the Master Plan") was prepared by Council in 2005 and involved an extensive consultative process with occupants and users of the airpark. The Master Plan was incorporated into the DCP with the preparation of the new LEP in 2012.

Chapter 11 of the DCP includes a plan showing the existing development at the air park as well as future development in three stages. Stage 1 represents the existing hangar complex as well as an additional 10 small lots. Stages 2 and 3 relate to additional hangar development within the southern and northern quadrants of the site respectively. The development applicant is consistent with the Stage 1 expansion although it proposes 13 lots rather than 10. Despite this discrepancy and having regard for the DCP acting as a guide only for development, the proposed subdivision is considered to be generally consistent with this Chapter of the DCP.

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- **79C(b) The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.**

The following table assesses the likely environmental impacts of the development.

ISSUE	ACCEPT-ABLE	RESPONSE
Context setting &	✓	The subject land is located within the airpark just north of Holbrook on the Holbrook-Wagga Road. It is not an agricultural land use and consequently it is prominent in the rural landscape. The airpark has however been established for a long time and the subdivision will not be out of context in this regard.
Access & parking	✓	All lots will have access to a public road via an easement. The purpose of the subdivision is to create small lots for 'hangar only' development. The demand for parking from such development is expected to be very low and restricted to the owner/lessee of the premises. Consequently parking is not an issue for the development.
Roads & traffic	✓	Access to the site is via the Holbrook-Wagga Road, which is a main road and constructed and maintained accordingly. The amount of traffic generated by development on the proposed lots is very small and will have no impact on the condition or function of the Holbrook-Wagga Road.
Utilities	✓	The lots are to be provided with no utilities because their purpose is to provide hangars only for small aircraft. There is no use other than storing aircraft.
Heritage	✓	The airpark is not a heritage place and does not contain any heritage items.
Archaeology	✓	There are no known archaeological items at the airpark. The likelihood of such items being present is low having regard for the lack of a watercourse being present.
Stormwater	✓	Whilst no details have been provided with the application, drainage will need to be provided for the lots created. This drainage can be relatively informal having regard for the characteristics of the site but will need to cater for stormwater generated by future hangars on the lots.
Soils & erosion	✓	Any works associated with the subdivision will need to be undertaken in accordance with the <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga &amp; Hume Councils</i> . The flatness of the site means there is a very low risk of erosion.

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ISSUE	ACCEPTABLE	RESPONSE
Flora & fauna	✓	The airpark is essentially devoid of trees and thus has a low habitat value in terms of native flora and fauna. Being a place catering for aircraft, trees are not something that should be encouraged.
Flooding	✓	The airpark is not flood prone.
Bushfire	✓	The airpark is not a bush fire risk.
Technological hazards	N/A	-
Safety, security & crime prevention	N/A	-
Privacy	N/A	-
Landscaping	N/A	-
Overshadowing	N/A	-
Land resources	✓	There are no known land resources beneath the subject land.

• **79C(c) The suitability of the site for the development.**

The site is suitable for the proposed development because it is associated with the established airpark and is in accordance with a Master Plan for future development.

• **79C(d) Any submissions made in accordance with this Act or the regulations.**

Six submissions (refer to **ANNEXURE 1**) have been received (four objecting and two supporting) following the notification of the proposed subdivision. The issues raised in objection include:

- Hangars on the lots will not be CASA compliant for setbacks from the airstrip.
- Hangars would detrimentally impact on the value of others that have a residential component.
- The site for the lots is used for the mooring of a large airship that regularly stops at Holbrook on journeys between Sydney and Melbourne. This site within the airpark is preferred for a number of operational reasons. The visits by the airship have a significant economic and social benefit to the community. It is also used by powered parachutists.
- *"A hangar farm is not a nice, friendly or indeed honest way for a developer to acquire land in order to make money".*
- It will make the airfield too busy.
- Future hangars will be detrimental to the views from existing hangars/dwellings.
- The objectives of the RU1 zone are not met.

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- The criteria for considering a reduced lot size under clause 4.2AA of the LEP are not fulfilled.
- The objectives of the DCP are not supported.
- A similar proposal 10 years ago was rejected.
- The Statement of Environmental Effects accompanying the application is inadequate.
- The amenity of the airpark will be detrimentally affected by the industrial appearance the hangars on the new lots.
- The existing taxiway will not cope with the additional traffic.
- Vehicle traffic and parking is not adequately addressed in the application.
- Dimensions on the plans need to be definitive and not "*to be confirmed by survey*" as shown.
- Future development of the airpark should be done in consultation with existing owners/residents (the current application was a secretive process).
- There are alternative sites for 'hangar only' lots.
- Proposal does not indicate vehicle access to the lots (separate to the taxiway).

The issues raised in support include:

- There is demand for new 'hangar only' lots but there are none available.
- It will make the airpark more viable.
- The proposal is compliant with the Master Plan.
- Appearance of the airpark would benefit from a more uniform type of hangar.

In response to these submissions:

- The Master Plan prepared in 2005 was compliant with CASA standards and the proposed subdivision is generally consistent with this.
- Impact on property values is not a planning consideration and it is a held planning principle that 'you can't own a view'.
- Whilst the existing development at the airpark allows the opportunity for the mooring of the visiting airship where it does, this is in contravention of the endorsed Master Plan that clearly shows this location for future lots. It is noted that the Master Plan has been in place at the airpark for 10 years and the applicant is entitled to be confident that development in accordance with it will have a reasonable chance of success. It is noted that whilst it may be less convenient, there are other locations at the airpark that could be used for the airship and powered parachutists.
- The Master Plan anticipates that in the future the airpark will become quite substantial and consequently it is inevitable that it will get busier. As this happens infrastructure will need to be upgraded accordingly.
- It is acknowledged that there is some resistance to the proposal from existing owners/residents and this will potentially cause 'conflict' within the zone but this is not the point of the RU1 zone objectives. The airpark is not anticipated to cause conflict between it and other land uses in the vicinity and the nearest different zone is some distance away.
- See the assessment earlier in regards to Clause 4.2AA.

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DEVELOPMENT APPLICATION 10.2016.71 – 13 LOT SUBDIVISION - HOLBROOK AIRPARK  
[CONT'D]

- The hangars to be constructed upon the proposed lots in the future will have a visual impact in the sense that there will be buildings where previously none existed. However for the last 10 years the endorsed Master Plan has clearly indicated that this is what will occur. There are 13 controls in the DCP relating to buildings and structures at the airpark that will ensure they are designed and constructed to a high standard.
  - The rejection of a previous proposal is irrelevant in terms of considering the current development application.
  - The details provided in the Statement of Environmental Effects are brief but this hasn't prevented an appropriate assessment of the application being undertaken.
  - The appearance of hangars as large sheds is unavoidable because of the dimensions necessary to accommodate an aircraft. There is already several large sheds within Stage 1 of the airpark.
  - The existing load limit of the taxiway should be adequate to protect the surface with the small amount of additional aircraft traffic generated by development of the lots proposed.
  - No details on vehicle traffic and access have been provided, but having regard for the simplicity of the type of development and the endorsed Master Plan, it is adequate to condition these matters to be addressed by the applicant prior to creating the lots.
  - The dimensions shown on the plan are adequate for the purposes of development application assessment. Survey details will be provided later in the subdivision process.
  - All landowners in the airpark were directly notified of the application and given the opportunity to comment. This is adequate for the purposes of receiving public opinion on the proposal.
  - The grounds given in support of the application are noted, particularly the reference to adherence of the proposal with the endorsed Master Plan.
- **79C(e) The public interest.**  
There are no matters of public interest.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

In making a decision as the consent authority under the EP&A Act, Council can:

1. approve the application, subject to conditions;
2. defer the application for further information or redesign; or
3. refuse the application.

After considering the assessment requirements of Section 79C of the EP&A Act, the application is supported for conditional approval.



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DEVELOPMENT APPLICATION 10.2016.71 – 13 LOT SUBDIVISION - HOLBROOK AIRPARK  
[CONT'D]

**RECOMMENDATIONS**

That consent be granted to development application 10.2016.71 for 13 new lots at the Holbrook Air Park subject to the following conditions:

1. Development shall be generally in accordance with the approved plans and accompanying information (including the Statement of Environmental Effects), except where modified by the following conditions.
2. Prior to commencing any subdivision construction works, a construction certificate is to be obtained in accordance with Section 81A(4)(a) of the Environmental Planning and Assessment Act 1979.
3. **Prior to the issue of a Construction Certificate** for any lot, the applicant shall provide to Council for approval:
  - a. A plan and design for the drainage of the lots.
  - b. A plan and design of the vehicle access to the lots.
4. **Prior to the issue of a subdivision certificate** for any lot, the applicant shall provide to Council:
  - a. An easement for vehicle access to the lots.
  - b. Evidence of construction of the vehicle access to all lots in accordance with Council specifications.
  - c. Demonstrate to Council that occupants of the hangers can access a communal ablutions facility. Further the applicant will demonstrate how this facility will be maintained.
  - d. complete works which are subject to the construction certificate.
5. Written notice shall be given to Council seven (7) days prior to the commencement of any works on the site.
6. This approval shall expire if the development hereby permitted is not commenced within five (5) years of the date of consent.

**Advisory Note: Council will restrict hangers to a specific size and uniform appearance through constraints on Title.**

**Reason for Conditions**

The above conditions have been imposed:

1. to ensure compliance with the terms of the environmental planning instruments;
2. having regard for the requirements of any agency consulted as integrated development;
3. having regard to Council's duties of consideration under Section 79C of the *Environmental Planning and Assessment Act 1979*, as well as Section 80A which authorises the imposing of the consent conditions; and
4. having regard to the circumstances of the case and the public interest.

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**2. QUESTION WITHOUT NOTICE – BRIEFING – DEVELOPMENT APPROVAL AND COMPLYING DEVELOPMENT CERTIFICATE SHED APPROVAL PROCESS**

**Report prepared by Building Surveyor – Russell Boyd**

**REASON FOR REPORT**

This report responds to a question without notice that requested a brief on the reasons for the very large variation of shed sizes approved by Council on adjoining allotments within a particular land zone.

**REFERENCE TO DELIVERY PLAN**

Strategy 7.8 Provide efficient and effective environmental health and building services to the community.

Action 7.8.1 Process all developments applications as submitted.

**DISCUSSION**

Recently in the new subdivisions of Cassia Road and Coogera Circuit Jindera it has become apparent that there is some confusion as to why one person must have their applications to build a shed on their property advertised to adjoining owners and be subject to a report submitted to Council for consideration for refusal/approval and why another person within the same estate can be given approval to build an equally large shed without consultation with adjoining owners or having Council decide the application.

The process for assessing every Development Application submitted is:

1. Determine the land zoning under Council's Local Environmental Plan.
2. Determine if the application is Complying Development under State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (SEPP). The Code has minimum site coverage, building setbacks from the street frontages, setbacks from side and rear allotment boundaries. If the application complies with the SEPP requirements the application must be approved without reference to Council's Development Control Plan, refer to paragraph in italics for relevant clauses in SEPP.
3. In the case for the Cassia Road and Coogera Circuit land zone (R5 - Large Lot Residential) there is no maximum shed size specified for lots larger than 4000m<sup>2</sup>, as long as any shed complies with boundary and street frontage setback requirements there is no limit to the floor area of a shed built in this land zone.
4. Should an application not meet all of the SEPP requirements the application is processed as a Development Application and the application is assessed under the Greater Hume Development Control Plan 2013.
5. To limit the impact on adjoining properties and streetscape in the R5 - Large Lot Residential Zone a shed that is assessed as not complying with the requirements of the SEPP is limited to a maximum area of 150m<sup>2</sup>, a maximum height of 3.5 metres and may not be built closer than 5.0 metres from the side and rear boundaries of the property.
6. If the proposal exceeds the limits imposed in the Development Control Plan the application is referred to Council for determination.

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QUESTION WITHOUT NOTICE – BRIEFING – DEVELOPMENT APPROVAL AND COMPLYING  
DEVELOPMENT CERTIFICATE SHED APPROVAL PROCESS [CONT'D]

The relevant Clauses of the State Environmental Planning Policy (Exempt and Complying Development code) 2008 are:

- *1.3 Aims of Policy*  
*This Policy aims to provide streamlined assessment processes for development that complies with specified development standards:*
  - (a) Providing exempt and complying development codes that have state-wide application, and*
  - (b) Identifying, in the General Exempt Development Code, types of development that are of minimal environmental impact that may be carried out without the need for development consent, and*
  - (c) Identifying, in the complying development codes, types of development that may be carried out in accordance with a complying development certificate as defined in the Act.*
- *1.4 Land to which policy applies*
  - (1) This Policy applies to the State.*
- *1.9 Relationship with local environmental plans and development control plans*
  - (1) Exempt or complying development under this Policy and standard plans.*  
*A standard plan does not apply to development that is specified in the plan as exempt development or complying development and that is specified in this Policy as exempt development or complying development*
- *(11) In this clause:*  
***Standard plan** means a local environmental plan (whether made before or after the commencement of this Policy) that has been made as provided by section 33A (2) of the Act and includes a development control plan adopted for the purposes of the plan.*

## **BUDGET IMPLICATIONS**

Nil.

## **CONCLUSION**

In conclusion, Council or Private Certifier must issue any application as Complying Development without reference to the Greater Hume Development Control Plan 2013 if the proposed application complies with all of the standards specified in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 for the particular land zone as determined under the Greater Hume Local Environmental Plan without reference to adjoining landholders for comment or Council for determination.

## **RECOMMENDATION**

That the contents of this report be received and noted.

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**3. POLICY DEVELOPMENT – CONTAMINATED LAND MANAGEMENT POLICY**

**Report prepared by Director Environment and Planning – Colin Kane**

**REASON FOR REPORT**

This report provides for Council's consideration an updated Contaminated Land Management Policy.

**REFERENCE TO DELIVERY PLAN ACTION**

Strategy 7.8 Provide efficient and effective environmental health and building services to the community.

**DISCUSSION**

Council currently has a Contaminated Land Management Policy which was adopted in December 2013 and since that time the policy has been utilised by Council's development assessment staff for the following purposes:

- The preparation and amendment of Local Environmental Plans.
- The preparation, approval and amendment of Development Control Plans.
- The preparation and adoption of Plans of Management for Community Land.
- The determination of Development Applications.
- The modification of Development Consents.
- The determination of activities pursuant to Part 5 of the Environmental Planning and Assessment Act 1979; and
- The storage and sharing of contaminated land information through Section 149 certificates.

Since February 2015 Council has been a participant in the Regional Contaminated Land Management Program (RCLM) administered by the Riverina and Murray Regional Organisation of Councils (RAMROC) and the Riverina Eastern Regional Organisation of Councils (REROC). Participation in the RCLM has resulted in the production of a draft Contaminated Land Management Policy which is accepted by the NSW Environmental Protection Authority and updates Council's current Contaminated Land Management Policy.

The updated Contaminated Land Management Policy imposes no new requirements however in accordance with Section 145(c) of the Environmental Planning and Assessment Act 1975 the policy will still need to be placed on public exhibition for 28 days.

A copy of the draft policy is attached as **ANNEXURE 2** for councillors' consideration.

**BUDGET IMPLICATIONS**

There are no direct budget implications resulting from the adoption of the above policy.

**CONCLUSION**

Council's participation in the Regional Contaminated Land Management Program (RCLM) has enabled the review and development of Council Contaminated Land Management Policy providing a document that aligns with Councils throughout the region and is accepted by the NSW Environmental Protection Authority.

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POLICY DEVELOPMENT – CONTAMINATED LAND MANAGEMENT POLICY [CONT'D]

**RECOMMENDATION**

That in accordance with the requirements of Section 145(c) of the Environmental Planning and Assessment Act 1979 Council advertise the draft Contaminated Land Management Policy, as included in Annexure 2 for a period of 28 days.

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**4. TO CONSIDER A REQUEST FOR VARIATION TO A COUNCIL PROCEDURE ON LAWN CEMETERIES AND FOR COUNCIL CONSIDERATION ON A REVISED LAWN CEMETERY POLICY**

**Report prepared by Director Environment and Planning – Colin Kane**

**REASON FOR REPORT**

Council has a long standing procedure relating to the appearance of graves, plinths and plaques at its Lawn Cemeteries and recently a request has been made to vary that procedure which is discussed by this report. The request has resulted in staff revising the Lawn Cemetery Policy and this new document is presented to Council for its consideration.

**REFERENCE TO DELIVERY PLAN ACTION**

Goal 5 – Maintained and improved services, facilities and infrastructure throughout the shire.

**DISCUSSION**

As mentioned above Council has maintained a long standing procedure for its lawn cemeteries that regulates the size and appearance of plaques within its lawn cemeteries. This procedure has maintained uniformity which is aesthetically pleasing and is evident in a photograph (see **ANNEXURE 3**) of the lawn cemetery at Holbrook.

Recently Council staff has been approached by the family of a deceased person firstly interned in a plot at the Holbrook Cemetery. The family are wishing to provide a plaque that is approximately half the physical dimensions of Council's standard plaque designs and it may also be a colour which is not prescribed by the Council procedure. Their intention is that at a later time a matching plaque would be abutted against the proposed plaque and then Council's standard dimensions would be obtained.

It is conceded that the variation sought by the family is minor and the overall appearance of uniformity will eventually be achieved. Council staff however has not acceded to this request because of the existence of the long standing procedure which to date has not been varied. Rather the request has been the catalyst for a review into the procedures that regulate the appearance of the lawn cemeteries. This review has determined that the long standing procedure has resulted in aesthetically pleasing lawn cemeteries and that requirements of the procedure should be incorporated within a new Lawn Cemetery Policy. A copy of the draft policy is attached in **ANNEXURE 3**).

In addition to stipulating requirements for plaque and plinths the policy also incorporates provisions for the following:

- Permitting reservation of plots;
- Stipulations around the deposition of paraphernalia associated with shrines;
- Asserting that variations to the standard requirements will be considered when made in writing and then to be determined by Council at an Ordinary meeting.

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TO CONSIDER A REQUEST FOR VARIATION TO A COUNCIL PROCEDURE ON LAWN CEMETERIES AND FOR COUNCIL CONSIDERATION ON A REVISED LAWN CEMETERY POLICY [CONT'D]

**BUDGET IMPLICATIONS**

There are no direct budget implications resulting from the adoption of the above policy.

**CONCLUSION**

It is a responsibility of Council to provide a place to visit and remember those that have been before them. A cemetery serves as a focal point for families and friends and future generations to reflect on the life of their loved one and the proposed new Lawn Cemetery Policy will assist in achieving this objective.

In relation to the requested variation it is accepted that Council standard dimensions for a plaque will likely be achieved. Any variation in chosen plaque colour will need to demonstrate compatibility with the appearance of the lawn cemetery.

**RECOMMENDATION**

That:

1. the Provision of Council Lawn Cemetery Policy as included in **ANNEXURE 3** be adopted.
2. the request for variation to a half sized plaque be permitted on this occasion and on the provision that the chosen colour be compatible with the rest of the lawn cemetery.

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## **GOVERNANCE**

### **1. 2015/2016 DELIVERY PLAN – REPORT AS AT 30 JUNE 2016**

**Report prepared by General Manager – Steven Pinnuck**

#### **REASON FOR REPORT**

To ensure compliance with section 407 of the Local Government Act, 1993.

#### **REFERENCE TO DELIVERY PLAN ACTIONS**

Statutory matter.

#### **DISCUSSION**

Section 407 of the Local Government Act 1993 requires the General Manager to report to Council, within two months after the end of each quarter, regarding the extent to which the performance targets set by the Council's Management Plan have been achieved.

**ENCLOSED SEPARATELY** with the agenda is the report to 30 June 2016, detailing key actions contained in the 2015/2016 Delivery Plan and achievements over the past twelve months.

The highlight of this year was the release of the IPART report which assessed Greater Hume Shire Council to be **Fit for the Future**.

**Greater Hume Shire Council was one of just 43 regional councils from a total of 104 to be deemed FIT.**

Once again almost \$14 M in road and ancillary works has been completed during the 2015/2016 Financial Year including the completion of Yarara Gap widening and reconstruction project. This would without out doubt be the most complex road project ever likely to be undertaken in Greater Hume Shire and was completed on time and with general appreciation from the community regarding the manner in which the project was undertaken.

Other highlights of the year ended 30 June 2016 include:-

#### **Governance and Corporate and Community Services**

- Implementation of the Special Rating Variation with minimal complaint from ratepayers.
- Launch of Buy Local in Greater Hume Shire initiative during September, involving three breakfast sessions in Henty, Walla Walla and Holbrook. Extensive media coverage press, TV and take up in social media Facebook page, 110 businesses joining the program. Presentation to Culcairn Lions Club
- Commendation Award – Statewide Mutual Risk Management Awards in addition to presenting at the Conference



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2015/2016 DELIVERY PLAN – REPORT AS AT 30 JUNE 2016 [CONT'D]

- Finalist in the 2015 NSW Tourism Awards in the Visitor Information and Services Category
- Appointment of new Internal Audit providers
- Adoption of the Community Health & Wellbeing Plan
- Completion of Financial Statements for 2014/15. Audit completed and statements lodged with OLG 2 weeks earlier than 2013/14 despite going live on Authority in November 2014
- Completion of 2015 Community Development Grants program
- Commenced review of Economic Development & Social Plan
- Received \$1m funding for Henty & Holbrook swimming pool upgrades (this was achieved by a project team including Governance, Corporate and Community Services and Environment and Planning staff)
- Finalisation of plans and adoption by Council of the Jindera MSO project.
- Greater Hume Children Services recognised in the University of New South Wales report "*Perspectives on quality in Australian family day care*" as one of six leading family day care providers in Australia.
- Completion of a new Strategic Plan for Greater Hume Children Services
- Annual budget process brought forward by one month
- Completion of two internal audit projects – Contract Management and IT Security
- Attendance of a member of the Greater Hume Youth Advisory Committee at the Youth Week 2016 Forum
- Ongoing promotion and use of the TAFE NSW Connected Classroom service at Holbrook and Henty libraries
- Success in obtaining two youth development grants - The Youth Opportunity – Youth Whistle Stop Cinema and CASP – Springtide Scribblers.
- The Henty and Holbrook Libraries continue to hold the After School Study Club on a weekly basis. Free access to computers, Wifi, reference information, and online up to-date, authorised, and accurate resources to provide assistance and support for families who do not have access to the internet.
- Substantial completion of the Bluett Award entry
- Substantial planning for the completion of the Council 'End of Term Report'

### **Engineering**

- Expanded Special Rating Variation roads program with 100% of gravel resheeting completed and 100% of sealed road resealing programs completed.
- Alma Park Road completed on budget.
- Tendering, selection of contractors and completion of Yarara Gap and Albury/Young St Projects.
- Completion of shared path in Allan St Henty
- Completion of Culcairn Holbrook Road Roads to Recovery Project (2.9 to 4.4km) east of Culcairn
- Completion of Coach Road reconstruction and widening between Morven and Fellow Hills Road

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2015/2016 DELIVERY PLAN – REPORT AS AT 30 JUNE 2016 [CONT'D]

- Completion of Culcairn Bore and augmentation with Culcairn Water Supply with excellent water quality results
- Completion of the Jindera Trunk Sewer
- Completion of Flood Study at Jindera
- Substantial Completion of Culcairn, Henty, and Holbrook Flood Plain Risk Management Plans (to go on public exhibition), and substantial commencement of Jindera FPRMP
- Tendering and selection of Consultant for Walla Walla Flood Study and Flood Plain Risk Management Plan with Flood Study 50% completed
- Completion of RAMROC Regional Freight Transport Plan
- Completion of work associated with Henty Skate Park with successful opening in December 2015.
- Road widening and reconstruction of Culcairn – Holbrook Rd (Blackspot Project) west of the Billabong Creek Bridge has been completed
- Stage 1 (700m) has been completed with substantial work undertaken on Stage 2 (700m) of the “Verdale Project” on Olympic Hwy under contract for RMS (Total 1.4km of construction) being undertaken
- Completion of the full width reconstruction of 3km of Cummings Rd between Kings Bridge Rd and Benambra Rd
- Completion of major culvert works adjacent to Walla Walla Swimming pool on Commercial St
- Completion of Reconstruction and widening of 2km of Kywong – Howlong Road through cutting
- Completion of the rehabilitation of the Walla Walla Recreation Ground Toilet Block
- Completion of the installation of underground drainage and associated roadworks at the Culcairn Recreation Ground
- Completion of the Widening and Stabilisation of shoulders of 3km of the Corowa-Rand Rd
- Substantial Completion of the Henty Cookardinia Rd reconstruction and widening adjacent to intersection of Morven Cookardinia Rd

**Environment and Planning**

- Tender awarded for the stage 1 of the Henty Swimming Pool refurbishment project.
- Undertook a tender process for a management contractor for the Jindera and Walla Walla pools and then used the submitted costs to perform a cost comparison relative to Council directly managing the facilities. Council elected for direct management which has resulted in staff being recruited.
- A gateway determination received from the Department of Planning and Infrastructure for part lot 11 DP 1164647 Corner Hawthorn Road and Urana Road Jindera. Notification to commence shortly for 42 days.

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2015/2016 DELIVERY PLAN – REPORT AS AT 30 JUNE 2016 [CONT'D]

- Work substantially completed on the Henty Transfer Station which is now operational.
- Compost Doctor Workshops to encourage home composting have been held across the shire with reasonable attendance.
- Henty Swimming Pool refurbishment project commencing in accordance with the nominated time frame with no requests by the builder for variations to the agreed price.
- Community Recycling Centre located at the Culcairn Landfill is completed and the facility has been inspected by the EPA and can be used as a soft opening;
- Work by the contractor at the Jindera intermediate pool is complete and landscaping has been organised;
- Master plan process has continued for lots adjacent to Urana Rd and Pioneer Drive and has produced a draft DCP that can be exhibited subject to Council's approval. The owners of the land to be personally sent a copy and consulted during the exhibition period.
- Substantial work has been undertaken at the Holbrook Hall including the installation of a new kitchen and the demolition of part of the former Holbrook Shire Offices. Exterior beautification works have commenced
- Tender called for stage 2 of the Henty Swimming Pool project with a large number of tenders being assessed.
- Director presented a paper at the No Time to Waste Conference on Council's waste initiatives which was well received.
- Considerable assistance has been rendered to Department of Fair Trading to coordinate their Loose Fill Asbestos campaign.

The End of Term Report required under the Local Government Act will be subject to a separate report to Council.

**BUDGET IMPLICATIONS**

Nil

**CONCLUSION**

The Writer is of the view that some outstanding results have been achieved over the past 12 months and 2016/2017 promises to be just as challenging. There is no doubt that our attention to detail of smaller issues and continually improving customer service and communication needs to have an ongoing focus for our organisation.

With local government elections almost upon us on behalf of the Senior Management Team, I would like to take this opportunity to thank all Councillors for the productive relationship that has existed between senior management and Councillors over the past four years.

**RECOMMENDATION**

That the report be received and noted.

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**2. GENERAL MANAGER'S PERFORMANCE AGREEMENT**

**Report prepared by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

For Council to consider the General Manager's Performance Agreement for the period ended 30 June 2017 in accordance with clause 7 of the General Manager's Contract.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Nil.

**DISCUSSION**

The General Manager's Performance Agreement is based on the Position Description and the Council's Delivery Plan.

**The Review Process**

The General Manager Performance Agreements outlines the Key Performance Indicators (KPIs) used in reviewing their performance.

Part I contains year-on-year operational KPIs, whilst Part II outlines particular projects which are prioritised by Council in its current Delivery / Operational Plan. Some Part I KPIs refer to checklists included in the agreement. These are reported on by exception. When completing the self-appraisal, the GM will indicate whether the various measures were met

At the July 2013 Council meeting, the structure for the General Manager's Performance Review Committee was determined as follows:

*"That the General Manager's Performance Review for the assessment of performance to 30 June 2014 be conducted by a General Manager's Performance Review Committee (in accordance with the Guidelines) comprising Mayor, Deputy Mayor, one other councillor and a further councillor nominated by General Manager (if he deems it necessary) and that the Committee to provide a report to full council."*

To this point the General Manager has not deemed it necessary to nominate a Councillor.

This structure is in accordance with recommendations contained within the Office of Local Government document – Guidelines for the appointment and oversight of General Managers, July 2011.

A copy of the draft Performance Agreement has been **ENCLOSED SEPARATELY** with the Agenda papers for Councillors consideration.

It has been past practice for an interim review to be conducted after six months and an annual review as at 30 June each year. In addition if requested the General Manager meets with the Performance Review Committee on an informal basis during the year to discuss the progress towards the achievement of Key Performance Indicators.

**BUDGET IMPLICATIONS**

Nil.

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GENERAL MANAGER'S PERFORMANCE AGREEMENT [CONT'D]

**CONCLUSION**

The development of a Performance Agreement is a condition of the General Manager's Contract of Employment and is required to be adopted in an open session of Council.

**RECOMMENDATION**

That the General Manager's 2016/2017 Performance Agreement as circulated be adopted.

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**3. 2016 COMMUNITY SURVEY**

**Report prepared by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

To advise of the results of the second community survey conducted by Greater Hume Shire Council.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Strategy 1.1 To improve community participation in decision making.

Action 1.1.2 Instigate more public forums to discuss the major issues covered by the Plan.

**DISCUSSION**

In December 2015 Council resolved to engage IRIS Research to conduct a comprehensive telephone based community survey.

Interviewing was carried out from 18 – 23 May 2016. Similar to the previous survey in 2012, to qualify for an interview, respondents had to have lived in Greater Hume for longer than 6 months and be aged 18 years or older. A total of 405 completed interviews were conducted, with a representative distribution across age, gender and wards.

The study objectives were to:

- Measure the importance of and satisfaction with services and facilities provided by Council.
- Compare levels of satisfaction for Council's services, facilities and customer service with similar sized Councils.
- To assist the Council in identifying service use priorities for the community.
- To assist Council in understanding residents perceptions of the Greater Hume Shire as a place to live and work.

Two methods were used to help prioritise individual services and facilities:

- Quadrant analysis (higher importance/lower satisfaction) and
- Gap analysis (higher than average gap between importance and satisfaction)

Twenty six service and facility areas were included in the survey and after reviewing the results of both analysis techniques, IRIS Research concluded that an emphasis on the following services will have the greatest impact on overall satisfaction:

1. Maintaining sealed rural roads (2012 ranking 1<sup>st</sup>)
2. Provisions of services and facilities for youth (2012 ranking 4<sup>th</sup>)
3. Council responsiveness to community needs (2012 ranking 3<sup>rd</sup>)
4. Consulting with the community (2012 ranking 6<sup>th</sup>)
5. Maintaining town roads (2012 ranking 5<sup>th</sup>)
6. Council leadership and advocacy (2012 ranking 8<sup>th</sup>)
7. Maintaining unsealed rural roads (2012 ranking 9<sup>th</sup>)
8. Noxious weeds management and control (not surveyed in 2012)
9. Informing the community of Council decisions
10. Promoting economic development (2012 ranking 10<sup>th</sup>)

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2016 COMMUNITY SURVEY [CONT'D]

Whilst it should be noted that satisfaction levels have improved or at least similar to the 2012 survey clearly the above issues are where Council should continue to have a focus.

The survey report calculated a mean score for each service or facility area into the following satisfaction categories:

Level	Mean score range
High	3.75-5.00
Medium	3.00-3.74
Low	Below 3.00

Residents reported high satisfaction levels with the following:

- Waste collection
- Provision and maintenance of parks, playgrounds and reserves
- Provision and maintenance of sporting fields
- Provision and maintenance of swimming pools
- Protection of heritage values and buildings
- Provision of library services
- Provision of services and facilities for older persons
- Food safety in local eateries and restaurants
- Protection of wetlands, natural environment and wildlife
- Customer service provided to residents by Council staff.

Conversely a low satisfaction level was only reported for one area, being the maintenance of unsealed rural roads.

A comprehensive management report has now been received and a snapshot is included below.

**Overall performance**

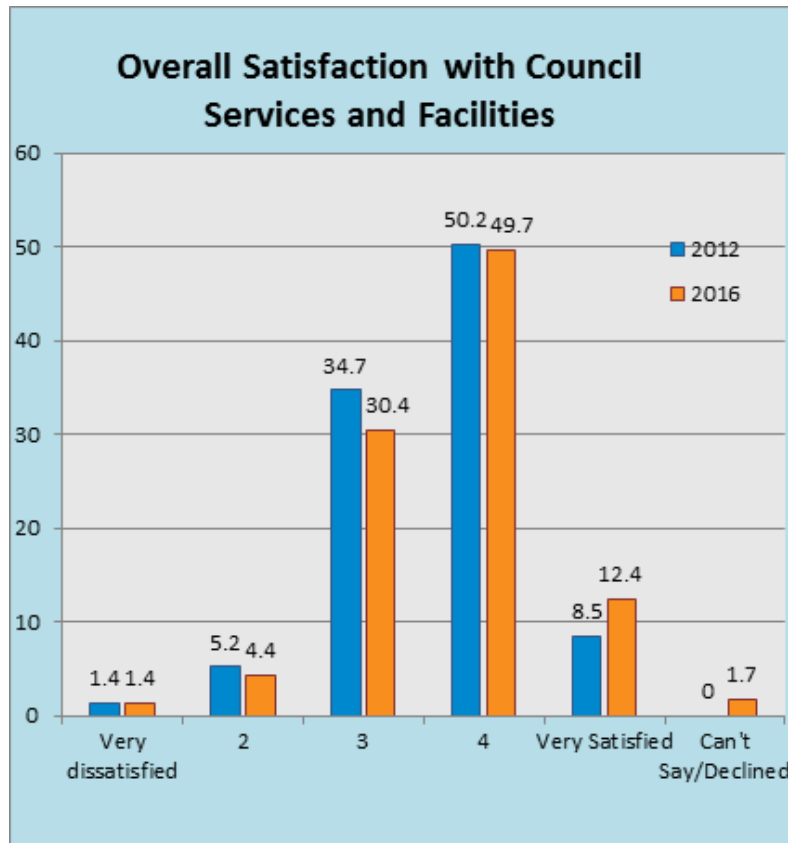
Six in ten Greater Hume Shire residents (62.1% 2012:58.7%) are either satisfied (49.7%) or very satisfied (12.4%) with Council's overall performance, 30.4% neutral and 5.8% (2012: 6.6%) dissatisfied. This resulted in an overall mean satisfaction score of 3.68 (2012:3.59) out of 5, which is a medium level satisfaction rating.

Whilst there has been a slight improvement in satisfaction levels over the past four years, given the large amount of capital works undertaken it is a little disappointing.

It is the writer's view that this indicates that Council needs to continually seek to improve its responsiveness to bread and butter issues and communicate better with the community as to what Council has actually achieved.

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2016 COMMUNITY SURVEY [CONT'D]



*Graph - Overall satisfaction with Council's services and facilities.*

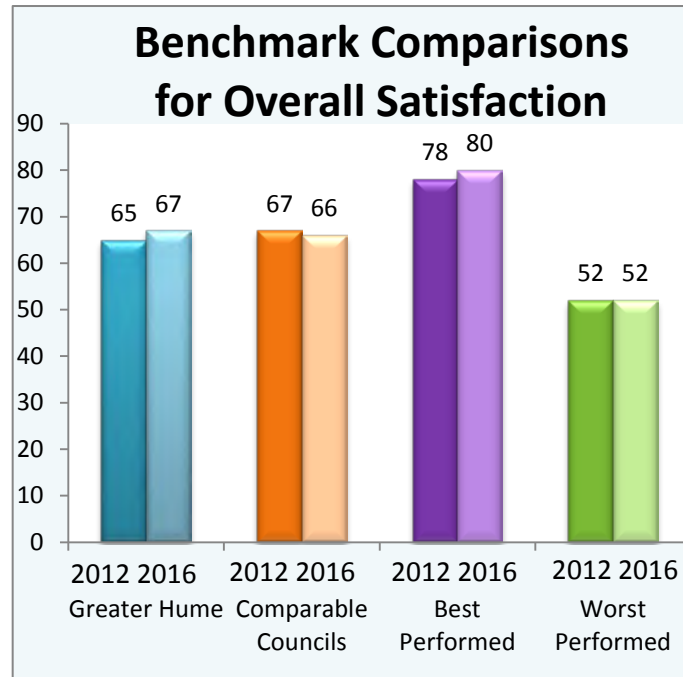
Further testing revealed that residents aged over 65 or older (3.76) were more satisfied than those aged 30-49 years (3.63). Additionally those who reside in a town or village (3.65) were less satisfied than those who reside on a farm or rural property (3.71). This differs from the 2012 survey where town residents were more satisfied than those who reside on a farm or rural property.



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2016 COMMUNITY SURVEY [CONT'D]

The report also revealed that Greater Hume was performing on a par with comparable councils, again a slight improvement on the 2012 survey. This is depicted in the graph below.



*Graph - Benchmark comparisons for overall satisfaction.*

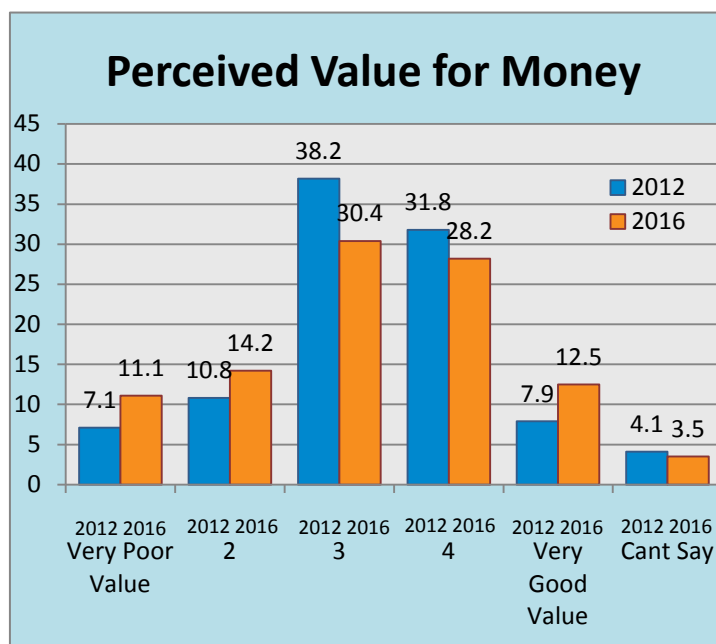
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2016 COMMUNITY SURVEY [CONT'D]

**Value for money**

When asked questions about value for money 40.7% (2012:39.7%) thought they were getting good value for money paid in rates, 30.4% (2012:38.2%) were neutral and 25.3% (2012:17.9%) thought it was poor value. 3.5% (2012:4.1%) believed they were not in a position to provide a rating.

The mean score for 'value for money' was 3.17 which is lower than 2012 (3.24).



*Graph – Perceived value for money*

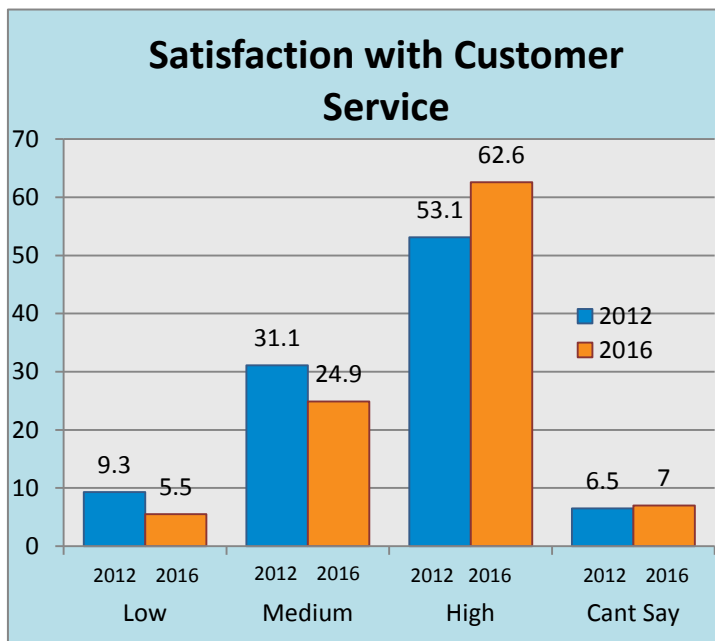
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2016 COMMUNITY SURVEY [CONT'D]

**Customer service provided to residents**

Management has had a significant focus on improving customer service and responsiveness and whilst the survey indicates that Council still has room for improvement it was pleasing that residents satisfied or very satisfied with customer service rose to 62.6% (2012:53.1%) whilst residents dissatisfied or very dissatisfied fell to 5.5% (2012:9.3%).

The mean score for customer service is 3.85 (2012:3.67). Whilst the improved result is pleasing, as stated earlier this is an area that needs continuous focus and improvement.



*Graph – Satisfaction with customer service and communication*

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2016 COMMUNITY SURVEY [CONT'D]

**Benchmarking against comparable councils**

Table A-4-1 (page 84) provides benchmark data with comparable councils and the data supporting the table along with the best and worst results is reproduced below.

<b>Benchmark</b>	<b>Greater Hume</b>	<b>Comparable</b>	<b>Best</b>	<b>Worst</b>
Unsealed roads - Maintenance	45	45	59	37
Youth services and facilities	53	53	73	41
Sealed roads - Maintenance	56	53	67	34
Council responsiveness to Community needs	59	50	61	43
Footpaths - Maintenance	60	60	66	43
Promotion of economic development & job opportunities	60	57	68	45
Assessment of building and development applications	61	58	72	38
Consultation with the community by Council	62	55	83	45
Promotion of tourism	63	60	75	51
Overall satisfaction with Councillors	64	62	66	51
Information on Council services	64	62	71	49
Overall satisfaction with Council	67	66	80	52
Community centres & community halls - Provision	67	66	73	56
Town Centres - Appearance	68	70	87	47
Services and facilities for older people	69	66	82	46
Public toilets - Maintenance	71	58	71	40
Swimming pools - Provision.	72	71	83	58
Ovals & sporting grounds - Provision.	73	70	87	60
Health and Hygiene of local eateries	73	72	80	59
Parks & playgrounds - Provision	74	69	88	58
Overall satisfaction with Council staff	77	67	77	56
Library services - Provision	78	79	86	66
Garbage collection	79	79	91	59

**Green** = Better than comparable councils

**Red** = Worse than comparable councils

Best = Highest score recorded for any council

Worst = Lowest score recorded for any Council

This table indicates that comparatively Council is performing well in the following areas:

- Council responsiveness to community needs
- Consultation with the community by Council
- Provision of parks and playgrounds
- Overall satisfaction with Council staff

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2016 COMMUNITY SURVEY [CONT'D]

Conversely when benchmarking against comparable councils, Council is not performing as well in the:

- Appearance of town centres
- provision of library services

A copy of the full report has previously been circulated to Councillors and a results snapshot has been included as **ANNEXURE 4**.

As well as a guide to improving the services delivered by Council and improving Council performance, the Survey will also be a useful tool in informing the further development of the Economic Development and Social Plan and a review of the Community Strategic Plan planned for later this year.

**Next survey**

Whilst funding has been included in the forward estimates for a survey in the 2018/2019 Financial Year it is likely that proposed legislative changes to the Local Government Act will require Customer Satisfaction Surveys to be undertaken on an annual basis.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

The survey conducted by IRIS Research provides Councillors with an excellent insight into the perceived performance of Council against a number of indicators as well as benchmarking Council's performance against comparable Councils.

This report builds on the 2012 survey and whilst the results are satisfactory there are certainly a number of areas where Council needs to improve its performance to change perceptions in the community.

**RECOMMENDATION**

That:

1. the Greater Hume Shire Community Survey 2016 Management Report be made publically available by inclusion on Council's website and;
2. the results snapshot included as **ANNEXURE 4** be included on Council's website but also be made available in hard copy at all Customer Service Centres.

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**4. LOCAL GOVERNMENT NSW ANNUAL CONFERENCE SUNDAY 16 – TUESDAY 18 OCTOBER 2016**

**Report prepared by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

To enable consideration of motions put forward by Councillors for submission to the 2016 Local Government NSW Annual Conference.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Nil.

**DISCUSSION**

At the July meeting it was resolved that:

1. *That the Mayor and Deputy Mayor attend the Local Government NSW Annual Conference as voting delegates and Cr Osborne and General Manager as Observers.*
2. *Council give consideration to approving the attendance of an additional observer this year and*
3. *Councillors submit proposed motions to the General Manager by Friday 29 July 2016 to enable a report to be submitted to the August Council meeting for consideration*

Two proposed motions have been received.

**1. Motion from Cr Wilton**

***Changing Places***

*“That LGNSW make urgent representations to the Premier of NSW, Minister for Local Government and the Minister for Disability Services, to request that their departments begin making provision in the NSW budget for planning and construction of a “Changing Place”, at least in each local government area throughout NSW.”*

**Note**

*Changing Places are purpose built toilet and bathing facilities for profoundly disabled children and adults, who are travelling for family or social occasions, or for those who need to travel for medical appointments, often for several hundreds of kilometres to hospitals in the regions or cities.*

*Currently, disabled toilets or similar are simply unsuitable due to their small size, lack of cleanliness, inaccessibility and lack of proper facilities such as a hoist, high-low bench and adequate washing facilities etc.*

*Changing Places are accessed with a special key, obtainable by request, and with the proviso of demonstrated need. I would hope that we as a State would not require donors or sponsors to assist with the costs, as Council think that such facilities are essential for the disabled, just as are adequate toilet facilities for able bodied people. And nobody expects those facilities to be funded by sponsorship!*

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LOCAL GOVERNMENT NSW ANNUAL CONFERENCE SUNDAY 16 – TUESDAY 18 OCTOBER 2016 [CONT'D]

*Most people with a disabled family member need to travel with many medical aids, including a wheelchair taking up space in a motor vehicle. When a toilet stop is necessary, sometimes at a less than clean place and usually on the floor, it is not best of experiences.*

*Council sincerely hope that you all appreciate the need for this essential facility for profoundly disabled children and adults.*

## **2. Motion from Cr Quinn**

### ***Tying Water Entitlements To Land Titles***

That conference supports the concept that water is a basic, fundamental and essential utility and that Local Government NSW urgently lobby the State Government to reverse the decision to remove water rights from land title to ensure the economic and social sustainability of rural communities.

#### Note

Basically the objectives of the Water Management Act (WMA) 2000 was to create an environment where water was valued and provide for the orderly, efficient and equitable sharing of water from water sources.

Prior to the introduction of the Water Management Act 2000 water rights were tied to land which was the wealth of the country.

The severance of water from land has transferred wealth from rural areas in many cases into the hands of private conglomerates and superannuation funds, some even off shore.

Whilst it is recognised that there have been some big winners (including some farmers) from the introduction of the WMA 2000 and water trading there have also been some big losers, particularly the rural communities where water has been removed permanently.

A reversal of this very damaging decision is essential to return economic stability to many rural areas in NSW.

#### **BUDGET IMPLICATIONS**

Nil.

#### **CONCLUSION**

The Local Government NSW Annual Conference is the forum for Local Government Authorities to raise issues of importance to its constituents and therefore it is imperative to put forward motions for consideration by the Conference.

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LOCAL GOVERNMENT NSW ANNUAL CONFERENCE SUNDAY 16 – TUESDAY 18 OCTOBER  
2016 [CONT'D]

**RECOMMENDATION**

That the following motions be submitted to the 2016 Local Government NSW Annual Conference:

- **Motion from Cr Wilton**

***Changing Places***

*“That LGNSW make urgent representations to the Premier of NSW, Minister for Local Government and the Minister for Disability Services, to request that their departments begin making provision in the NSW budget for planning and construction of a “Changing Place”, at least in each local government area throughout NSW.”*

- **Motion from Cr Quinn**

***Tying Water Entitlements To Land Titles***

*“That conference supports the concept that water is a basic, fundamental and essential utility and that Local Government NSW urgently lobby the State Government to reverse the decision to remove water rights from land title to ensure the economic and social sustainability of rural communities.”*



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**5. MURRAY DARLING ASSOCIATION CONFERENCE – 26 & 27 OCTOBER 2016**

**Report prepared by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

For Council to consider approving the attendance of two Councillors at the Murray Darling Association Conference to be held at Dubbo on 26 & 27 October 2016.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Strategy 1.1 Improve community participation in decision making

Action 1.1.3.1 Provide Councillors with facilities and support (including training) to ensure ongoing professional development.

**DISCUSSION**

Correspondence has been received from the Murray Darling Association regarding the program for the 72nd Annual General Meeting and National Conference of the Murray Darling Association.

The Conference Program has not yet been released but a resolution from Council will enable conference and accommodation bookings to be made.

The conference is held in various locations throughout the states of Queensland, NSW, Victoria and South Australia. Last year's conference was hosted by Berrigan Shire Council and Council has regularly attended in the past.

The estimated cost of attendance at the conference (per delegate) is detailed below:

Item	Cost
Conference registration fees	\$550.00
Accommodation (3 nights @ \$150.00)	\$450.00
Travel to Dubbo and return (Council vehicle)	\$100.00
Meals etc. (4 days @ \$75.00)	\$300.00
Total	\$1,400

*Note: Allowances for meals is in accordance with Payment of Expenses and Provision of Facilities Policy.*

**BUDGET IMPLICATIONS**

Council has committed approximately \$7,500 (3 attendees @ \$2,500) for the Local Government NSW Conference and attendance at this conference will require approximately \$1,400 per attendee. Assuming the attendance of two Councillors is approved, Council will have committed approximately \$10,300 from a 2016/2017 Conference allocation of \$12,988.

**CONCLUSION**

There is capacity within the 2016/2017 Estimates of Income and Expenditure to approve the attendance of two councillors at the Murray Darling Association Conference and Council has supported this event in the past.

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MURRAY DARLING ASSOCIATION CONFERENCE – 26 & 27 OCTOBER 2016 [CONT'D]

**RECOMMENDATION**

That Council approve the attendance of two Councillors at the 72nd Annual General Meeting and National Conference of the Murray Darling Association to be held at Dubbo on 26 and 27 October 2016.

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**6. AUSTRALIA DAY 2016**

**Report prepared by Tourism and Promotions Officer - Kerrie Wise**

**REASON FOR REPORT**

For Council to consider requests from Culcairn, Henty and Gerogery communities to host Greater Hume Shire's 2017 Australia Day celebrations.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Strategy 1.4 Improve leadership capability within the shire.

Action 1.4.5.1 Recognise leaders and their efforts in the media: encourage others within the community to take up leadership roles.

Strategy 7.1 Continue to enhance our identity and cohesion.

Action 7.1.4.1 Hold community events to continually create greater community identity and cohesion.

**DISCUSSION**

The Culcairn, Henty and Gerogery communities have expressed an interest in hosting Australia Day celebrations in 2017. To date celebrations have been held in the following centre:

2016 at Wymah	2011 at Jindera
2015 at Gerogery	2010 at Culcairn
2014 at Burrumbuttock	2009 at Walla Walla
2013 at Walbundrie	2008 at Henty
2012 at Woomargama	2007 at Brocklesby
	2006 at Holbrook

Copies of the correspondence are attached as **ANNEXURE 5**.

Requests have been received from Culcairn Development Committee (to be hosted at Jubilee Park, Culcairn), Henty Community Development Committee (to be hosted at Henty Memorial Park) and Gerogery Community and Primary School Committee (to be hosted at Gerogery Primary School grounds). All communities have held successful Australia Day celebrations in previous years.

In addition Jindera has sought to host the 2018 event and Walla Walla the 2019 event to coincide with 150 year town celebrations.

Council will endeavour to ensure that the chosen location is well maintained in the lead up to the event. The format will remain relatively unchanged commencing with a BBQ breakfast from 8am and the official ceremony commencing at 9am.

**BUDGET IMPLICATIONS**

Provision is made in recurrent budgets to host Australia Day.

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AUSTRALIA DAY 2016 [CONT'D]

**CONCLUSION**

Rotating Australia Day around various communities in the shire has provided those communities with an opportunity to showcase their town or village as well as developing a 'one shire' concept. There is no doubt that Culcairn, Henty or Gerogery would be an excellent host for the 2017 Australia Day celebrations.

**RECOMMENDATION**

For Council's determination.

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## **CORPORATE AND COMMUNITY SERVICES**

### **1. INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016**

**Report prepared by Chief Financial Officer – Dean Hart**

#### **REASON FOR REPORT**

To present the Interim Budget Review as at 30 June 2016 in accordance with Section 203 of the Local Government (General) Regulation 2005.

#### **REFERENCE TO DELIVERY PLAN ACTION**

Not Applicable – legislative requirement.

#### **DISCUSSION**

The Interim Budget Review as at 30 June 2016 is attached as **ANNEXURE 6**. The Budget Review, as presented, indicates that the projected 2015/2016 cash surplus will be \$27,426 which represents an improvement of \$24,712 on the budget surplus of \$2,714 reported to Council at the 31 March 2016 budget review.

#### **OVERALL BUDGET REVIEW**

Detailed below is a full review on a functional basis with comments. The commentary below provides an explanation of major variances (greater than \$5,000).

#### **GOVERNANCE**

<b>Function and comment</b>	<b>Projected Budget Variance \$</b>	<b>Amount Carried Forward</b>
<b>Elected Members Expenses</b> Reduction in actual expenditure for Councillor travelling expenses	+5,854	18,000
<b>Governance Expenses</b> Overall expenses within budget	+7,319	7,500
<b>Risk Management</b> Additional Public liability claims costs for Walla Gerogery Fire and Olympic Highway motor vehicle accident	-13,510	Nil
<b>TOTAL GOVERNANCE</b>	<b>-337</b>	<b>25,500</b>

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**ADMINISTRATION**

Function and comment	Projected Budget Variance \$	Amount Carried Forward
<p><b>Corporate Services Administration and Customer Service Centres</b> Salary costs and office maintenance and operations costs exceeded budget estimates however this was largely offset from under expenditure in salaries in Library operations and by additional overhead recoveries from other functional areas within the budget. Budget improvements achieved in a number of areas such as Bank Fees, Advertising Costs and lower than anticipated loan repayments.</p>	+6,834	9,488
<p><b>Information Technology Services</b> Overall costs satisfactory</p>	-3,720	Nil
<p><b>Employment On-Costs</b> Employment on-costs and Engineering overhead recoveries reconciled and net surplus of overhead recoveries has been transferred to the internal Works Warranty Reserve.</p>	Nil	Nil
<p><b>Engineering Administration</b> Overall costs satisfactory. On cost recovery generated through private works transferred to Works Warranty Reserve</p>	+1,302	Nil
<p><b>Depot Administration and Maintenance</b> Water charges higher than budget</p>	-10,144	455,000
<p><b>Vehicle Hire</b></p>	Nil	Nil
<p><b>Plant Operations</b></p>	Nil	Nil
<p><b>TOTAL ADMINISTRATION</b></p>	<b>-5,728</b>	<b>464,488</b>

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**PUBLIC ORDER AND SAFETY**

Function and comment		Projected Budget Variance \$	Amount Carried Forward
<b>Animal Control</b> Satisfactory		+3,883	Nil
<b>Fire Services</b> Final expenditure totals as reconciled to 30 June 2016		Nil	18,359
<b>Emergency Services</b> Satisfactory		-250	Nil
<b>TOTAL PUBLIC ORDER &amp; SAFETY</b>		<b>+3,633</b>	<b>18,359</b>

**HEALTH SERVICES**

Function and comment		Projected Budget Variance \$	Amount Carried Forward
<b>Health Administration</b> Satisfactory		+227	35,000
<b>TOTAL HEALTH SERVICES</b>		<b>+227</b>	<b>35,000</b>

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**ENVIRONMENT**

<b>Function and comment</b>	<b>Projected Budget Variance \$</b>	<b>Amount Carried Forward</b>
<p><b>Waste Management</b> Increase in budget estimate for waste revenue (\$11k) primarily due to an increase in revenue from tipping fees and the sale of recyclable material. Unspent budget allocation for the Culcairn Recycling Centre project carried forward</p>	+10,858	63,360
<p><b>Noxious Animals &amp; Insects</b> Operating expenditure lower than budget. Savings used to offset over expenditure in Noxious Plants area below.</p>	+9,361	Nil
<p><b>Noxious Plants</b> Expenditure on noxious weed control higher than budget however overspend offset somewhat by underspend in Noxious Animal area above.</p>	-15,797	Nil
<p><b>Riverina Noxious Weeds</b> Satisfactory</p>	Nil	Nil
<p><b>Street Cleaning</b> Satisfactory</p>	-1,695	Nil
<p><b>Stormwater Maintenance &amp; Drainage</b> Satisfactory</p>	Nil	236,700
<p><b>TOTAL COMMUNITY SERVICES &amp; EDUCATION</b></p>	<b>+2,727</b>	<b>300,060</b>



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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**COMMUNITY SERVICES AND EDUCATION**

<b>Function and comment</b>	<b>Projected Budget Variance \$</b>	<b>Amount Carried Forward</b>
<b>Family Day Care</b> Satisfactory	Nil	Nil
<b>In Home Care</b> Satisfactory	Nil	Nil
<b>Preschools</b> Satisfactory	-2,322	Nil
<b>Youth Services</b> Satisfactory	+17,817	27,566
<b>Community Housing</b> Satisfactory	Nil	Nil
<b>Frampton Court Rental Units</b> Satisfactory	Nil	Nil
<b>Kala Court Rental Units</b> Satisfactory	Nil	Nil
<b>Kala Court Self-Funded Units</b> Satisfactory	Nil	Nil
<b>Aged Care Rental Units – Culcairn</b> Satisfactory	Nil	Nil
<b>Aged Care Rental Units – Howlong</b> Satisfactory	Nil	Nil
<b>Aged Care Rental Units – Jindera</b> Satisfactory	Nil	Nil
<b>Compacts</b> Satisfactory	Nil	Nil
<b>Community Services – Discontinued Programs</b> Satisfactory	Nil	Nil
<b>Other Community Services</b> Satisfactory	+1,783	Nil
<b>TOTAL COMMUNITY SERVICES &amp; EDUCATION</b>	<b>+17,278</b>	<b>27,566</b>

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**HOUSING AND COMMUNITY AMENITIES**

<b>Function and comment</b>		<b>Projected Budget Variance \$</b>	<b>Amount Carried Forward</b>
<b>Street Lighting</b> Final electricity costs for street lighting lower than budget estimate		+31,115	56,615
<b>Public Cemeteries</b> Revenue from cemetery fees higher than budget		+7,474	13,500
<b>Town Planning</b> Satisfactory		+2,459	Nil
<b>Public Conveniences</b> Combined operating and maintenance costs for public toilets significantly lower than budget		+4,014	52,619
<b>Council Owned Housing</b> Satisfactory. Adjustment to reserve transfer.		Nil	Nil
<b>Wirraminna Environmental Education Centre</b> Satisfactory		Nil	Nil
<b>Other Community Amenities</b>		Nil	10,000
<b>TOTAL HOUSING &amp; COMMUNITY AMENITIES</b>		<b>+45,062</b>	<b>132,734</b>

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**RECREATION AND CULTURE**

<b>Function and comment</b>	<b>Projected Budget Variance \$</b>	<b>Amount Carried Forward</b>
<b>Public Halls</b> One off contribution of \$5,352 received from Culcairn Hall Committee toward operating expenses at the Culcairn Hall. Other costs satisfactory	+6,608	58,673
<b>Libraries</b> Satisfactory. An adjustment of salary and wage costs made between Library and Corporate Services in relation to shared Library/Customer Service staff	-472	Nil
<b>Riverina Regional Library</b> Satisfactory	Nil	Nil
<b>Community Technology Centre and Meeting Room</b> Overall income generated by the CTC is lower than budget estimate and lower than previous financial year. However loss is partially offset by improved income generated from hire of the Meeting Rooms.	-12,657	3,500
<b>Museums</b> Satisfactory	-3,249	Nil
<b>Swimming Pools</b> Final budget adjustment following reconciliation of income and expenditure totals for 2015/16 pool season. Overall operating expenses within budget.	+1,773	675,615
<b>Sporting Grounds &amp; Recreation Reserves</b> Maintenance costs higher than budget due to increasing demand for Council assistance with the maintenance of sporting grounds across the shire. Additional drainage works undertaken at Culcairn Sportsground offset by budget reallocation from Urban Stormwater operations.	-14,626	Nil
<b>Parks &amp; Gardens</b> Overall costs satisfactory	+3,971	10,788
<b>Other Cultural Services</b>	Nil	49,805
<b>TOTAL RECREATION &amp; CULTURE</b>	<b>-18,652</b>	<b>798,381</b>

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**MINING, MANUFACTURING & CONSTRUCTION**

Function and comment		Projected Budget Variance \$	Amount Carried Forward
<b>Building Control</b> Removal of budget allocation for replacement of vehicle.		+42,170	Nil
<b>Quarries &amp; Pits</b> Satisfactory		Nil	Nil
<b>TOTAL MINING, MANUFACTURING &amp; CONSTRUCTION</b>		<b>+42,170</b>	<b>Nil</b>

**TRANSPORT AND COMMUNICATIONS**

Function and comment		Projected Budget Variance \$	Amount Carried Forward
<b>FAG Grant – Roads Component</b> Satisfactory		+100	Nil
<b>Urban Roads Local</b> A number of major capital construction works were undertaken during the year such as completion of the Holbrook Streetscape works and Young Street Holbrook reconstruction. Improved budget position resulting from contributions received in 2015/2016 however costs incurred in 2014/2015 year.		+10,295	248,285
<b>Sealed Rural Roads – Local</b> Overall cost of sealed road maintenance resulting from lower bitumen pricing and lower contracting rates resulting from joint contract arrangements with Lockhart and the former Urana shires lower than budgeted. Budget savings will be used to fund additional costs incurred in Unsealed Rural Roads area.		+42,189	802,440

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**TRANSPORT AND COMMUNICATIONS**

<b>Function and comment</b>		<b>Projected Budget Variance \$</b>	<b>Amount Carried Forward</b>
<b>Sealed Rural Roads – Regional</b> Satisfactory. The Yarara Gap reconstruction project was completed within final budget allocation. Funds remaining in Regional Roads reserve are required to finalise land acquisitions.		Nil	Nil
<b>Unsealed Rural Roads - Local</b> Additional costs have been incurred due to the stabilisation (Polycom) and additional gravel resheeting of a number of gravel roads due to the wet weather experienced over the later part of the financial year. The additional costs will be partially offset by budget savings in other areas of the Transport & Communication area such as Sealed Rural Roads and Bridges as detailed.		-146,582	Nil
<b>Bridges</b> Budget savings in this area will be used to offset additional expenditure within Rural Unsealed Roads area resulting from adverse weather conditions		+36,436	205,945
<b>Kerb &amp; Gutter</b> Maintenance costs satisfactory. Amounts carried forward for works at Adams Street Jindera, Howlong Burrumbuttock Road Burrumbuttock with the remainder to be determined.		+251	73,632
<b>Footpaths</b> Maintenance costs satisfactory. It is proposed that the carried forward amounts be retained as far as possible and that the Director Engineering present a further report to Council outlining an amended works program.		+1,605	96,285
<b>Aerodromes</b> Satisfactory.		+4,457	Nil

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**TRANSPORT AND COMMUNICATIONS**

<b>Function and comment</b>		<b>Projected Budget Variance \$</b>	<b>Amount Carried Forward</b>
<b>Bus Shelters</b> Satisfactory.		+500	5,000
<b>Ancillary Road Works</b> Satisfactory. Final reconciliation of Villages Vote with \$40,000 carried forward.		+4,764	40,000
<b>PAMPS and Cycleways</b> Costs allocated to the PAMPS budget area lower than budget. Remaining budget used to offset additional works associated with Jindera Streetscape works		+7,868	Nil
<b>State Roads RMCC Works</b> Extensive works have been undertaken under the RMCC State Roads contract during 2015/2016. Major projects include reconstruction of sections of the Olympic Highway north of Henty and other resealing works. Overheads generated under the RMCC contract have been transferred to Council's internal Works Warranty reserve.		Nil	Nil
<b>Road Safety Officer</b> Satisfactory. Overall costs of the RSO project lower than budget due to the incumbent employee being on sick leave for an extended period of time resulting in lower salary costs and vehicle running expenses.		+13,884	Nil
<b>TOTAL TRANSPORT &amp; COMMUNICATIONS</b>		<b>-24,233</b>	<b>1,471,587</b>

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**Summary**

As the above budget variances indicated, there were a number of budget transfers between the various operational areas that make up the Transport & Communications function. For example the positive budget result achieved in Urban Roads (\$10,395) and Sealed Rural Roads (\$42,189) has offset additional expenditure on Unsealed Rural Roads (\$146,582).

The 2015/2016 year has seen the continuation of an extensive capital works program including major projects such as Yarara Gap and Young Street reconstruction. Total expenditure in Transport & Communication (operating and capital) totalled over \$20m for the 2015/16 year and, from an overall budget perspective, the final budget variance of \$24,133 represents a variance of approximately one tenth of one percent.

**ECONOMIC AFFAIRS**

<b>Function and comment</b>	<b>Projected Budget Variance \$</b>	<b>Amount Carried Forward</b>
<b>Jindera Health Centre</b> Satisfactory	+3,623	Nil
<b>Jindera Medical Centre</b> Satisfactory	Nil	Nil
<b>Jindera Admin Centre</b> Satisfactory	Nil	Nil
<b>Caravan Parks</b> Overall operating costs lower than budgeted	+5,969	Nil
<b>Tourism Operations and Visitor Information Centre</b> Operating expenses at the Visitor Information Centre higher than budgeted predominately in wage costs for casual staff exceeding budget estimates	-13,057	6,500

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**ECONOMIC AFFAIRS**

<b>Function and comment</b>		<b>Projected Budget Variance \$</b>	<b>Amount Carried Forward</b>
<p><b>Submarine Museum</b> Income from admission fees significantly lower than budget resulting in an unsatisfactory budget position however staff hours are shared between Tourism/VIC and Economic Development and as such the positive budget result in Economic Development below does partially offset the negative result in Tourism and the Submarine Museum.</p>		-13,941	Nil
<p><b>Economic and Community Development</b> Adjustment to wages following final allocation between Economic Development and Governance.</p>		+9,209	13,500
<p><b>Community Development Grants</b> Satisfactory</p>		Nil	12,217
<p><b>Community Development Projects</b> Satisfactory</p>		+9,118	Nil
<p><b>Real Estate Development</b> Income from leasing lower than budget due to Culcairn factory being vacant for part of the year following termination of the lease. Operational costs also exceeded budget estimates and operational budgets from the Real Estate Sales functional area have been moved to this budget area for improved clarity. Also, final costs associated with the Rosler Parade acquisition slightly higher than estimated</p>		-21,139	Nil



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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**ECONOMIC AFFAIRS**

Function and comment		Projected Budget Variance \$	Amount Carried Forward
<b>Real Estate Sales</b> Satisfactory		Nil	Nil
<b>Private Works</b> Budgeted profit generated from private works lower than estimated due to the high volume of works undertaken for Rural Fire Service which are undertaken on a cost recovery only basis.		-25,819	Nil
<b>TOTAL ECONOMIC AFFAIRS</b>		<b>-46,037</b>	<b>32,217</b>

**GENERAL PURPOSE REVENUES**

Function and comment		Projected Budget Variance \$	Amount Carried Forward
<b>FAG Grant – General Component</b> Satisfactory		-100	Nil
<b>Interest on Investments</b> Adjustment following final allocation of interest payable to other budget activities such as Water Fund, Sewer Fund and aged housing etc		+51,288	Nil
<b>General Rates - Residential</b> Adjustment to reflect actual YTD income		+279	Nil
<b>General Rates - Farmland</b> Adjustment to reflect actual YTD income		-286	Nil
<b>General Rates – Business</b> Adjustment to reflect actual YTD income		-417	Nil

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**GENERAL PURPOSE REVENUES**

Function and comment		Projected Budget Variance \$	Amount Carried Forward
General Rates – Pensioner Concessions		-4,690	Nil
General Rates – Pensioner Rates Subsidy		+2,539	Nil
<b>Extra Charges on Overdue Rates</b> Adjustment to reflect actual YTD income from interest on overdue rates. The amount recovered is significantly lower than previous years as a result of the write off of interest accrued following the sale of the Sweetwater development.		-40,011	Nil
<b>TOTAL GENERAL PURPOSE REVENUES</b>		<b>+8,602</b>	<b>Nil</b>

**SUMMARY OF BUDGET VARIATIONS**

SUMMARY OF BUDGET VARIATIONS	Projected Budget Variance \$	Amount Carried Forward
	+24,712	3,305,892

**WATER AND SEWERAGE**

General income and expenditure figures appear to be satisfactory.

**UNCOMPLETED WORKS AND RESERVE BALANCES**

Preliminary reconciliations of uncompleted works and restricted reserve balances are included in the budget papers for Councillor's information.

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INTERIM 2015/2016 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2016 [CONT'D]

**SALARY AND WAGES ESTIMATES**

As Councillors would be aware, salary and wage costs detailed in the budget papers are inclusive of employment overhead expenses which are calculated on a percentage basis of overall wage and salary costs. The employment overhead "on-costs" are recovered in order to fund payment of all employment related expenses such as leave entitlements, workers compensation insurance and public holidays.

Management make a considered determination of the applicable on-cost percentage to be applied at the beginning of each financial year based on estimated usage of annual leave, sick leave, long service leave etc. However, due to a range of circumstances that may arise during the course of the financial year, the estimated costs of the employment overheads may differ from the total amount recovered through the employment on-cost recovery. The primary variable to the cost of employment overheads is the quantum of leave hours taken by staff over the course of the financial year. In the event that staff do not take as much leave as anticipated, then the amount recovered through the Employment On-Cost area will exceed the actual cost of leave entitlements, workers compensation insurance and public holidays etc. Conversely, as management continues to encourage staff to take their full entitlement of Annual Leave plus accrued leave, the costs of annual leave payments may exceed the amount recovered through the employment overheads calculations.

**SUMMARY**

Council's overall budget position has improved as at 30 June 2016 with the revised budget estimate now providing for a small budget surplus at year end. It should be stressed however that Council's true financial position will not be confirmed until such time as the financial statements and associated audit processes are completed.

**RECOMMENDATION**

That Council note and approve the Interim Budget Review Statement as at 30 June 2016.

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**2. REQUEST FOR FINANCIAL ASSISTANCE – GEROGERY WEST TENNIS CLUB**

**Report prepared by Director Corporate & Community Services – David Smith**

**REASON FOR REPORT**

To present a request from the Gerogery West Tennis Club for financial assistance under Council's Financial Assistance to Community Groups – Loans Policy.

**REFERENCE TO DELIVERY PLAN ACTION**

Strategy 1.3 Enhance the opportunities for volunteer groups to receive the maximum funding possible

Action 1.3.2 Increase opportunities for community project funding ensuring potential projects are well planned and plans are well advanced and regularly updated

**DISCUSSION**

Correspondence has been received from the Gerogery West Tennis Club seeking a loan of \$25,000 over a term of ten years under Council's Financial Assistance to Community Groups – Loans Policy. A copy of the correspondence from the Gerogery West tennis Club is included as **ANNEXURE 7**.

The purpose of the loan is to assist the club in installing synthetic grass on two courts. The total cost of the project is estimated at \$50,000 and the club has raised \$25,000 toward the project.

As Councillors would be aware, Council's Financial Assistance to Community Groups – Loans Policy is aimed at assisting volunteer groups to access low-cost funds to facilitate to provision of community infrastructure. Council's Financial Assistance to Community Groups – Loans Policy states that applications for loans will be considered up to a maximum of \$50,000, subject to the loan liability to the Council for any one community group not exceeding \$50,000 at any one time and that the quantum of all loans approved shall not exceed \$250,000 at any one time.

At present, outstanding loans provided under the policy total \$30,750 and as such the loans of \$25,000 to the Gerogery West Tennis Club will not lead to the maximum outstanding balance exceeding the \$250,000 threshold.

**BUDGET IMPLICATIONS**

Very minor impact of Council's budget position as the proposed interest rate of 3% is in line with current investment returns.

**CONCLUSION**

Council's Financial Assistance to Community Groups – Loans Policy is aimed at assisting volunteer groups to access low-cost funds to facilitate to provision of community infrastructure. Accordingly, it is recommended that Council approve a loan to the Gerogery West tennis Club for \$25,000 over a term of ten years in accordance with Council's Financial Assistance to Community Groups – Loans Policy.

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REQUEST FOR FINANCIAL ASSISTANCE – GEROGERY WEST TENNIS CLUB [CONT'D]

**RECOMMENDATION**

That Council provide a loan of \$25,000 over a term of ten (10) years to Gerogery West Tennis Club in accordance with Council's Financial Assistance to Community Groups – Loans Policy.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
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**3. PROVISION OF INTERNAL AUDIT SERVICES**

**Report prepared by Director Corporate & Community Services – David Smith**

**REASON FOR REPORT**

To present an update report on the future recruitment of Independent Panel Members to Council's Internal Audit Committee.

**REFERENCE TO DELIVERY PLAN ACTION**

Strategy 7.5 Minimise risk and ensure continuity of critical business functions.

Strategy 7.6 Ensure Greater Hume Shire Council is financially viable

**DISCUSSION**

A report was presented to the September 2015 Council Meeting outlining proposed changes to the provision of internal audit services for Greater Hume Shire Council and the future appointment of additional independent members to Council's Internal Audit Committee. The following resolution was passed at the September 2015 meeting:

***4182 RESOLVED*** [Quinn/Heriot]

*That management undertake further investigations into membership of the Internal Audit Committee, with a report to a subsequent meeting.*

As Councillors would be aware, legislative arrangements in respect to Council Audit Committees are being reviewed as part of the review of the Local Government Act 1993. Given the likely amendments to the legislation, Council has postponed the recruitment of additional independent committee members until such time as the review of the Act is completed and new legislative provisions passed.

Despite the delay in appointing additional independent members to the audit committee, activity within the Internal Audit program has continued during 2016 with two projects completed, being a review of Council's IT security and a review of contract management procedures. The final reports on these projects have been provided to Council and it is proposed that representatives from Council's Internal Audit provider, Crowe Horwath, present the final reports to Council's audit committee at a meeting scheduled for Wednesday 17 August 2016.

**BUDGET IMPLICATIONS**

An amount of \$20,000 has been included in the 2016/2017 Estimates of Income and Expenditure.

**CONCLUSION**

Council has postponed the recruitment of additional independent committee members until such time as the review of the Local Government Act is completed and new legislative provisions passed. However, despite the delay in appointing additional independent members to the audit committee, activity within the Internal Audit program has continued during 2016 with two projects completed to date.

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PROVISION OF INTERNAL AUDIT SERVICES [CONT'D]

**RECOMMENDATION**

That the report be received and noted.

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**4. POLICY DEVELOPMENTS**

**Report prepared by Manager Corporate Services – Suzanne Klemke**

**REASON FOR REPORT**

To present new and revised policies for consideration.

**REFERENCE TO DELIVERY PLAN ACTION**

Not Applicable

**DISCUSSION**

Development and enhancement of Council's Policy Register is continuing. The following policies are now presented for consideration by Council:

**1. Bereavement Leave (Revised policy)**

The purpose of the Bereavement Leave Policy is to specify employee entitlements to bereavement leave and the conditions under which it may be granted.

A minor amendment to the existing policy to reflect definitions as provided in the Local Government (State) Award 2014.

**2. Councillor Access to Information and Staff Policy (Reviewed policy)**

The purpose of this policy is to provide guidelines for Councillors and staff in relation to access of Council records, information, staff and Council facilities.

A number of amendments which provide clearer guidelines in respect of requirements under the Government Information Public Access (GIPA) Act and the importance of how Council information is used by Councillors of Greater Hume Shire Council.

A copy of the draft policies are included as **ANNEXURE 8**.

**BUDGET IMPLICATIONS**

There are no direct budget implications resulting from the adoption of the above policies.

**CONCLUSION**

The continual review and development of Council policies is essential to ensure adequate internal control systems are in place and for Council to remain abreast of emerging trends and issues with the local government sector.

**RECOMMENDATION**

That:

1. The Greater Hume Shire Council Bereavement Leave Policy be adopted.
2. The Greater Hume Shire Council Councillor Access to Information and Staff Policy be adopted.



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**5. END OF TERM REPORT**

**Report prepared by Director Corporate & Community Services – David Smith**

**REASON FOR REPORT**

To present The Greater Hume Shire Council End of Term Report.

**REFERENCE TO DELIVERY PLAN ACTION**

Statutory matter.

**DISCUSSION**

The Local Government Act 1993 and Office of Local Government guidelines specify that all Councils in New South Wales must prepare an End of Term Report for presentation to the last meeting of an outgoing council. The End of Term Report must also be included in the Annual Report of Council which will be completed in November 2016.

The End of Term Report provides Council with an opportunity to report on Council's progress in implementing the Community Strategic Plan, *Greater Hume 2030*, during the period 2012 to 2016. The End of Term Report looks at outcomes, i.e. what have been the results for the community and council as a result of the activities undertaken. A copy of the Greater Hume Shire Council End of Term Report 2012 – 2016 is included as **ANNEXURE 9**.

The Community Strategic Plan contains a number of strategic actions grouped under four main themes as follows:

- Community leadership focussing on *“greater ideas by our great people” As we aspire to grow our population sustainably, we must also consider how a shortage of future leaders, water security and a lack of government funding could impact upon delivery of our vision.*
- Social issues related to sustaining *“a simply greater place to live” Greater Hume is already a great place to live because of our caring nature and the great services and facilities available in the nearby cities. Yet, our quality of life could be improved particularly as access to these services and facilities is limited and we are losing our younger people.*
- Economic issues related to achieving *“a simply greater place to work” The location of our Shire presents significant potential to grow our economy. This is vital to retain our younger people, support our farmers and mitigate the impacts of the bypasses.*
- Environmental issues related to becoming *“simply greater natural surroundings” If we are to continue being blessed with beautiful natural surroundings, rich in native plants and animals, we must deal with the apathy towards the protection of the natural environment that is present within some members of the community.*

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END OF TERM REPORT [CONT'D]

The End of Term Report has been developed to highlight the major achievements within each of the above four themes. It should be noted that in addition to the End of Term Report, a detailed tabular report has been produced which provides comments on every action item as specified in Council's Delivery Program and Operational Plan since the commencement of the current reporting framework. This report is very detailed and runs to approximately 200 pages and as such an electronic version will be placed on Council's website and hard copies will only be produced upon specific request from Councillors.

**BUDGET IMPLICATIONS**

Nil

**CONCLUSION**

The End of Term Report provides Council with an opportunity to report on Council's progress in implementing the Community Strategic Plan, *Greater Hume 2030*, during the period 2012 to 2016.

**RECOMMENDATION**

That the Greater Hume Shire Council End of Term Report 2012 2016 be received and noted.

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**6. REQUEST TO AMEND WATER CHARGES**

**Report prepared by Director Corporate & Community Services – David Smith**

**REASON FOR REPORT**

To present a request from Mr Wayne Coulthard to review the amount levied for water usage charges for the period November 2015 to March 2016.

**REFERENCE TO DELIVERY PLAN ACTION**

Not applicable.

**DISCUSSION**

Council has received correspondence from Mr Wayne Coulthard in relation to water usage charges levied for the period November 2015 to March 2016. The charges were based on an abnormally high water consumption of 1,477kls or a daily average of 14.2kls. A copy of the correspondence is included as **ANNEXURE 10**.

Mr Coulthard has written to Council seeking to have the amount of water usage charges reduced on the basis that he believes that works associated with the construction of the Jindera trunk sewer main which passed through the property have in some way damaged his water supply line or otherwise caused the excessive amount of water to be consumed.

A review of water usage at the site for the preceding two years indicates that on average 170kls of water had been consumed during each three month billing period compared to the usage of 1,477 during the November 2015 – March 2016 billing period. This clearly indicates that the excessive water usage during this period is an abnormality.

Council's Director Engineering and Works Engineer have inspected the property and have not found any evidence of leakage or damage to the property's water supply. However, whilst there is an absence of physical evidence, the amount of water consumed during the November – March billing period is clearly well in excess of previous and current usage patterns

It is therefore recommended that the charges for water supply charges be reviewed as follows:

- Current charge            1,477kls @\$2.40 per kl = \$3,544.80
- Proposed Charge        170kls @\$2.40 per kl = \$408.00

It should be noted that Mr Coulthard has paid \$400 off the outstanding balance based on previous average consumption figures.

**BUDGET IMPLICATIONS**

The amendments to water usage charges referred to in this report would result in a reduction in charges of \$3,136.80 and would therefore impact on total revenue for the Greater Hume Water Fund.

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REQUEST TO AMEND WATER CHARGES [CONT'D]

**CONCLUSION**

A review of water usage at the site for the preceding two years indicates that on average 170kls of water had been consumed during each three month billing period compared to the usage of 1,477 during the November 2015 – March 2016 billing period. This clearly indicates that the excessive water usage during this period is an abnormality.

It is therefore recommended that the water supply charges be amended in line with average water consumption figures.

**RECOMMENDATION**

That the water access charges levied to Mr Wayne Couthard, Assessment Number 10019180 be adjusted to \$408 for the period November 2015 to March 2016.

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## **ENGINEERING**

### **1. PROPERTY ACCESS MAINTENANCE REQUEST – PUBLIC ROAD RESERVE MOUNTAIN CREEK**

**Report prepared by Director Engineering – Greg Blackie**

#### **REASON FOR REPORT**

To consider a request to upgrade a property access on a public road reserve at Mountain Creek.

#### **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**

Council has been requested to undertake works to improve access to a property owned by Tim and Merrilyn Mansfield off Mountain Creek Road. The owners consider that the maintenance of the access to their property is Council's responsibility as they consider the access a "council road". A copy of the correspondence is attached as **ANNEXURE 11**.

Upon investigation by the writer the access to the property in question is on an unused public road reserve that is not part of Council's maintained network. As such (as detailed in Council's Road Strategy) the maintenance of the access to the property is the owner's responsibility.

The property in question does not have a dwelling or any shedding with only a cattle ramp and yards onsite.

As shown in the photos in **ANNEXURE 11**, the access is not much more than a track on a "Green Lane", except for where some of the drainage crossings have been upgraded with pipe culverts. It was advised by staff that Council did install the drainage crossings some 15+ years ago as part of a grant application to improve access for fire fighting purposes. This work was undertaken as private works (ie Council acting as a contractor) and not as part of any organised maintenance on the access.

The access in question is approximately three km in length (the first 200m provides access to a dwelling on an adjoining property) and if added to Council's road network will add significantly to Council road maintenance budget. At the moment due to the wet weather the first 200m past the house access is inundated with water and is almost impassable to all vehicles except for 4wd vehicles. The remaining section of the access is a combination of a reasonable farm track to a wet boggy track.

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PROPERTY ACCESS MAINTENANCE REQUEST – PUBLIC ROAD RESERVE MOUNTAIN CREEK  
[CONT'D]

It is clear from information obtained that this access has only ever been a private access on an unused public road reserve and not part of any maintained road in Greater Hume (or Holbrook Shire) previously, and any maintenance is the responsibility of the owner unless Council approves it to part of the maintained network or approves work to be undertaken.

Following the investigation the writer has spoken to the property owners and advised of the current situation in relation to status of the road and that it would be brought to Council for consideration. The landowner at the time indicated if Council was unwilling to do anything to the access that would it be possible for them to buy the road reserve. The option to “sell” the road reserve has merit in considering as it clearly articulates the responsibility of maintenance between Council and the landowner and allows the landowner to manage this land to his requirements. It has been noted that the NSW Government has been active in this area in “selling off” unused crown road reserves.

The process to sell a public road reserve involves the advertising of the closure and selling process and would involve some administrative resources of Council, however in this instance it is recommended that this process be considered.

**BUDGET IMPLICATION**

The addition of any new roads to be constructed and maintained will add to Council's maintenance budget.

**CONCLUSION**

Council already has an extensive road network and there are many instances where private accesses are built on Council controlled road reserves. It is Council's policy that any property requiring or has access that is not on the designated road network as detailed in Council's Road Strategy is required to be constructed and/or maintained at the landowners expense.

However, in this instance it would be considered appropriate that Council instigate a process to undertake the investigation into the possible closure and sale of the road reserve to the landowner in question.

**RECOMMENDATION**

That Council:

1. advise the landowner that as the access in question is considered a private access and not part of Council's dedicated road network the landowner is responsible for any construction or maintenance of the access.
2. instigate the process to investigate the possible closure and sale of the road reserve to the landowner.

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**2. POSSIBLE LOCATIONS FOR TELSTRA MOBILE PHONE TOWER AT BURRUMBUTTOCK**

**Report prepared by Director Engineering – Greg Blackie**

**REASON FOR REPORT**

To inform Councillors on possible Council owned sites to be recommended for the installation of a mobile phone tower at Burrumbuttock.

**REFERENCE TO DELIVERY PLAN ACTION**

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

**DISCUSSION**

As Councillors would be aware, Burrumbuttock has been nominated for the installation of a new Telstra mobile phone tower as part of the Federal Governments \$100 million Mobile Black Spot Programme.

Visionstream has made contact with Council to commence the process to investigate possible sites in Burrumbuttock for the 40m high tower and associated equipment.

As indicated in the correspondence attached as **ANNEXURE 12**, Visionstream has initially looked at a site on Council owned land near the Burrumbuttock Hall, however management is concerned that the installation of the tower on this site may impact any further improvements on the site Council may wish to undertake.

It is considered that locations on other Council owned land where the RFS station is on Urana Rd or land off Gibson Drive where Council's Effluent treatment lagoon is situated are more appropriate.

It is to be noted that before any tower is approved a public consultation process is required to be undertaken by Visionstream.

**BUDGET IMPLICATION**

No impact at present, however it is noted that Telstra will enter into a long term lease with Council on the land should a tower be constructed. This would provide a small return to Council on an ongoing basis once the tower is installed and operational.

**CONCLUSION**

It is considered the two Council owned sites proposed in Urana Rd and Gibson Drive be recommended to Visionstream for the location of a mobile phone tower.

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POSSIBLE LOCATIONS FOR TELSTRA MOBILE PHONE TOWER AT BURRUMBUTTOCK  
[CONT'D]

**RECOMMENDATION**

That Council advise Visionstream that:

1. Council owned land where the Burrumbuttock Hall is located is not suitable, however
1. Council owned land on Urana Rd and at Gibson Drive are suitable and therefore recommended for consideration for the location of the proposed Telstra mobile phone tower and associated equipment.



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## **MATTERS TO BE REFERRED TO CLOSED COUNCIL**

### **1. GENERAL MANAGER – ANNUAL PERFORMANCE REVIEW**

**Report prepared by Mayor - Cr Heather Wilton**

#### **REASON FOR REPORT**

To report on the conduct of the General Manager's Annual Performance Review which took place on 28 July 2016.

#### **DISCUSSION**

Council is aware that the annual review of the General Manager's Performance to 30 June 2016 took place on 28 July 2016, where the General Managers Review Committee comprising Deputy Mayor, Cr Doug Meyer OAM, Cr Annette Schilg, and Cr Heather Wilton as Mayor met with the General Manager, Steven Pinnuck, and discussed a number of items of interest.

#### **RECOMMENDATION**

That the matter of the General Manager's Performance Review is confidential in nature and that the matter be referred to Closed Council (Committee Of The Whole) for discussion, in accordance with the relevant section of the Local Government Act 1993 section 10a (2)(a) personnel matters concerning particular individuals (other than councillors).

#### **REASON**

That the ability of councillors to discuss the performance of the General Manager in a full and frank manner outweighs the need for the report to be discussed in Open Council.

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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 Circulars 16/15 to 16/23. Copies of OLG Circulars are available from the website [www.olg.nsw.gov.au](http://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 23 - 30/2016. Copies of LGNSW Weekly Circulars are available from the website [www.lgnsa.org.au](http://www.lgnsa.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**

Attached, at **ANNEXURE 13** is the report on projects being undertaken by the Tourism and Promotions Officer, Kerrie Wise.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

For councillors' information.

**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 JULY 2016**

Attached, in **ANNEXURE 14** are the statements of bank balances and investment report as at 31 August 2016.

**3. HUMAN RESOURCES REPORT**

**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.

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HUMAN RESOURCES REPORT [CONT'D]

**DISCUSSION**

The following staff concluded their employment with Council during June 2016.

Karen Anderson	COMPACKS Program Caseworker
Justin Blair	Weed Control Officer
Sharon Essen	Cleaner Culcairn office
Ken Garfield	Water & Sewer Operator
Margaret (Megs) Osborne	COMPACKS Program Coordinator

The following staff commenced duties with Council during July 2016

Catherine Mann	Casual Assistant VIC / Submarine Museum
Ken Thompson	Casual Works Engineer

**BUDGET IMPLICATION**

Nil.

**CONCLUSION**

For councillors' information.

**4. JINDERA MULTI-PURPOSE CENTRE**

**Report prepared by Director Corporate & Community Services – David Smith**

**REASON FOR REPORT**

To respond to a question raised by Councillor Quinn at the July 2016 Council Meeting in relation to the Jindera Multi-Purpose Centre.

**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 Centre was submitted to the May 2015 meeting of Council whereby the following resolution was passed:

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JINDERA MULTI-PURPOSE CENTRE [CONT'D]

**RESOLVED** [McInerney/Osborne]

*That:*

1. Council reaffirm its support for the proposed Jindera Multi-Purpose Centre.
2. Management continue to develop design plans for the Jindera Multi-Purpose Centre and that a design be submitted to Council for approval prior to the commencement of an external tender process.
3. undertake the required capital expenditure review and conduct a Council workshop at an appropriate time.

In accordance with Section 23A of the *Local Government Act 1993* and Office of Local Government guidelines, a Capital Expenditure Review has been completed and submitted to the Office of Local Government for the proposed project. Advice has been received confirming that, after reviewing the information provided, the Office of Local Government has been determined that Council has satisfactorily addressed the required capital expenditure criteria.

Over the ensuring months, the design plans for the project were amended and finalised. Rather than conducting a Council workshop to review the final design plans as detailed in the May 2015 resolution, it was considered more appropriate that a formal report on the project be submitted to the December 2015 Council Meeting for consideration. The December 2015 report included as Annexures the Capital Expenditure Review submitted to the Office of Local Government together with the final design plans for the project.

Following consideration of the report, the following resolution was passed:

**4255 RESOLVED** [O'Neill/Osborne]

*That Council:*

1. approve the Jindera Multi-Service Centre Project Capital Expenditure Review.
2. approve the final design plans for the Jindera Multi-Service Centre Project.
3. invite tenders via the open tendering method for the construction of the Jindera Multi-Service Centre.

On the basis of the December 2015 resolution, planning for the project has continued and the required Development Application lodged and approved. Further, Council is now in receipt of the detailed building and engineering specifications required for tenders to be invited for the project. It is proposed that tenders be called commencing Tuesday 23 August 2016 and a report on the outcome of the tender process submitted to the September 2016 Council Meeting for consideration.

### **BUDGET IMPLICATIONS**

Costs associated with the construction of the proposed Jindera Multi-Purpose Centre will be met from existing funds held in reserve following the sale of the Jindera Aged Care facility.

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JINDERA MULTI-PURPOSE CENTRE [CONT'D]

**CONCLUSION**

On the basis of the December 2015 resolution, planning for the project has continued and the required Development Application lodged and approved. Further, Council is now in receipt of the detailed building and engineering specifications required for tenders to be invited for the project.

**RECOMMENDATION**

For the information of Councillors.

**ENGINEERING**

**1. JULY 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.

Tree pruning and removal on various segments on MR 284 (Tumbarumba Rd) due to heavy growth, site distance issues and the instability of trees has been completed.

**Regional Roads Block Grant:**

General maintenance on Regional roads throughout the shire is continuing. This has also increased due to wet weather conditions.

Patches have been undertaken on MR 331 (Culcairn Holbrook Rd) and (Holbrook Jingellic Rd).

**Local Roads**

**Sealed:**

Road rehabilitation and widening through the cutting, including tree trimming has commenced on Fairbairn Rd. These works have been delayed due to poor weather conditions.

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

**Unsealed:**

Sealing works on Balldale Walbundrie Rd from Corowa boundary has been delayed due to poor weather conditions.

Gravel repairs on Cannings Rd, Marramook Ln, Bloomfield Rd, Munyaplah Settlement Rd, Sherwyn Rd and Mullers Rd have been undertaken.

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REPORT OF WORKS [CONT'D]

Maintenance grading has taken place on the following roads in July

Back Ferndale Rd	Mirrabooka Rd
Bethel Rd	Moorwatha Rd
Brocklesby Balldale Rd	Mullers Rd
Crawleys Rd	Munyaplah Settlement Rd
Ferndale Boundary Rd	River Rd
Finlay Rd	Roachdale Rd
Gluepot Rd	Rockingham Rd
Graetz Rd	Ryan Stock Rte
Gum Swamp Rd	Sherwyn Rd
Howlong Gombargana Rd	Shoemarks Rd
Lennox Rd	Stony Park Rd
Marramook Ln	Wymah Rd
McGorman Ln	

**Urban Streets:**

Work has been completed on a box culvert in Commercial St Walla Walla to enhance safety for pedestrian access.

Pavement maintenance has been carried out in Holbrook to alleviate trip hazards.

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

**General:**

Work has commenced on the new toilet block in Gerogery to cope with public demand.

General sign maintenance has been carried out on rural roads throughout the Shire.

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

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REPORT OF WORKS [CONT'D]

**Monthly Works Maintenance Expenditure:**

<b>LOCAL ROADS PROGRAM</b>	<b>Original Budget</b>	<b>Monthly Budget to Date</b>	<b>Actual Costs</b>	<b>Monthly Budget Variance to Actual</b>
Urban Roads Sealed	\$ 530,000.00	\$ 44,167	\$ 24,867.23	\$19,299.44
Urban Roads Unsealed	\$ 60,000.00	\$ 5,000	\$ 1,845.35	\$3,154.65
Rural Roads Sealed	\$ 600,000.00	\$ 50,000	\$ 47,670.21	\$2,329.79
Rural Roads Unsealed	\$ 1,050,625.00	\$ 87,552	\$ 152,830.65	-\$65,278.57
Street Tree Maintenance	\$ 247,235.00	\$ 20,603	\$ 13,612.90	\$6,990.02
<b>REGIONAL ROADS PROGRAM</b>	<b>Original Budget</b>	<b>Monthly Budget to Date</b>	<b>Actual Costs</b>	<b>Monthly Budget Variance to Actual</b>
Maintenance	\$ 799,360.00	\$ 66,613	\$ 70,580.18	-\$3,966.85
Traffic Facilities	\$ 133,933.00	\$ 11,161	\$ 5,930.00	\$5,231.08
<b>SPORTSGROUNDS, PARKS &amp; PUBLIC TOILETS</b>	<b>Original Budget</b>	<b>Monthly Budget to Date</b>	<b>Actual Costs</b>	<b>Monthly Budget Variance to Actual</b>
Sportsground Maintenance	\$ 208,766.00	\$ 17,397	\$ 38,037.46	-\$20,640.29
Parks & Gardens Maintenance	\$ 321,028.00	\$ 26,752	\$ 18,713.41	\$8,038.92
Public Toilets Maintenance	\$ 189,822.00	\$ 15,819	\$ 14,548.21	\$1,270.29



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**2. WATER & SEWER REPORT – JULY 2016**

**Capital Works Program:**

- Meter replacements VWS
- Installed collection grey water tank at Woomargama
- Upgrade water main and install electrical conduits at the new Gerogery Toilet site
- New dosing shed started at Henty STW

**Operation & Maintenance:**

- 2 - Sewer chokes cleared at Holbrook
- 1 - Sewer choke cleared at Jindera
- 3 - New water services installed at Jindera
- 1 – Relocate water service at Burrumbuttock
- 1 – Relocate water service at Brocklesby
- 3 – Water service repairs at Brocklesby
- 1 – Raise sewer manhole Urana St Jindera
- Install inline filters at Burrumbuttock & Big Brocklesby reservoir

**Drinking Water Monitoring Program:**

- 8 - Water samples for Microbial Water Analysis submitted in the month of July 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
- Install new pump at Burrumbuttock STW
- Install new sewer main at Dickson St Woomargama
- Commissioning new sewer pump station Jindera Industrial Estate

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## **ENVIRONMENT AND PLANNING**

### **1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF JULY 2016**

Attached, as **ANNEXURE 15** is the schedule of development applications processed for the month of July 2016.

### **2. SENIOR WEEDS OFFICER'S REPORT – JULY 2016**

The abnormally wet winter has seen a reduction in the amount of spraying along roadsides. What work that has been able to be completed is a small amount of Horehound control on roads around Brocklesby and Walbundrie.

Inspections along the Billabong Creek prior to the recent rain has resulted in large numbers of small Green Cestrum plants and Boxthorn plants. Most of these are growing under peppercorn trees where the birds have dropped the seed. There will be a mailbox drop in the coming weeks to alert landholders to their responsibilities to control these weeds as well as the potential of Green Cestrum to cause livestock losses if this plant is consumed.

Inspections have been ongoing for African Boxthorn. Roadsides have been inspected for Coolatai grass and Serrated tussock.

Coolatai Grass has been found along the road reserves on the Bowna Road. This will be removed by hand and red guide posts put in to alert landholders to this area when moving stock between properties. Flyers will be put in mailbox within the vicinity as well.

Feral animal control work has been completed in Holbrook near the golf course.

### **3. RANGER'S REPORT – JULY 2016**

#### **COMPANION ANIMALS**

<b>No. of Complaints Received 20</b>		<b>Including: 5 barking dogs, 14 roaming dogs, and dealing with 1 aggressive dog - warning issued. Infringements issued.</b>	
No. of dog attacks:		Location: Gerogery West	2 dogs attacked sheep. Nuisance dog orders issued. Infringements issued.
		Burrumbuttock	1 dog chased chickens, warning issued.
Comments:			
		<b>Dogs</b>	<b>Cats</b>
<b>In Council's Facility at Beginning of Month</b>			
<b>Captured &amp; Returned to Owners</b>		6	1
<b>Captured &amp; Impounded</b>		17	2
<b>Released from Pound to Owners</b>		14	

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RANGER'S REPORT [CONT'D]

<b>Surrendered by Owners</b>		
<b>Rehomed</b>	1	
<b>Euthanased</b>	1	
<b>Remaining in Council's Facility at End of Month</b>	1	2

**FERAL CATS**

<b>No. of Complaints:</b>	3
<b>No. Feral Cats caught:</b>	7

**LIVESTOCK**

	<b>Cattle</b>	<b>Sheep</b>	<b>Horses</b>	<b>Goats</b>	<b>Other</b>
<b>No. of Reports of Stock on Roads</b>	10	5	1		
<b>Instances - Returned to owners</b>	10	5			
<b>Impounded</b>					
<b>Vehicle accidents involving stock</b>			1		

**OTHER LIVESTOCK, WILDLIFE COMPLAINTS**

Jindera – Pony hit by a car and killed was not reported to Police or Council.

**ABANDONED VEHICLES**

- One vehicle impounded from Jindera
- One vehicle removed by owner in Jindera.

**POLLUTION AND ENVIRONMENTAL INCIDENTS**

<b>Inspection conducted: Overgrown Vegetation Unsafe Land</b>	
<b>Pollution: Noise</b>	<p>Jindera – barking dogs – owners spoken to and addressing the issue. Sound meter installed. No further barking complaints received.</p> <p>Woomargama – barking investigations continuing.</p> <p>Holbrook – Caravan Park noise monitoring with sound meter.</p>

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RANGER'S REPORT [CONT'D]

<b>Pollution: Waste</b>	<p>Walla Walla – building supplies. No owner identified. Council to remove.</p> <p>Walla Walla – burnt out car. No owner identified. Council to remove.</p> <p>Gerogery – asbestos. No owner identified. Council to remove.</p> <p>Henty – household waste. No owner identified. Council to remove.</p>
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**ON-SITE SEWERAGE MANAGEMENT SYSTEMS**

Inspection Type	No.	Compliant	Orders for work issued	Re-Inspection Required
<b>OSMS Compliance Inspections</b>	2		2	
<b>Pre-Purchase Inspections</b>	3		3	
<b>OSMS Orders Compliance Inspections</b>	4	2		2

**URANA SHIRE COUNCIL OVERVIEW**

Nil.

**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.
- Customer service training with new Companion Animal Register.
- Training refresher on backhoe and loader.
- Attendance at Rangers conference.

**RECOMMENDATION**

That Part B of the Agenda be received and noted.

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## **PART C – COMMITTEE AND DELEGATE REPORTS**

Attached, in **ANNEXURE 16**, are minutes/notes of the following meeting:

- Minutes of the Alliance of the Councils and Shires of the Upper Murray Working Party Meeting held on 27 July 2016
- Minutes of the General Meeting of the Greater Hume Youth Advisory Committee held on 7 July 2016
- Minutes of the Walla Walla Community Development Committee Meeting held on 2 April 2016
- Minutes of the Greater Hume Shire Council Work Health and Safety/Risk Management Committee Meeting held on 12 July 2016

### **DELEGATES REPORTS**

- Cr Heather Wilton, Mayor
- Cr Doug Meyer, Deputy Mayor

### **RECOMMENDATION**

That Part C of the Agenda be received and noted.