



Greater Hume Shire

To: «Name»

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 20 SEPTEMBER 2017

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

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 20 SEPTEMBER 2017

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 – 16 August 2017

6. ACTION REPORT FROM THE MINUTES

7. DEPUTY MAYORAL ELECTION

8. REPORTS FROM OFFICERS

PART A For Determination

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

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

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OFFICERS' REPORTS – PART A – FOR DETERMINATION

GOVERNANCE

1. DEPUTY MAYORAL ELECTION

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To detail the procedures for the conduct of the election of the Deputy Mayor for the ensuing 12 months.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil.

DISCUSSION

Section 290(1)(a) of the Local Government Act 1993 provides that the election of the mayor by the councillors must be held during the month of September.

Council at the meeting held on 21 September 2016 elected Cr Heather Wilton to serve as Mayor for a two year term expiring September 2018. Council elected Cr Doug Meyer OAM as Deputy Mayor for the term of one year.

This report outlines the process required for the election of Deputy Mayor for the ensuing 12 month period.

Clause 394 of the Local Government (General) Regulation 2005 requires that the election of mayor by the councillors be conducted in accordance with the provisions of Schedule 7 as follows:

1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- a) **A councillor may be nominated without notice for election as mayor or deputy mayor.**
- b) **The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.**
- c) **The nomination is to be delivered or sent to the returning officer.**
- d) **The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.**

3 Election

- a. **If only one councillor is nominated, that councillor is elected.**
- b. **If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.**
- c. **The election is to be held at the council meeting at which the council resolves on the method of voting.**

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DEPUTY MAYORAL ELECTION [CONT'D]

d. In this clause:

"ballot" has its normal meaning of secret ballot.

"open voting" means voting by a show of hands or similar means.

Result

The result of the election is to be declared by the returning officer at the meeting at which the election is held."

Voting by ordinary or preferential ballot is also detailed in Schedule 7 and a copy has been attached as **ANNEXURE 1** for councillors' information.

Nomination papers are enclosed with this agenda.

BUDGET IMPLICATIONS

A mayoral allowance of \$12,054 per annum has been approved with adoption of 2017/2018 Delivery Plan and Estimates of Income and Expenditure. This includes a payment of \$1,933 to the Deputy Mayor from the mayoral allowance.

CONCLUSION

A statutory requirement under section 290 of the Local Government Act 1993.

RECOMMENDATION

That:

1. in the event of more than one nomination being received, Council determine, by resolution, the method by which the election of the deputy mayor is to be conducted.
2. Council elect the deputy mayor for the period September 2017 to September 2018.

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ENVIRONMENT AND PLANNING

1. LOCAL HERITAGE PLACES ESTABLISHMENT GRANTS (FORMERLY LOCAL HERITAGE FUND) 2017-2018

Report prepared by Environmental Health & Building Surveyor – Bradley Peach

REASON FOR REPORT

To inform Council of the applications received for heritage grant funding, and to recommend the approval of one grant application.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective We have prosperous and diverse local businesses and a growing economy

DISCUSSION

The Heritage Office of NSW co-funds Council to make available annual dollar for dollar grants to owners of heritage listed properties to assist and encourage these owners to undertake essential repair and or conservation works to their properties. The aim of this program is not only to help the conservation of these properties, but to raise public awareness of heritage, encourage investment in the community and preservation of specialist trade skills.

No allocation has been identified in the 2017-2018 budget and funding for the heritage fund works are to be met from reserves until such reserves are expended.

Generally a policy of a maximum \$2,000 per grantee has been adopted.

The application received:

| No. | Property and Nature of Works | Value of Works Proposed | Grant Application Request | Available Recommended Grant |
|------------|----------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------------------------------|------------------------------------|
| 01-17/18 | J Schmidt 120 Urana Street Jindera Conservation works to Dwelling (underpinning of northern side of dwelling) | \$21,890.00 | \$2,000.00 | \$2,000.00 |
| | TOTALS | \$21,890.00 | \$2,000.00 | \$2,000.00 |

BUDGET IMPLICATIONS

Nil. Works are funded from reserves.

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LOCAL HERITAGE PLACES ESTABLISHMENT GRANTS (FORMERLY LOCAL HERITAGE FUND)
2017-2018 [CONT'D]

CONCLUSION

The property, 120 Urana Street Jindera is situated within the Jindera Township Conservation Area.

The proposed works, relating to this application was brought to Council's attention at the June meeting where two other Local Heritage Place Establishment Grants were approved at that time.

The application was deferred pending final costing for the underpinning works. That cost has been received and is \$21,890.00 from Mainmark Ground Engineering.

The works associated with this application will assist with the overall maintenance of the building and enhance the streetscape. An assessment sheet for the application has been prepared and recommendations and suitable conditions of approval for the project have been made.

RECOMMENDATION

That Council approve Heritage Fund Application numbered 01-17/18 and associated recommended grant amount at this time, being a total of \$2000.00.

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**2. FURTHER REPORT – BLACKBERRY INFESTATION LOT 6 DP 832658 - 207
FERNDALE ROAD, WOOMARGAMA**

Report by Director Environment and Planning - Colin Kane

REASON FOR REPORT

At Council's July ordinary meeting a report was provided that responded to a question on notice from Councillor Hicks seeking further information in response to a presentation made by a Mr Geoff Noakes about an infestation of blackberries on the neighbouring property at Lot 6 DP 832658 207 Ferndale Road, Woomargama.

This report is an additional report in response to another presentation made by Mr Geoff Noakes to the August Ordinary meeting. The report outlines Council's methodology to resolve the issue of the Blackberry infestation at Lot 6 DP 832658 207 Ferndale Road Woomargama by clarifying the level of compliance that Council will require from landowners where blackberry infestations exist.

REFERENCE TO DELIVERY PLAN

| | |
|----------------|---------------------------------------------------------------------------|
| Objective | We minimise the impact on the environment |
| Action 4.3.4.1 | Continue to support effective weeds management (private and public lands) |

DISCUSSION

As mentioned Council received at its July ordinary meeting a report that responded to a Question On Notice from Councillor Hicks seeking further information in response to a presentation made by a Mr Geoff Noakes about an infestation of blackberries on the neighbouring property at Lot 6 DP 832658 207 Ferndale Road Woomargama. A copy of that report is attached as **ANNEXURE 2**.

Mr Geoff Noakes presented again to Council at the August ordinary meeting. As a result of that presentation, the author considered that this additional report will be provided to Council to outline Council's methodology to resolve the issue of the blackberry infestation at Lot 6 DP 832658 207 Ferndale Road, Woomargama.

Since the July ordinary meeting the Noxious Weeds Act 1993 has been revoked and replaced by the Biosecurity Act 2015. The Biosecurity Act 2015 introduces the concept of General Biosecurity Duty (GBD) which means for weeds that any person dealing with plant matter must take measures to prevent, minimise or eliminate the biosecurity risk (as far as is reasonably practicable). To support the new Act a Draft Murray Regional Strategic Weed Management Plan has been prepared and within that plan, Blackberries are listed in the regional weeds list.

The original report described how prevalent blackberries are within the eastern portion of the Greater Hume Shire and it has to be acknowledged that neither Council nor the majority of the landowners within the shire will have the resources to eliminate Blackberry infestations. Therefore, in keeping with the concept of General Biosecurity Duty the strategy for Council requires prevention/minimisation of the spread of blackberries.

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FURTHER REPORT – BLACKBERRY INFESTATION LOT 6 DP 832658 - 207 FERNDALE ROAD,
WOOMARGAMA [CONT'D]

Consequently where infestation of blackberries occur the level of compliance that will be required by Council is that the landholder or controller of the land will be required to provide a perimeter spray around the full perimeter of the infestation (if practical). The adoption of this compliance standard by Council will apply in almost all circumstances.

To rectify infestations of weeds such as blackberries an authorised officer (Council) may under the provision of the Biosecurity Act accept a Biosecurity Undertaking from the landholder that details actions and timeframes to reduce the risk posed by the weed infestation. An alternate enforcement measure is a Biosecurity Direction that provides detail on the actions that the landholders must take to manage the weeds. A number of regulatory options exist to enforce the Biosecurity Undertaking and Biosecurity Directions.

It has been discussed what level of compliance will be required by Council of landholders or controllers of land to control infestations of weeds such as blackberries. The enforcement mechanisms available under the Biosecurity Act have also been examined. Therefore with respects to Lot 6 DP 832658 207 Ferndale Road Woomargama it is proposed that Council's authorised officer under the Biosecurity Act will either require the owner to enter into a Biosecurity Undertaking or issue a Biosecurity Direction. Both options will specify the measures the owner will perform to meet the level of compliance required by Council and the period of time whereby the measures must be implemented.

The owner of Lot 6 DP 832658 207 Ferndale Road Woomargama has on two previous occasions undertaken work to minimise/prevent the spread of blackberry. Once Council has ensured that the specified level of compliance has been undertaken then Council will not be in the position to require the owner of Lot 6 DP 832658 207 Ferndale Road Woomargama to perform any more works at that point in time. However additional works would be required on an ongoing basis to prevent/minimise the spread of blackberry.

BUDGET IMPLICATIONS

No implications due to recurrent budget allocation.

CONCLUSION

This additional report has responded to the second presentation by Mr Geoff Noakes and provides to Council an outline of the methodology to resolve the issue of the blackberry infestation at Lot 6 DP 832658 207 Ferndale Road, Woomargama.

RECOMMENDATION

That the report be received and noted.

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3. RENAMING OF HENTY AND HOLBROOK SWIMMING POOLS

Report by Director Environment and Planning – Colin Kane

REASON FOR REPORT

The existing swimming pools at both Henty and Holbrook have been demolished and works have been undertaken to provide new swimming pools and amenities buildings. These works will be completed before the 2017/2018 swimming pool season and as part of the completion of the projects it is necessary to consider whether the pools require a new name.

REFERENCE TO DELIVERY PLAN

Objective Infrastructure and facilities meet the needs of our communities

DISCUSSION

A project that will result in the replacement of the swimming pools and amenities buildings at Henty and Holbrook is drawing to completion. Both facilities will be completed in time for the 2017/2018 swimming season. It is now necessary to consider the name of these facilities so that signage which will include branding can be provided.

The existing pools were dedicated to commemorate those that had served in past conflicts by each including the word "memorial" in their name being Holbrook Memorial Swimming Pool and Henty Memorial Swimming Pool.

For Holbrook there was a memorial stone that was laid into the existing building and at Henty the entrance doors included glass etching of a memorial nature. The stone from Holbrook and the Henty doors have both been retained. It has not yet been determined how to utilise the stone from Holbrook. However it is proposed to utilise the doors from Henty as a display cabinet in the swimming club rooms.

As the existing infrastructure at both pools has been demolished it is suggested that retaining the word "memorial" in the name of the pools may not be necessary or appropriate. Accordingly the pools should be referred to as the Holbrook Swimming Pool and the Henty Swimming Pool.

It should be recorded at both sites that there was a linkage to commemorating war service and this could be done through providing a commemorative plaque with the history of the pools and determining how to utilise the Holbrook commemorative stone. A plaque with the history of the Henty Pool already is in existence and is located outside the pool.

BUDGET IMPLICATIONS

The allocated budget will be utilised towards the cost of the signage and branding.

CONCLUSION

This report has discussed that new infrastructure has completely replaced the existing Holbrook and Henty Swimming Pools and the author has questioned whether it is necessary or appropriate to retain the word "memorial" in new signage to be provided at the new pools.

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RENAMING OF HENTY AND HOLBROOK SWIMMING POOLS [CONT'D]

RECOMMENDATION

That:

1. the Henty and Holbrook swimming pools should be referred to in new signage as the Henty Swimming Pool and the Holbrook Swimming Pool.
2. plaques be provided at each pool that explains the history of the development of the pools and that the original pools were called the memorial pool to commemorate war service.

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GOVERNANCE

Item 1 dealt with earlier in the agenda.

2. COUNCIL MEETING VENUES AND MEETING TIMES

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To set the frequency, time and venue for Council's meeting schedule, for the period October 2017 to September 2018.

REFERENCE TO DELIVERY PLAN ACTIONS

| | |
|----------------|--------------------------------------------------------------------------------------------|
| Strategy | Leadership and advocacy is demonstrated and encouraged in our community |
| Action 1.1.2.3 | Hold a minimum of two council meetings per annum at venues other than Culcairn or Holbrook |

DISCUSSION

During the past few years meetings have rotated between the townships of Culcairn and Holbrook with two meetings being held at other centres across the shire. In the 2016/2017 year, the November meeting was held at Gerogery and the March meeting was held at Burrumbuttock.

Whilst Council is not in receipt of any specific requests to host meetings at this time it has proved useful in providing access to the Council meeting process and accordingly Management supports the retention of this initiative.

It is suggested that a meeting could be held at Wymah in November 2017 and Bungowannah in March 2018.

Council has been meeting on the third Wednesday of each month with a public forum immediately preceding the meeting and commencing at 6.00pm.

Section 365 of the Local Government Act, 1993 requires a Council to meet at least 10 times each year, each time in a different month. Council will still be in compliance with Section 365 of the Local Government Act, should Council resolve not to schedule a meeting in January 2017 as has been the practice for several years.

BUDGET IMPLICATIONS

Adequate allocations have been made within the 2017/2018 Estimates of Income and Expenditure for the conduct of Council meetings, extraordinary meetings and workshops.

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COUNCIL MEETING VENUES AND MEETING TIMES [CONT'D]

CONCLUSION

Council's meeting frequency, venues and times has worked well over the past 12 months.

RECOMMENDATION

That:

1. Council meet on the third Wednesday of each month and commence at 6pm excluding the month of January.
2. a public forum immediate precede each meeting.
3. no ordinary meeting of Council be scheduled for January 2018. Should a matter of urgency arise, the Mayor shall call an extraordinary meeting in accordance with Council's Code of Meeting Practice.
4. the venue for meetings shall rotate between Culcairn and Holbrook except for the November 2017 meeting which will be held at Wymah and the March 2018 meeting which will be held at Bungowannah.

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3. APPOINTMENT OF DELEGATES

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

Appointment of delegates, in accordance with section 377 of the Local Government Act 1993.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil.

DISCUSSION

The delegates were authorised by resolution to represent the Council on the respective organisations at the first meeting of the new term of Council.

It is a requirement that these delegations are reviewed annually at the September meeting.

A table of the respective organisations and appointed delegates is included below.

| ORGANISATION/COMMITTEE | Delegate(s) 2016/2017 | Delegate(s) 2017/2018 |
|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|--------------------------------------------|
| Alliance of Councils and Shires of Upper Murray (ACSUM) Working Party – Albury City, Greater Hume, Indigo, Towong Shires and Wodonga City | Mayor and Deputy Mayor | Mayor and Deputy Mayor |
| Australia Day Committee | Crs O'Neill, Schilg, Osborne (Cr Wilton ex officio) | Recommend a Councillor from each Ward |
| Culcairn/Henty/Holbrook Floodplain Risk Management Committee | Cr Wilton (Chair) | No longer required |
| General Manager's Performance Review Committee | Mayor, Deputy Mayor, Cr Schilg | |
| Eastern Riverina Noxious Weeds | Cr Quinn (alternate Cr Meyer) | |
| Grants Committee | Crs Schilg, Weston and Quinn | Recommend a Councillor from each Ward |
| Holbrook Submarine Museum Committee | Cr Wilton (alternate Cr Quinn) | |
| Audit Risk and Improvement Committee | Crs Osborne and Stewart | Recommend appointing an alternate delegate |
| Jindera Floodplain Risk Management Committee | Cr Osborne (Chair) | No longer required |
| Joint Regional Planning Panel (Greater Hume Shire representatives) | Cr Osborne & Brent Livermore | |
| Lake Hume Land On-Water Management Plan Community Reference Committee | Cr Quinn (alternate Cr Weston) | |

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APPOINTMENT OF DELEGATES [CONT'D]

| ORGANISATION/COMMITTEE | Delegate(s) 2016/2017 | Delegate(s) 2017/2018 |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| Local Emergency Management Committee | Director Engineering (alternate Cr Osborne), with Manager Traffic & Infrastructure as observer. | |
| Local Traffic Committee | Director Engineering (Cr Meyer as an observer) - all councillors are to be advised when meetings are held. | |
| Murray Arts Inc | Cr Schilg | |
| Murray Darling Association | Crs Quinn and Weston | |
| Riverina and Murray Regional Organisation of Councils | Mayor and General Manager | Membership is being relinquished as at 31 December 2017 |
| Riverina Eastern Regional Organisation of Councils | Mayor and General Manager | |
| Riverina Regional Library | Cr Schilg (alternate Cr Wilton) and Director Corporate and Community Services | |
| Riverina Water County Council | Appointed for a 4 year term. Crs Meyer and Quinn | No appointment necessary |
| Rural Fire Service Bushfire Management Committee | Cr Osborne (alternate Cr Meyer) | |
| Softwoods Working Group | Cr Wilton (alternate Cr Weston) | |
| Squirrel Glider Local Area Management Plan Project Committee | Cr Schilg | |
| Walla Walla Floodplain Risk Management Committee | Cr Hicks | |

BUDGET IMPLICATIONS

Nil.

CONCLUSION

This is a procedural matter requiring consideration by Council.

RECOMMENDATION

That Council determine its delegates to the respective organisations listed in the table above.

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4. DELEGATIONS OF AUTHORITY

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

Review of delegations in accordance with Department of Local Government Promoting Better Practice Program.

REFERENCE

Statutory matter.

DISCUSSION

Section 377 of the Local Government Act 1993 provides that a council may, by resolution, delegate to the General Manager, or any other person or body (not including another employee of the council), any of the functions of the council other than those listed in section 377(1). The General Manager may sub-delegate a function delegated to the General Manager by the council to another employee of the council.

The existing delegation for the General Manager has been amended to remove references to the Noxious Weeds Act and include the Biosecurity Act, 2015 and the Mayoral delegation has been amended to include the delegation to appoint an Acting General Manager for a period not exceeding 10 working days as approved at the May 2017 meeting. The amended delegations for the Mayor and General Manager are attached as **ANNEXURE 3**.

Certain Council functions such as the management of public facilities, provision of advice and fundraising activities are delegated by Council to community based management committees appointed under section 355 of the Local Government Act.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

It has been past practice to review delegations to the Mayor and General Manager on an annual basis.

RECOMMENDATION

That Council approve delegations to the Mayor and General Manager, pursuant to section 377 of the Local Government Act, the functions listed in the respective instruments of delegation attached as **ANNEXURE 3**.

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5. MURRAY DARLING ASSOCIATION CONFERENCE – 11-13 OCTOBER 2017

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 Renmark from 11 - 13 October 2017.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy Council is responsive to community needs and priorities
Action 1.1.2.4 Provide Councillors with support and training to ensure their ongoing professional development.

DISCUSSION

Correspondence has been received from the Murray Darling Association regarding the program for the 73rd Annual General Meeting and National Conference of the Murray Darling Association to be held at Renmark from 11 -13 October 2017.

The conference is held in various locations throughout the states of Queensland, NSW, Victoria and South Australia. Last year's conference was hosted by Dubbo Regional Council and representatives of Greater Hume Shire Council have regularly attended in the past.

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

| Item | Cost |
|------------------------------------------------|-------------------|
| Conference registration fees | \$1,320.00 |
| Accommodation (4 nights @ \$110.00) | \$880.00 |
| Travel to Renmark and return (Council vehicle) | \$300.00 |
| Meals etc. (4 days @ \$100.00) | \$800.00 |
| Total | \$3,300.00 |

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

BUDGET IMPLICATIONS

Council has committed approximately \$10,000 (4 attendees @ \$2,500) for the Local Government NSW Conference and attendance at this conference will require approximately \$1,650 per attendee. Assuming the attendance of two Councillors is approved, Council will have committed all of its Conference allocation for the 2017/2018 Financial Year.

At the August meeting Councillors determined to utilise part of the Councillor Training allocation if further funds were required however this will not be necessary at this stage.

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MURRAY DARLING ASSOCIATION CONFERENCE – 11-13 OCTOBER 2017 [CONT'D]

CONCLUSION

There is capacity within the 2017/2018 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.

RECOMMENDATION

That Council approve the attendance of two Councillors at the 73rd Annual General Meeting and National Conference of the Murray Darling Association to be held at Renmark South Australia from 11 to 13 October 2017.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
TO BE HELD AT THE COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY
COURT, HOLBROOK
ON WEDNESDAY, 20 SEPTEMBER 2017**

6. HENTY RAIL CROSSING RELOCATION PROJECT - UPDATE

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To update Council on the progress of submitting applications for funding from the Henty Rail Crossing Relocation Project.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective Infrastructure and facilities meet the needs of our communities
Action 4.1.1.1 Identify opportunities for external grant funding.

DISCUSSION

As Councillors are aware the relocation of the rail crossing north of Henty has been identified as a major infrastructure priority for Greater Hume Shire Council. The project will achieve the following outcomes:

- Significantly improve the efficiency of grain movements to a primary Graincorp grain receival facility
- Significantly improve the safety of road and rail users by providing a protected rail level crossing.
- Improve the amenity of Henty residents by ensuring heavy vehicle freight movements remain on the Olympic Highway and diverting traffic from town streets.
- Reduce Council's costs of maintaining the local road network through Henty by the removal of the heavy vehicle freight movements from town streets.

Council has committed \$500,000 to the \$7.2 million project.

The first application for funding made was under the Australian Government's Building Better Regions Fund (BBRF) and the funding was structured as outlined in Table 1.

Table 1

| | |
|-----------------------------------------------------------------|--------------------|
| Total Project cost | \$7,206,561 |
| Funding sources | |
| Building Better Regions Program (Australian Government) | \$2,305,543 |
| Heavy Vehicle Safety and Productivity Program (Australian Gov.) | \$1,297,737 |
| Fixing Country Rail (State Government) | \$2,037,812 |
| Fixing Country Roads (State Government) | \$1,065,469 |
| Greater Hume Shire Council | \$500,000 |
| Total | \$7,206,561 |

Unfortunately Council's BBRF application was unsuccessful and subsequent discussions with the BBRF Project Team have revealed that the application was deemed ineligible as Council did not have committed funding from other sources. This raises the question that unless one level of Government is prepared to 'go first' to approve funding for complex projects like this, they have little prospect of success.

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HENTY RAIL CROSSING RELOCATION PROJECT – UPDATE [CONT'D]

This matter was raised informally with the Minister for Regional Development, Senator the Hon Fiona Nash at a recent REROC meeting and has also been raised with Transport for NSW in a recent teleconference.

In total there were 545 applications submitted for funding under the BBRF with 110 projects approved. Of the 110 approved projects only two were road projects, which indicates that the BBRF may not be the most appropriate program to seek funding for the Henty Rail Relocation Project. Therefore the funding models included in applications under the Fixing Country Rail and Fixing Country Roads have been amended as detailed in Table 2.

Table 2

| | |
|-----------------------------------------------------------------|--------------------|
| Total Project cost | \$7,206,561 |
| Funding sources | |
| Heavy Vehicle Safety and Productivity Program (Australian Gov.) | \$3,603,280 |
| Fixing Country Rail (State Government) | \$2,037,812 |
| Fixing Country Roads (State Government) | \$1,065,469 |
| Greater Hume Shire Council | \$500,000 |
| Total | \$7,206,561 |

In addition to the above funding programs there may also be opportunities through the NSW Government's Regional Growth Fund which is the subject of a later report.

BUDGET IMPLICATIONS

Nil at this time, although Council has committed a financial contribution of \$500,000 to the project.

CONCLUSION

The Henty Rail Relocation Project has been a priority of Council since the 'near miss' in January 2013 and is a major infrastructure project which will require significant external funding to complete.

Council must remain committed to pursuing all possible funding streams to ensure this priority is addressed.

RECOMMENDATION

That the report be received and noted.

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7. REGIONAL GROWTH FUND

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Council of potential funding opportunities through the NSW Government's Regional Growth Fund.







REFERENCE TO DELIVERY PLAN ACTIONS

Objective Infrastructure and facilities meet the needs of our communities
Action 4.1.1.1 Identify opportunities for external grant funding

DISCUSSION

The NSW Government recently released a Regional Growth Fund which includes six funding programs specifically allocated to rural NSW. The Fund is allocating \$1 billion for economic generating projects and \$300 million for community amenity projects.

REGIONAL GROWTH FUND

| ECONOMIC ACTIVATION FUNDS \$1 BILLION | | COMMUNITY AMENITY FUNDS \$300 MILLION |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CONNECTING COUNTRY COMMUNITIES  | REGIONAL SPORTS INFRASTRUCTURE  | REGIONAL CULTURAL FUND  |
| <p>To invest in communications infrastructure and deliver improved regional voice and data connectivity. This fund will build and upgrade mobile base stations, connect businesses to global markets and schools with innovative learning resources.</p> | <p>To foster the benefits of sport in communities. This fund will invest in new and existing venues to improve the participation and performance in sports at all levels.</p> | <p>To deliver investment to support bold and exciting regional arts and culture. This fund will encourage the rich diversity of the regions, build tourism potential and support young people.</p> |
| PROGRAM OPENS LATE 2017 | PROGRAM OPENS JULY 2017 | PROGRAM OPENS JULY 2017 |
| GROWING LOCAL ECONOMIES  | RESOURCES FOR REGIONS  | STRONGER COUNTRY COMMUNITIES FUND  |
| <p>To develop the enabling infrastructure to grow regional centres. This fund will invest in the crucial projects needed to support job creation and economic growth in regional NSW.</p> | <p>To support job creation and economic growth in mining communities in regional NSW. This fund will help build infrastructure across health, water, road, education, tourism and CBD renewals to attract new business, tourists and residents.</p> | <p>To support councils and community groups in delivering crucial local infrastructure to improve quality of life. This fund will support local projects such as upgrades to community facilities and playgrounds.</p> |
| PROGRAM OPENS JULY 2017 | PROGRAM OPENS JULY 2017 | PROGRAM OPENS JULY 2017 |

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REGIONAL GROWTH FUND [CONT'D]

The community amenity programs have two streams being; the Stronger Country Communities Fund (SCCF) and the Regional Cultural Fund. Council has already had a Workshop (26 July 2017) on the structure and opportunities of the SCCF and this is subject to a separate report to Council.

The majority of the Fund is focussed on economic generating projects and this typically means enabling infrastructure that support multiple economic benefits (and businesses) rather than simply supporting one business in isolation. These program applications require detailed funding applications in the form of a strong business case and cost/benefit analysis.

A summary of the various programs is included below:

- Stronger Country Communities Fund – investing in projects for residents, such as upgrades to local parks, community centres and playgrounds. Greater Hume Shire Council is eligible to submit an Expressions of Interest for Tranche C which opens on 20 September and closes on 18 October 2017. Further discussion on this funding program is included in the following report.
- Regional Cultural Fund – \$100 million over 4 years to build and upgrade arts and cultural venues including art galleries, libraries, performances spaces and cultural centres. Expressions of interest in the first round of \$25 million closed on 4 September.
- Resources for Regions – Delivering infrastructure and community requirements in mining affected communities. This program would not apply to Greater Hume Shire Council.
- Growing Local Economies – Unlocking the economic potential of regional towns and cities and creating jobs. Expressions of interest open in August and will accept applications throughout the year.

Council is currently participating in the development of a Regional Economic Development Strategy (REDS) along with Albury City, Federation, Wodonga and Indigo Councils. It is expected that initiatives identified in REDS will be well regarded for funding by this program.

- Regional Sports Infrastructure – supporting participation and high achievement for regional sporting communities. The emphasis will be on projects that support sports infrastructure at a State and Regional level and it may be difficult for Greater Hume Shire Council to substantiate applications in its own right. Support should be provide to Albury City and Wagga Wagga Councils for projects that have a regional benefit. Expressions of interest opened in August and will be accepted throughout the year.
- Connecting Country Communities – The aim of this program is to invest in communications infrastructure and deliver improved regional voice and data connectivity. This fund will build and upgrade mobile base stations, connect businesses to global markets and schools with innovative learning resources. This program will open later in 2017.

While Council has a large number of projects on a priority list very few are 'shovel ready' and Council will need to give consideration to how to most appropriately address this issue if funding opportunities are to be maximised from these programs and others such as the NSW Liquor and Gaming's Infrastructure Grants Program (also discussed at the Council Workshop held on 26 July 2017).

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REGIONAL GROWTH FUND [CONT'D]

BUDGET IMPLICATIONS

The funding opportunities outlined in this report provide an opportunity for Council to capitalise on 'once in a generation' funding opportunities but consideration may have to be given to providing additional resources to ensure projects are 'shovel ready'.

It is recommended that Council consider making an amount of \$50,000 available to enable detailed planning to be completed for identified priority projects. A possible funding source is the Works Warranty Reserve which currently has a balance of \$536,000.

CONCLUSION

This is a 'once in a generation' funding opportunity from the NSW State Government for regional communities to benefit from significant investment into town and regional facilities. With several funding programs becoming available simultaneously Council should prepare itself to ensure projects are 'shovel-ready'.

RECOMMENDATION

That:

1. the report be received and noted
2. Council allocate an initial amount of \$50,000 from the Works Warranty Reserve to undertake detailed design of identified priority projects and
3. an additional workshop be held to further prioritise potential infrastructure projects across the shire.

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8. STRONGER COUNTRY COMMUNITIES FUND

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to formalise its position in relation to priority projects under the Stronger Country Communities Fund.

REFERENCE TO DELIVERY PLAN ACTIONS

| | |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategy | Engage the community to develop Recreation Plans describing accessible and age friendly public facilities in our spaces and places – parks, playgrounds and reserves, public toilets, sporting fields, swimming pools, public halls |
| Action 4.1.2.2 | Implement the upgrade and replacement program in accordance with budget allocations |

DISCUSSION

The Stronger Country Communities Fund (SCCF) was announced in June 2017 and is part of the overarching \$1 billion Regional Growth Fund. This fund has been established from the proceeds of the partial sale of the electricity distribution assets.

The SCCF will see \$200 million made available for applications over the next two years, with \$100 million available through the first round of funding. In the first year of the program \$798,000 has been allocated to Greater Hume Shire Council. Unlike other funding programs it does not have a competitive or merit based assessment, although applications for projects will need to meet minimum application standards for community consultation and project management before they will be approved. It is expected that Council will receive a similar allocation next year.

Eligible projects include:

- Building new community facilities such as parks, playgrounds, walking and cycle pathways
- Refurbishing existing local facilities such as community centres and libraries
- Enhancing local parks and supporting facilities such as kitchens and toilet blocks.

The government is seeking projects of at least \$100,000 and typically in the range of \$250,000 to \$1,000,000 per project. Larger projects will be considered where there is a significant financial co-contribution.

Projects must be able to be commenced within 12 months and completed within two years of funding approval.

It is expected that projects will strongly reflect the community preferences and the SCCF have engaged Consultants to survey each LGA to ascertain where the projects put forward have broad community support.

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STRONGER COUNTRY COMMUNITIES FUND [CONT'D]

Ineligible projects include;

- Projects less than \$100,000
- Maintenance of roads and bridges, water or sewerage
- Maintenance that Council already propose to fund in their forward programs of capital works, unless a co-contribution is proposed.

The SCCF is taking applications in three tranches:

- **Tranche A** opened 7 July and closes 9 August 2017
- **Tranche B** opens 16 August and closes 13 September 2017
- **Tranche C** opens 20 September and closes 18 October 2017

Greater Hume is in Tranche C which has provided a reasonable timeframe for Councillors to consider competing projects, develop a priority and for staff to seek quotations/scope jobs for the preferred projects.

A copy of the Stronger Country Communities Fund guidelines is included as **ANNEXURE 4**. Further information including a fact Sheet, FAQ and a webinar on the Stronger Country Communities Fund can be found at <http://www.industry.nsw.gov.au/invest-in-nsw/regional-opportunities/stronger-country-communities-fund>

Management has developed a priority list based on projects raised by Councillors, Community Groups or Management which was presented to a workshop held on 26 July 2017. The project priority list at that time included 25 projects.

The project priority list is by no means comprehensive but provided a good starting point for discussions.

At that workshop the intent was to put forward projects that had already been identified as priorities through Council's Integrated Planning and Reporting if grant or other funding (e.g. section 94A Developer Contributions) became available.

These projects included:

1. Skate Park at Culcairn
2. Skate Park at Jindera
3. Walking track at Walla Walla and
4. The upgrade of the stairs and viewing platform at Morgan's Lookout.

Notionally \$200,000 has been allocated for each of the identified projects.

Since the workshop held on 26 July, Council has been advised that its Building Better Regions Fund Application for a purpose built Children's Centre at Walla Walla has been successful. Since the funding announcement Council has met with the Walla Walla community and proponents of the Children's Centre project who have identified that a much better outcome can be achieved for the Walla Walla community (including properly constructing the car park at the Community Hall) if additional funding is provided to acquire an adjacent property.

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STRONGER COUNTRY COMMUNITIES FUND [CONT'D]

It is therefore proposed that additional funding for the Walla Walla Children's Centre be included as a priority and the Walla Walla walking track project be postponed for future consideration.

Further, the Writer attended a workshop on the Regional Growth Fund in Albury on Friday, 18 August 2017. At least three local organisations were represented at the workshop including the Holbrook Australian Rules Football Club, Brocklesby Recreation Reserve Committee and Burrumbuttock Public School P & C.

Subsequently a submission has been received from the Burrumbuttock Public School P & C seeking funding of \$110,000 for a Covered Outdoor Learning Area (COLA) at the School. A copy of the submission is included as **ANNEXURE4** for Councillors' information.

If the four projects discussed above are approved Council would have insufficient capacity to include the Burrumbuttock project for funding in this year's allocation of Stronger Country Communities Funding therefore Council has two options:

1. Resolve to put forward the following projects for consideration
 - a) Skate Park at Culcairn
 - b) Skate Park at Jindera
 - c) Walla Walla Children's Services and
 - d) The upgrade of the stairs and viewing platform at Morgan's Lookout

The Burrumbuttock Public School P & C could be advised that the submission will be considered for funding in next year's allocation of the Stronger Country Communities Fund or

2. Include funding for the Burrumbuttock Public School's Cola and delete one of the existing projects previously identified through community consultation.

It is reiterated that the projects prioritised by Council have been as a result of previous community consultations conducted as the short turnaround time for this funding program has not allowed Council to undertake any specific community consultation on the matter.

Had other community groups been aware of the funding opportunity they too may have been interested in making a submission to Council. In the circumstances it would seem reasonable to defer consideration of request for funding for the Burrumbuttock Public School P & C Cola to next year's allocation when more comprehensive community consultation can be undertaken.

As advised to Councillors at the Workshop held on 26 July 2017, the NSW Government has announced that through Liquor and Gaming NSW a new Infrastructure Grants Program has been developed. The program has four funding rounds each year with the next round opening on 1 November 2017. Applicants can only lodge one application per round and applications can be received from any organisation with an ABN. An overview of the program is also included as **ANNEXURE 4**.

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STRONGER COUNTRY COMMUNITIES FUND [CONT'D]

Additional information on the Liquor and Gaming NSW Infrastructure grants can be found at <http://www.liquorandgaming.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants.aspx>

The announcement of this new funding program makes the development of a comprehensive priority list even more important as Council should be aiming to submit a funding application for every funding round.

BUDGET IMPLICATIONS

There are no direct budgetary implications for Council as indicative funding under the Stronger Country Communities Fund has been advised to Council and prioritised projects have been developed in this light. Council should however be mindful of the ongoing cost associated with any projects put forward for consideration.

CONCLUSION

The projects prioritised by Council have been as a result of previous community consultations conducted as the short turnaround time for this funding program has not allowed Council to undertake any specific community consultation on the matter. Had the other community groups been aware of the funding opportunity they too may have been interested in making a submission to Council. In the circumstances it would seem reasonable to defer consideration of the request for funding for the Burrumbuttock Public School P & C Cola to next year's allocation when more comprehensive community consultation can be undertaken.

RECOMMENDATION

That Council submit the following projects for consideration under the Stronger Country Communities Fund:

1. Skate Park at Culcairn
2. Skate Park at Jindera
3. Walla Walla Children's Services and
4. Upgrade Stairs and Viewing Platform at Morgan's Lookout.

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9. PROPOSED RESIDENTIAL SUBDIVISION AT WALLA WALLA

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To seek approval from Council to proceed to a detailed survey and engineering design of a proposed residential subdivision at Walla Walla.

REFERENCE TO DELIVERY PLAN ACTION

| | |
|----------------|-------------------------------------------------------------------------------------------------|
| Strategy | Develop a new Resident Attraction Strategy for Greater Hume and expand new residential estates. |
| Action 3.2.2.1 | Promote residential development |

DISCUSSION

Following continued representations by the Walla Walla Community Development Committee several reports on the feasibility of developing a small residential subdivision in Walla Walla have been presented to Council in recent years. The most recent correspondence from the Committee and Council's response have been included as **ANNEXURE 5** for Councillors' information.

Councillors also inspected the site of a potential residential subdivision during the Shire tour in February of this year.

Previous desk top reviews have indicated that the cost of developing residential allotments in Walla Walla would be in the \$50,000 to \$60,000 range. This is significantly higher than the likely realisation value based on recent sales.

Whilst the market for vacant land in Walla Walla is quite low there is also very little remaining stock of quality vacant allotments for potential residents seeking to establish a new home in Walla Walla. This issue also exists in Culcairn and Henty although values for vacant land are higher in those townships.

Clearly unless Council is prepared to take on a level of risk, towns in the northern parts of the Shire will stagnate at best and suffer population decline at worst.

For Council to make an informed decision on the costs/benefits of undertaking residential subdivisions in Walla Walla and potentially Culcairn and Henty, detailed survey and designs need to be undertaken so that accurate cost estimates can be prepared. With this in mind Council has sought quotations to survey the development area and undertake the design and cost estimates for a seven lot subdivision as an extension of Jacob Wenke Drive.

It is envisaged that an amount of up to \$20,000 would be required to undertake the above works.

BUDGET IMPLICATIONS

Whilst the cost of preparing the subdivision documentation has not been included in the 2017/2018 budget, the project could be funded from the Land Development Reserve.

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PROPOSED RESIDENTIAL SUBDIVISION AT WALLA WALLA [CONT'D]

CONCLUSION

It is probable that to stimulate real estate development in towns like Walla Walla, Culcairn and Henty, Council will be the developer of last resort and such developments will include risk. It is not possible to quantify the level of risk unless Council has well developed survey and design drawings from which an accurate cost estimate can be prepared. Accordingly, Council approval is sought for funding to undertake this body of work.

RECOMMENDATION

That:

1. Council approve an amount of up to \$20,000 to survey the development area and undertake design and cost estimates for a seven lot subdivision as an extension of Jacob Wenke Drive at Walla Walla
2. the allocation be funded from the Land Development Reserve
3. a further report be submitted to Council once the detailed design has been completed and cost estimated prepared.

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10. COMMUNICATIONS STRATEGY AND IMPLEMENTATION PLAN – BRAND DEVELOPMENT PROJECT INCLUDING REBRANDING COUNCIL'S CORPORATE IDENTITY

Report prepared by Executive Assistant Governance and Economic Development – Marg Killalea

REASON FOR REPORT

For Council to receive a formal report in relation to the brand development project including rebranding of Council's corporate identity.

REFERENCE TO DELIVERY PLAN ACTIONS

| | |
|----------------|-------------------------------------------------------------------------|
| Strategy | Leadership and advocacy is demonstrated and encouraged in our community |
| Action 1.1.2.1 | Develop and implement the Greater Hume Shire Council Communication Plan |

DISCUSSION

In December 2016 Council adopted its first Communications Policy. In June this year Council adopted the Communications Strategy and Implementation Plan.

An extract from the Communications Policy set the platform for progress in relation to Council's corporate brand development project.

Corporate Identity

The corporate image must express Council's approach to business, its culture and its values. Council needs to present a consistent and uniform visual image to ensure that its values are most effectively portrayed.

Council will adhere to the Greater Hume Shire (GHS) Brand Manual which will ensure a consistent image is portrayed across all mediums and formats.

Following extensive focus group sessions and working with the community in the preparation of the Economic Development and Social Plan during 2016, Council uncovered and articulated a meaningful and relevant brand identity for Greater Hume Shire Council.

Kindred (an independent creative design agency based in Albury) was appointed to undertake the brand development project for Council and to create a comprehensive brand manual to enable staff to achieve consistency across all print and digital collateral.

For the record, a concise summary of the history of the brand since amalgamation is reported below.

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COMMUNICATIONS STRATEGY AND IMPLEMENTATION PLAN – BRAND DEVELOPMENT
PROJECT INCLUDING REBRANDING COUNCIL'S CORPORATE IDENTITY [CONT'D]

Waves Brand 1

Greater Hume Shire Council/Greater Hume Shire 'waves' logo (brandmark).



This logo was created by Ken Luke at Magic Design Workshop, accompanying the Administrator's decision to retain Greater Hume Shire Council as the name of the then newly amalgamated council entity in 2004.

The brandmark featured the waves, with the brand words positioned to the left, representing the shire's topography 'as water, plains, mountains and forests'.

This image is horizontal and elongated shaped, with the iteration at some point in time reduced from Greater Hume Shire Council to Greater Hume Shire.

Waves Brand 2

This brandmark (logo) was implemented with the first website for Greater Hume, where the waves moved to above the type (words) Greater Hume Shire, font update with grey text (70% black). This brand image was created by Lyn Hamilton (Communication Works) and Specialty Press Printer.

The positioning statement of 'simply greater' was adopted and widely used as the corporate brandmark for the period 2010 to current date.

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COMMUNICATIONS STRATEGY AND IMPLEMENTATION PLAN – BRAND DEVELOPMENT
PROJECT INCLUDING REBRANDING COUNCIL'S CORPORATE IDENTITY [CONT'D]

Waves Brand 2 continued



Later, modified versions below were created to improve definition of the brand where it was used in newspaper advertisements.



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COMMUNICATIONS STRATEGY AND IMPLEMENTATION PLAN – BRAND DEVELOPMENT
PROJECT INCLUDING REBRANDING COUNCIL'S CORPORATE IDENTITY [CONT'D]

In 2014 the Economic Development Research Report compiled by Crowe Horwath recommended that Council invest in developing a new unique brand. The report suggested that a new brand and refined positioning statement would help to realign the community focus to a broader shire view and better carry its marketing messages into a crowded marketplace.

Branding Proposal

Consideration has been given to local government brand rollouts and the sector more generally and possible impacts for Greater Hume's rebranding project.

The naming of recent amalgamated local government entities has resulted in Federation Council and Snowy Valleys Council (as two examples) where the use of 'shire' in the name has been dropped.

The sector review also revealed a commonality of wave graphics used in many other local government council brandmarks.

Two opportunities significant to Greater Hume have emerged as a result of the sector review.

In light of contemporary local government naming protocols together with the rebranding project underway, it provides Council with the opportunity for a brand name update.

Management recommends that Greater Hume Shire Council should move in this direction – with the view that a modification to the brand words should be undertaken (at this time) by moving to **Greater Hume Council**.

It is envisaged that the Council's legal entity would remain intact as Greater Hume Shire Council (any change to the organisation's name requires the support of the Minister by a proclamation and cannot be effected by a Council resolution alone).

Therefore, it is recommended that the brand words used in the corporate brand become
(image) Greater Hume Council

e.g. visual brand image will include the words Greater Hume Council (remove 'shire' from the brand), thus the iteration (spoken words of the brand will become Greater Hume Council).

Impacts of such are described:

Greater Hume Children Services (no change)

Buy Local in Greater Hume (drop 'shire')

Greater Hume Youth Advisory Committee (no change)

Greater Hume Risk and WHS Committee

Staff answering telephone calls "Good morning, Greater Hume Council,"

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COMMUNICATIONS STRATEGY AND IMPLEMENTATION PLAN – BRAND DEVELOPMENT
PROJECT INCLUDING REBRANDING COUNCIL'S CORPORATE IDENTITY [CONT'D]

Kindred Design provided a presentation to Council at a workshop held on 23 August 2017. Creative Director, Megan Zawertailo presented the case for Council to move forward with a fresh, clean and contemporary corporate brand to support Council's efforts to impart messages surrounding strategy and value and demonstrating leadership and advocacy.

The proposed new brandmark (logo) will project Greater Hume's unique point of difference, reflect the organisation's name change and improve useability of the brand. An extract from the presentation is attached as **ANNEXURE 6** for councillors' information.

Formal adoption of the new brand concept is now sought.

Positioning Statement

Positioning statements are used in marketing communications to support a brand's character. A positioning statement ideally points a laser beam at only the relevant benefit and points of competitive differentiation. Desirably, effective positioning statements contain a benefit message for the organisation and the target audience.

It is proposed that two refining positioning statements be adopted:

| Target Audience | Recommended Positioning Statement |
|---------------------------|------------------------------------------|
| Community | Live a greater life |
| Businesses (and Visitors) | Our location advantage |

BUDGET IMPLICATIONS

Nil. The cost of the rebrand project and the development of brand manual has been met from existing budgetary allocations.

Management's view is that the rebrand will be a progressive and phased roll out, as rebranding of all assets across the council area is a considerable task.

As such the rollout will occur as projects are scheduled, budgeted for and completed. The new branding will be incorporated into the new website when commissioned, and entrance and town signage when allocations to budgets are confirmed. Some assets will not be rebranded until they become redundant or need to be replaced. Stationery and business cards, car signage etc. will be updated when existing stocks have been depleted, new vehicles/equipment purchased or new or existing facilities signage is required.

CONCLUSION

This report outlines the work undertaken to date to create an effective brand strategy for Council. The case has been presented for Council to move boldly forward adopting a new brand, which will more effectively portray the Council's values and its direction for strategic growth.

As a result of this branding project, the Council will adhere to the Greater Hume Council Brand Manual which will ensure a consistent image is portrayed across all mediums and formats.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
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COMMUNICATIONS STRATEGY AND IMPLEMENTATION PLAN – BRAND DEVELOPMENT
PROJECT INCLUDING REBRANDING COUNCIL'S CORPORATE IDENTITY [CONT'D]

RECOMMENDATION

That:

1. the brand words used in the corporate brandmark become 'Greater Hume Council'
2. Council adopt the proposed new brand concept as presented by Kindred design agency
3. Council adopt new positioning statements:
Live a greater life (Community)
Our location advantage (Business and Visitors).

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11. 2017 LOCAL GOVERNMENT CONFERENCE

Report by General Manager - Steven Pinnuck

REASON FOR REPORT

For Council to consider motions to be submitted to the 2017 Local Government NSW Conference and to also consider nomination of an additional delegate.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy Leadership and advocacy is demonstrated and encouraged in our communities.

Action 1.1.3.1 Councillors and Senior Staff represent the interests of Greater Hume Shire to State and Federal members and government departments.

DISCUSSION

At the August meeting of Council the following was resolved.

That:

- 1. the Mayor and Deputy Mayor attend the Local Government NSW Annual Conference as voting delegates and Cr Osborne and General Manager as Observers*
- 2. Councillors submit proposed motions to the General Manager by Friday 1 September 2017 to enable a report to be submitted to the September Council meeting for consideration*
- 3. if a third councillor is interested in attending, that the Councillors Training Budget be utilised.*

Two issues have been raised by Councillors as the source of possible motions to conference being:

1. Utilisation of school buses for public transport in rural NSW – submitted by Cr Osborne and
2. Noxious Weeds funding – submitted by Cr Quinn.

In relation to point 1 above the motion outlined below is proposed.

Local Government NSW lobby the NSW State Government to permit school buses to be available to provide public transport options for the general public when not transporting students. These buses should be exempt from providing disabled access where other transport options are available for people with mobility issues.

In relation to point 2 above it is recommended that a motion not be submitted to the 2017 Local Government Conference as significant changes are afoot in the way in which funding for noxious weeds is provided and managed.

In 2013-14 the Natural Resources Commission undertook a review of the way noxious weeds were managed in NSW and made 8 recommendations.

One of which was Recommendation 3 – Ensure consistent and coordinated regional planning and local delivery.

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2017 LOCAL GOVERNMENT CONFERENCE [CONT'D]

This recommendation has resulted in 14 regional weed advisory committees being replaced with 11 statutory regional weed committees comprising LCAs (councils), public and private landholders and community members as sub committees to Local Land Service (LLS) regions and aligned to LLS boundaries.

Council's Senior Weeds Officer Neil Hibberson has been Chair of the Murray Weeds Action Program and David Smith has been on the Committee. Greater Hume Shire has been the Lead Agency for both the Murray and Riverina Weed Action Programs for over a decade employing two part time staff and provided office accommodation to enable successive plans to be implemented.

In May 2017 the NSW Department of Primary Industries released new guidelines, which has affectively removed Council as the Lead Agency in favour of the Murray and Riverina LLSs.

Additional funding has been provided in the 2017/2018 financial year to enable LLSs to employ staff to implement Weeds Actions Plans. The NSW State Government is yet to commit to ongoing funding for these new positions which will have significantly expanded roles to the current position auspiced by Greater Hume Shire Council.

Discussions have commenced between Council and both the Murray and Riverina LLSs to ensure an orderly handover of responsibilities.

Given the changes currently being implemented by NSW Department of Primary Industries and the uncertainty of how Weed Action Plans will be funded in the future it is difficult to frame an appropriate motion at this time.

Point 3 of the resolution from the August meeting provided an opportunity for an additional Councillor to attend the 2017 Local Government Conference. It is recommended that this matter be resolved at the September meeting to enable registration, accommodation and travel arrangements to be finalised.

BUDEGT IMPLICATIONS

As articulated in the report on the Murray Darling Association Conference, Councillor attendance at these two conferences will fully expend the Conferences allocation for the 2017/2018 Financial Year.

CONCLUSION

The annual Local Government Conference always provides a forum to raise issues of importance to local government in NSW.

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2017 LOCAL GOVERNMENT CONFERENCE [CONT'D]

RECOMMENDATION

That Council

1. submit the following motion to the 2017 Local Government Conference:

Local Government NSW lobby the NSW State Government to permit school buses to be available to provide public transport options for the general public when not transporting students. These buses should be exempt from providing disabled access where other transport options are available for people with mobility issues.

2. Council nominate an additional Councillor to attend the 2017 Local Government Conference.

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CORPORATE AND COMMUNITY SERVICES

1. 2016/2017 ANNUAL AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL

Report prepared by Chief Financial Officer – Dean Hart

REASON FOR REPORT

To present to Council the Draft General and Special Purpose Financial Statements for year ending 30 June 2017, which require certification and referral to Council's external auditors, Hill Rogers.

REFERENCE TO DELIVERY PLAN ACTIONS

Statutory matter.

DISCUSSION

The Local Government Act 1993 ("the Act") relating to the preparation of Council's annual financial reports requires that:

1. Section 413 – A council must prepare financial reports for each year, and must refer them for audit as soon as practicable after the end of that year.
2. Section 413(2) – A council's financial reports must include:
 - a. A general purpose financial report
 - b. Any other matter prescribed by the regulations
 - c. A statement in the approved form by the council as to the opinion of the general purpose financial report.

The Local Government Code of Accounting Practice and Financial Reporting requires that Council complete a Special Purpose Financial Report for all business activities declared by Council and that Council complete a Statement on its Special Purpose Financial Report. A copy of the required Statements is included as **ANNEXURE 7**.

3. Section 413(3) – The general purpose financial report must be prepared in accordance with the Act and the regulations and the requirements of:
 - a. The publications issued by the Australian Accounting Standards Board, as in force for the time being, subject to the regulations, and
 - b. Such other standards as may be prescribed by the regulations.
4. Section 416 – A council's financial reports for a year must be prepared and audited within 4 months after the end of the year concerned.

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2016/2017 ANNUAL AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

5. Section 418 – Upon receiving the Auditor's Report, the Act requires the council to give at least 7 days public notice of the meeting at which it proposes to present its audited financial reports, together with the Auditor's Report, to the public. The public notice must include a statement that the business of the meeting will include presentation of the audited financial reports, the Auditor's Report, and a summary of the financial reports.
6. Section 420 – Any person may make submissions in respect of the Council's audited financial reports or the Auditor's Report. Such submissions must be in writing and lodged with Council within 7 days after the public meeting at which these reports are presented. Copies of all submissions received must be referred to Council's Auditor. The Council must take such action as it considers appropriate in respect to any submissions received, including giving notice to the Office of Local Government of any matter that appears to require amendment of the Council's Financial Statements. In order to facilitate the public notice, meeting and submission process, it is considered appropriate that Council delegate to the General Manager authority, upon receipt of the Auditor's Report by Council to:
 - a. Arrange for the public notice of this meeting, in the required format, to be placed in the Border Mail newspaper, advising of the meeting at which the Auditor's Report will be presented.
 - b. Arrange for the Council's audited financial reports and a copy of the Auditor's Report to be made available for public inspection on Council's website and at the Council's offices and libraries.
 - c. List the audited financial reports and Auditor's Report on the Agenda for the October 2015 Council Meeting.
7. Section 428 – The audited financial reports must be included in the Council's annual report.
8. Clause 215 of the Local Government (General) Regulation 2005, requires that the Statement under Section 413(2)(c) on the annual financial report must be made by resolution of the Council and signed by the:
 - a. Mayor
 - b. At least one (1) other Councillor
 - c. General Manager
 - d. Responsible Accounting Officer

Whilst the annual financial reports were completed for Greater Hume Shire Council, Greater Hume Shire Council Water Fund and Greater Hume Shire Council Sewer Fund and forwarded to the Auditors prior to their arrival, some amendments have been required to meet directions from the NSW Audit Office in relation to the disposal of assets including road assets. As a result an addendum report will be provided to councillors, prior to the meeting.

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2016/2017 ANNUAL AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

Council is responsible for the preparation of the financial reports and adequate disclosures. This includes the maintenance of adequate accounting records and internal controls, selection and application of accounting policies, and the safeguarding of the assets of Council.

Following the amendments, the General Manager reports that the Annual Financial Statements have been drawn up in accordance with:-

- The Local Government Act 1993 (as amended) and the regulations made thereafter
- The Australian Accounting Standards and professional pronouncements
- The Local Government Code of Accounting Practice and Financial Reporting
- The Local Government Asset Accounting Manual

Further it is advised that they will:

- Present fairly the financial position and operating result for the year; and
- Accord with Council's accounting and other records.

The General Manager is not aware of any issue that would make the reports false or misleading in any way.

In relation to the Special Purpose Financial Statements, it is advised that the Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting and the:-

- NSW Government Policy Statement "Application of National Competition Policy to Local Government"
- Department of Energy, Utilities and Sustainability "Best Practice Management and Water Supply and Sewerage" Guidelines.

It is further advised that these reports:

- Present fairly the financial position and operating result for each of Council's declared Business Units for the year; and
- Accord with Council's accounting and other records.

External/Internal Restrictions (Reserves)

Council has maintained strong externally restricted reserves of \$10,745,440 (includes \$177,763 held in Trust) and internal restrictions of \$11,189,438.

External Restrictions are generally unexpended grants, water and sewerage funds and can only be used for the purposes for which they were raised. Council has more flexibility with internal restrictions whereby Council can, by resolution, vary the purpose of restriction or remove it all together.

An amount of \$3,440,331 has been restricted for uncompleted works across the shire.

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2016/2017 ANNUAL AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

Minor Funds

Satisfactory reserves are held in most schemes. Scheme reserves are detailed below:

| FUND | \$ '000 |
|------------------------------------------|----------------|
| Greater Hume Shire Council Sewerage Fund | \$3,004 |
| Greater Hume Shire Council Water Fund | \$1,804 |
| TOTAL | \$4,808 |

Audit Committee Review

A meeting of the Greater Hume Shire Council Internal Audit Committee was held on Tuesday 12 September 2017 to review the draft financial statements and to provide an opportunity for the Committee to ask questions and seek clarification from Council's Chief Financial Officer on all aspects of the statements.

Following review by the Audit Committee, the following resolution was passed:

RESOLVED [David Maxwell/Cr Denise Osborne]

That the Committee reports:

1. That it has considered the unaudited draft Annual Financial Statements, Special Purpose Reports and Special Schedules and asked such questions as it considered appropriate of Council's finance staff and auditors in attendance, and is satisfied with the responses received.
2. That it acknowledges that the audit is as yet incomplete and further issues may arise prior to completion.
3. That it requests that a report be submitted to its next meeting of any significant changes made to the statements as part of the completion process, and that the Chairman be advised of these prior to completion of Council's certificates.
4. That subject to the above, it is not aware of any matter that would prevent the Council from executing the certificates to the Annual Financial Statements and Special Purpose Reports required by section 413(2)(c) of the Local Government Act 1993.
5. That the Committee commends the finance staff on the prompt completion of the financial statements.

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2016/2017 ANNUAL AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

The external auditor will present the 2016/17 financial statements to Council at the ordinary meeting to be held on 18 October 2017.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

The General Manager has provided assurances as to the manner in which the Statements have been prepared it is recommended that General Manager, the Mayor, Deputy Mayor, General Manager and the Chief Financial Officer be authorised to sign the Statement by Councillors and Management for the 2016/2017 General Purpose and Special Purpose Financial Statements .

RECOMMENDATION

That on the basis of the assurances provided by the General Manager:

1. the Annual Financial Statements for the year ended 30 June 2017 be adopted
2. the Mayor, Deputy Mayor, General Manager and the Chief Financial Officer be authorised to sign the Statement by Councillors and Management for the 2016/2017 General Purpose and Special Purpose Financial Statements
3. the Annual Financial Statements for the year ended 30 June 2017 be referred to the Council's Auditor for audit
4. Council hereby delegate to the General Manager authority, upon receipt of the Auditor's report of the Council, to:
 - a. forward a copy of the Financial Statements to the Officer of Local Government and Australian Bureau of Statistics
 - b. arrange for public notice, in the required format, of the Council Meeting at which the Financial Statements will be presented to the public
 - c. arrange for Council's audited Financial Statements and a copy of the Auditor's Reports to be made available for public inspection
 - d. list the presentation of audited Financial Statements and Auditor's Reports on the Agenda for the October 2017 Council Meeting.

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2. POLICY DEVELOPMENTS

**Report prepared by Manager Corporate Services – Suzanne Klemke and
General Manager – Steven Pinnuck**

REASON FOR REPORT

To present new and revised policies for consideration by Council.

REFERENCE TO DELIVERY PLAN ACTION

Strategy Leadership and advocacy is demonstrated and encouraged in our
community

Action 1.1.1.1 Design, document and implement a structured policy review process

DISCUSSION

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

1. Information Technology Security Access Policy (New policy)

The purpose of the Information Technology Security Access Policy is to provide for the implementation of suitable controls to ensure the protection and use of information technology assets and resources within Greater Hume Shire Council.

Council's information that can be accessed by Councillors, staff, volunteers, contractors and external parties must be protected from inappropriate use, modification, loss or disclosure. This policy and associated procedure establishes a system to cover all stages in the life-cycle of user access, from the initial registration of new users to the final de-registration of users who no longer require access to information systems and services.

2. Procurement Policy (substantially rewritten policy)

The purpose of the Procurement Policy is to:

- Establish a framework to guide Council, employees, volunteers and agents involved in procurement activities to meet legislative requirements; manage risk and achieve best value for Council.
- Create an environment where Council's purchasing practices are, and are seen to be ethical, accountable, transparent and effective.

Following an internal audit of Procurement the revision of the Procurement Policy and Procedures were key recommendations of the review. The Policy and the Procedures have been substantially rewritten. Councillors would be aware that previously a Local Preference Purchase Policy has recently been adopted by Council.

Copies of the draft Information Technology Security Access Policy and draft Procurement Policy are attached as **ANNEXURE 8** for Councillors' consideration.

A copy of the Procurement Procedures is **ENCLOSED SEPARATELY** for Councillors' information.

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POLICY DEVELOPMENTS [CONT'D]

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 the Information Technology Security Access Policy and Procurement Policy be adopted.

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3. REQUEST TO CONSTRUCT BUILDING ON COUNCIL LAND – LITTLE BILLABONG COUNTRY WOMEN’S ASSOCIATION

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To seek Council approval for the construction of a building on Council land from the Little Billabong CWA.

REFERENCE TO DELIVERY PLAN ACTION

Objective Volunteering is inclusive, well acknowledged and supported

DISCUSSION

Council is in receipt of correspondence from the Little Billabong CWA requesting permission to construct a shed for storage of a catering trailer. The trailer is utilised by the CWA at clearing/livestock sales, bushfires and other events within the community. The proposed shed will be 3090 wide x 5940 long and 2400 to the eave (see plan attached in **ANNEXURE 9**) and will be subject to Council building approval.

The CWA believe that the most suitable site for the construction is on the land which contains the Little Billabong Fire Station, being Lot 1 DP 1127612. Investigations into an alternative site at the Little Billabong Hall (Lot 2 DP 1127612) has been undertaken, however the CWA has indicated that there is limited access into the grounds during wet periods and is not suitable for their purpose.

The CWA has confirmed that in the event the committee were to disband, the shed would be dismantled and removed from the site. To ensure that both the CWA and Council are aware of their obligations and requirements a draft Memorandum of Agreement has been prepared and attached as **ANNEXURE 9**.

BUDGET IMPLICATIONS

If a suitable location is approved, it would be reasonable for Council to provide the land to the Little Billabong CWA as a community group on a no fee basis. However, all costs associated with the construction will be borne by the CWA.

CONCLUSION

Approval is now sought from Council for the construction of a storage shed by the Little Billabong CWA on Council owned land being Little Billabong Fire Station Lot 1 DP 1127612.

RECOMMENDATION

That:

1. the Little Billabong Country Women’s Association be granted permission to erect a shed for the purposes of storage on Council land known as Lot 1 DP 1127612 in accordance with the terms and conditions of the Memorandum of Agreement.
2. any development application and construction certificate fees be waived.

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4. POLICY REVIEW - GREATER HUME CHILDREN SERVICES POLICIES

Report prepared by Greater Hume Children Services Manager - Ester Vanhinnisdael

REASON FOR REPORT

To present the Greater Hume Children Services policies for adoption.

REFERENCE TO DELIVERY PLAN ACTION

Strategy Leadership and advocacy is demonstrated and encouraged in our community

Action 1.1.1.1 Design, document and implement a structured policy review process

DISCUSSION

Following a review of all policies it was determined that as a business unit of Greater Hume Shire Council it was appropriate for all Greater Hume Children Services policies to transition to the Council template. Apart from reformatting, no changes have been made to the content of the policies included in **ANNEXURE 10**, which are listed as follows:

- Excursions Policy
- Refusal of Authorisations for a Child to Leave the Service Policy
- Health and Safety Policy Incorporating Nutrition Food and Beverages and Dietary Requirements Sun Protection Water Safety Administration of First Aid
- Incident Injury Trauma and Illness Policy
- Child Safe Environment Policy
- Staffing Policy Incorporating Code of Conduct Determining the Responsible Person Present and Participation of Volunteers and Students
- Interactions with Children Policy
- Governance and Management of the Service Policy Incorporating Confidentiality of Records
- Enrolment and Orientation Policy
- Payment of Fees Policy
- Dealing with Complaints Policy
- Assessment Approval Policy and Reassessment of Approved Family Day Care Residences and Family Day Care Venues
- Engagement and Registration of Family Day Care Educators Policy
- Keeping a Register of Family Day Care Educators Policy
- Monitoring Support and Supervision of Family Day Care Educators Policy

Greater Hume Children Services provides care for children from six weeks of age; whilst in care children require the opportunity for sleep and rest.

From October 2017, it is a requirement for all children services providers to hold a current Safe Sleep and Rest Policy. This new draft policy has been sent to all stakeholders for consultation and reviews have now been completed. A copy of the draft Safe Sleep and Rest Policy is also included in **ANNEXURE 10**.

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POLICY REVIEW - GREATER HUME CHILDREN SERVICES POLICIES [CONT'D]

BUDGET IMPLICATIONS

There are no foreseen implications to the budget.

CONCLUSION

Greater Hume Children Services is required under the National Quality Framework, (comprising the Education and Care National Law and the Education and Care Services National Regulations), to hold policies and procedures relating to the care and safety of registered children in care.

As a business unit of the Greater Hume Shire Council it is appropriate to have all policies uniform with those of Council. Greater Hume Children Service is required to have a Safe Sleep and Rest Policy in place as of 1 October 2017.

RECOMMENDATION

That:

1. Council adopt the following *reformatted policies* as follows:
 - Excursions Policy
 - Refusal of Authorisations for a Child to Leave the Service Policy
 - Health and Safety Policy Incorporating Nutrition Food and Beverages and Dietary Requirements Sun Protection Water Safety Administration of First Aid
 - Incident Injury Trauma and Illness Policy
 - Child Safe Environment Policy
 - Staffing Policy Incorporating Code of Conduct Determining the Responsible Person Present and Participation of Volunteers and Students
 - Interactions with Children Policy
 - Governance and Management of the Service Policy Incorporating Confidentiality of Records
 - Enrolment and Orientation Policy
 - Payment of Fees Policy
 - Dealing with Complaints Policy
 - Assessment Approval Policy and Reassessment of Approved Family Day Care Residences and Family Day Care Venues
 - Engagement and Registration of Family Day Care Educators Policy
 - Keeping a Register of Family Day Care Educators Policy
 - Monitoring Support and Supervision of Family Day Care Educators Policy

2. Council adopt the *new* Safe Sleep and Rest Policy.

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ENGINEERING

1. RESPONSE TO QUESTION ON NOTICE – FLOOD DAMAGE REMEDIATION WORKS UPDATE

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To respond to a Question on Notice from Councillor Stewart to provide an update on flood damage remediation works from the flooding event in late 2016.

REFERENCE TO DELIVERY PLAN ACTION

| | |
|----------------|--------------------------------------------------------------------------------------|
| Strategy | Infrastructure and facilities meet the needs of our communities |
| Action 4.1.1.1 | Identify opportunities for external grant funding. |
| Action 4.1.1.2 | Ensure investment in the upgrade of roads infrastructure is targeted and prioritised |

DISCUSSION

Councillor Stewart requested an update on remediation works on Council roads following the “flooding event” in September/October last year.

During the Spring of last year significant rainfall occurred on the Eastern half of Australia. Significant damage was caused to road networks leading to the event being “disaster declared” in many areas including Greater Hume.

Previous reports to Council in December 2016 and May 2017 have detailed Council's progress to obtain funding to undertake remediation works. A copy of the relevant reports is included in **ANNEXURE 11**.

On the 31 August (and further revised on 12 September) Council finally received confirmation of funding to the value of \$2,186,886 for remediation works to road assets associated with the flooding event. \$408,586 of the funding is to offset initial “emergency works” which have already been completed by Council. A copy of this correspondence is also included in **ANNEXURE 11**.

The remainder of \$1,778,300 is for works yet to be undertaken. A detailed list of the outstanding works to be undertaken is also attached in **ANNEXURE 11**. As shown on the list Council is still in discussion with Roads and Maritime Services (RMS) to obtain further funds for projects that have not been approved.

As required under Natural Disaster Relief and Recovery Arrangements (NDRRA) none of these works can be completed by Council staff and must be undertaken by external contractors through a tendering process.

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RESPONSE TO QUESTION ON NOTICE – FLOOD DAMAGE REMEDIATION WORKS UPDATE
[CONT'D]

Council staff are now in the process of preparing tenders for the works following approval of the funding, with works to be undertaken over the summer months.

It is proposed that Council will put out three tenders for works based on the following:

| | |
|--------------------------------------|--------------------|
| Drainage/Bridge/Culverts/Causeways | \$280,250 |
| Gravel Resheeting | \$1,122,300 |
| Seal Repairs and Stabilisation Works | \$375,750 |
| Total | \$1,778,300 |

BUDGET IMPLICATION

The approval of the funding ensures no additional costs will be incurred by Council for the completion of works.

CONCLUSION

Whilst Council welcomes the funding for the works as detailed, it is still disappointing that the process to obtain the funding has been exhausting for all involved. It is hoped a change in the funding arrangements proposed by the Federal Government will lead to a more streamlined process in the future, including the opportunity for Council staff to undertake the work rather than having to tender this work.

RECOMMENDATION

That the report be received and noted.

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2. REROC BULK EMULSION CONTRACT

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To present tenders received for supply and delivery of Bulk Bitumen Emulsion to Council.

REFERENCE TO DELIVERY PLAN ACTION

Objective Strong relationships and effective partnerships
Action 1.1.4.2 Continue as an active participant in REROC initiatives

DISCUSSION

Council has participated in a resource sharing tender project with all REROC councils for the supply and delivery of Bulk Bitumen Emulsion. Although the tender was undertaken for all councils, each council must enter into a separate contract once agreement on the preferred tenderer is made.

The bitumen emulsion supplied is used in the patching of roads by Council's pavement maintenance staff. The emulsion is delivered by tankers to purpose built onsite storage tanks at the Culcairn and Holbrook Works Depots. The onsite tank at Culcairn has a storage capacity of 30,000 litres and Holbrook has a 10,000 litre capacity. On average 218,000 litres are delivered each year.

Coolamon Shire on behalf of all the REROC councils undertook the advertising and administration of the tender process.

At the close of tenders four companies had submitted tenders. Downer EDI, Fulton Hogan, Boral and Sami. The preferred tender selected by all councils unanimously was Downer EDI. A summary of tender prices is **ENCLOSED SEPARATELY** for Councillors' information

As shown the price submitted by Downer EDI was the lowest of the four tenders received.

All tenderers were offered to supply fixed price or rise and fall pricing for either a two year or three year period.

The best price offered by Downer is for a rise and fall price for either a two or three year period.

BUDGET IMPLICATION

Council's current budget provides for the ongoing management of Council road network including the provision of patching by Council staff. The pricing proposed is approximately 2% less than what is currently paid for the emulsion delivered.

CONCLUSION

The tender from Downer EDI as shown is the most competitive from the four tenders received. Council's participation in the REROC contract also provides significant savings due to the number of councils involved.

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REROC BULK EMULSION CONTRACT [CONT'D]

RECOMMENDATION

That Council accept the tender from Downer EDI Works Pty Ltd for the supply of bulk emulsion under the rise and fall pricing as tendered for three years commencing on 1 October 2017 at \$0.817c/litre.

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PART B - ITEMS FOR INFORMATION

GOVERNANCE

1. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

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

DISCUSSION

ENCLOSED SEPARATELY with the agenda is a listing of OLG Circular 24-25/2017. Copies of OLG Circulars are available from the website www.olg.nsw.gov.au or alternatively by contacting Council.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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

REASON FOR REPORT

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

DISCUSSION

ENCLOSED SEPARATELY is a listing of Table of Contents of LGNSW Weekly Circulars and 30-35/2017. Copies of LGSA Weekly Circulars are available from the website www.lgsa.org.au or alternatively by contacting Council.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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3. TOURISM AND PROMOTIONS OFFICER'S REPORT

Report by Tourism and Promotions Officer – Kerrie Wise

REASON FOR REPORT

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

DISCUSSION

Attached, at **ANNEXURE 12** 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 AUGUST 2017

Attached, in **ANNEXURE 13** are the statements of bank balances and investment report as at 31 August 2017.

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3. HUMAN RESOURCES REPORT FOR AUGUST 2017

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.

The following staff commenced duties with Council during the August 2017 period

- Alison Herbst Casual Customer Service Officer
- Cloete Van Wyk Building Surveyor
- Jessica Livermore Casual Administration Officer – Environment & Planning

The Union Picnic Day will be held on Tuesday, 3 October 2017.

BUDGET IMPLICATION

Nil.

CONCLUSION

For councillors' information.

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ENGINEERING

1. AUGUST REPORT OF WORKS

Grants Program

State Roads Maintenance (RMCC):

Maintenance works and sign replacement on State Roads under the RMCC with the Roads and Maritime Services is continuing.

Regional Roads Block Grant:

Major focus has been on general maintenance on all Regional Roads.

Road widening has been completed on Urana Road near Roblins Road, Walbundrie to improve the shoulder and verge.

Local Roads

Sealed:

General maintenance is continuing on Council's local sealed roads.

Unsealed:

Gravel resheeting on Hudsons Rd, Elsinore Rd, Rogers Rd East, Tin Mine Rd, Mandaring Rd, Funks Rd, Cook Rd and Daly Rd has been undertaken during the month of August.

Tree pruning has been carried out on overhanging low limbs to improve traffic movement and removal of suckers to improve drainage on numerous roads, sealed and unsealed throughout the local government area.

Maintenance grading has taken place on the following roads in August:

| | |
|------------------------|-------------------------|
| Back Henty Rd | Klinberg Rd |
| Beckett Rd | Lieschkes Rd |
| Bendermeer Rd | Mirrabooka Rd |
| Bowlers Rd | Mitchells Rd |
| Brittas Reserve Rd | Moorwatha Rd |
| Bunn Rd | Mullers Rd |
| Coach Rd | Munyaplah Boundary Rd |
| Coppabella Rd | Munyaplah Settlement Rd |
| Courtney Ln | Newton Rd |
| Echerina Rd | River Rd |
| Fanning Ln | Shippards Rd |
| Ferndale Rd | Vile Ln |
| Four Mile Ln | Woodland Rd |
| Harrison Rd | Wymah Rd |
| Howlong Goombargana Rd | Yarra Yarra Rd |
| Kendalls Rd | Yenschs Rd |
| Kleemans Rd | |

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REPORT OF WORKS [CONT'D]

Urban Streets:

Pothole repairs have been undertaken in some urban laneways in Walla Walla.

Footpath and kerb and channel maintenance has been carried out in Culcairn, Holbrook and Jindera.

Drainage and kerb and channel works in Sladen Street, Henty has commenced as part of the Streetscape Project. There will be a minor break in works during the period around Henty Machinery Field Days.

General:

Replacement of a number of signs on rural roads and urban streets is continuing.

General maintenance of public toilets and parks, including tree pruning and removal within the shire was undertaken in August.

Monthly Works Maintenance Expenditure:

| Local Roads Program | Original Budget | YTD Budget | YTD Expenditure | YTD Variance |
|-------------------------------|-----------------|--------------|-----------------|--------------|
| Urban Local Roads Maintenance | \$500,000.00 | \$83,333.33 | \$79,345.60 | \$3,987.73 |
| Rural Roads Sealed | \$650,000.00 | \$108,333.33 | \$106,747.97 | \$1,585.36 |
| Rural Roads Unsealed | \$1,071,638.00 | \$178,606.33 | \$252,748.83 | -\$74,142.50 |
| Street Tree Maintenance | \$252,000.00 | \$42,000.00 | \$17,110.61 | \$24,889.39 |

| Regional Roads Program | Original Budget | YTD Budget | YTD Expenditure | YTD Variance |
|----------------------------|-----------------|--------------|-----------------|--------------|
| Regional Roads Maintenance | \$946,698.00 | \$157,783.00 | \$220,399.62 | -\$62,616.62 |

| Sportsgrounds, Parks & Public Toilets | Original Budget | YTD Budget | YTD Expenditure | YTD Variance |
|---------------------------------------|-----------------|-------------|-----------------|--------------|
| Sportsground Maintenance | \$114,802.00 | \$19,133.67 | \$14,682.69 | \$4,450.98 |
| Parks & Gardens Maintenance | \$226,129.00 | \$37,688.17 | \$41,191.05 | -\$3,502.88 |
| Public Toilets Maintenance | \$159,308.00 | \$26,551.33 | \$20,296.36 | \$6,254.97 |

NB : Sportsground Maintenance excludes annual GHSC contribution payment

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2. WATER AND SEWER REPORT – AUGUST 2017

Capital Works Program:

- Pressure sewer main to service 2 Urana Rd Burrumbuttock - completed
- Sewer main extension to service 14 Croft St Holbrook - completed

Operation & Maintenance:

- Replace frost damaged meters – VWS
- Water service repairs – Culcairn
- Water service repairs – Jindera area
- New water services – Gerogery West
- Raising sewer manhole lids in Culcairn, Henty & Holbrook
- Manhole maintenance –Jindera
- Meter reading completed
- Sewer choke – Allan St Henty

Drinking Water Monitoring Program:

- 8 - Water samples for Microbial Water Analysis submitted in the month of August 2017 for Villages and Culcairn Water Supply have all complied with the Australian Drinking Water Guidelines.

Waste Water Sampling:

- Waste water samples taken for analysis in the month of August 2017 for Sewerage Schemes have all complied with EPA licence requirements.

Upcoming Month:

- Village Water Scheme, water main maintenance and new services
- Culcairn, water main maintenance
- Sterilise water main - Pomegranate Estate
- Relocate sewer point - Market St Walla Walla

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF AUGUST 2017

Attached, as **ANNEXURE 14** is the schedule of development applications processed for the month of August 2017.

2. SENIOR WEEDS OFFICER'S REPORT – AUGUST 2017

No report supplied this month.

3. RANGER'S REPORT – AUGUST 2017

COMPANION ANIMALS

| | | | |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| No. of Complaints Received 24 | | Including: 4 barking dogs, 16 roaming dogs, and dealing with 2 aggressive dogs. | |
| No. of dog attacks: 2 | | Location: Holbrook | A dog rushed out of a property and bit a person on the ankle. Dog euthanased at vet and infringement issued. |
| | | Holbrook | A dog jumped a fence and bit a child requiring stitches. Dog issued notice of intention to declare dangerous. Appeal received and downgraded to menacing dog order. Infringement issued. |
| Comments: | A Pit Bull Terrier was identified in Henty. Owner issued a notice of intention to declare a dog to be a restricted breed. Dog was declared and infringements issued for non-compliance. Dog removed from NSW by the owner. | | |
| | | Dogs | Cats |
| In Council's Facility at Beginning of Month | | | 1 |
| Captured & Returned to Owners | | 11 | |
| Captured & Impounded | | 5 | 2 |
| Released from Pound to Owners | | 2 | |
| Surrendered by Owners | | | |
| Rehomed | | 1 | |
| Euthanased | | | 3 |
| Remaining in Council's Facility at End of Month | | 2 | |

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RANGER'S REPORT [CONT'D]

FERAL CATS

| | |
|-------------------------------|---|
| No. of Complaints: | 2 |
| No. Feral Cats caught: | 1 |

LIVESTOCK

| | Cattle | Sheep | Mule | Goats | Other Camel |
|------------------------------------------|---------------|--------------|-------------|--------------|------------------------|
| No. of Reports of Stock on Roads | 4 | 8 | 1 | | 1 |
| Instances - Returned to owners | 4 | 7 | 1 | | 1 |
| Impounded | | | 1 | | |
| Vehicle accidents involving stock | | 1 | | | |

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

- Burrumbuttock – Three lambs hit by a car.

- Gerogery - Stock truck roll-over. Rangers assisted in securing sheep and assisted vets for animal welfare and reloading stock to be removed

ABANDONED VEHICLES

Nil.

POLLUTION AND ENVIRONMENTAL INCIDENTS

| | |
|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Inspection conducted: Overgrown Vegetation Unsafe Land | |
| Pollution: Noise | Holbrook, Jindera and Henty. Barking dogs - Owners spoken to and ongoing monitoring. Holbrook. Cool room motor – sound meter collected and a prevention notice issued |
| Pollution: Waste | Jindera – household and green waste, Council removed. Bungowannah – renovation materials, Council removed. |

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RANGER'S REPORT [CONT'D]

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

| Inspection Type | No. | Compliant | Work's required | Order Issued | Re-Inspection Required |
|----------------------------------------------|------------|------------------|------------------------|---------------------|-------------------------------|
| OSMS Compliance Inspections | 3 | 1 | 2 | 2 | |
| Pre-Purchase Inspections | 1 | 1 | | | |
| OSMS Orders Compliance Inspections | 3 | 3 | | | |
| Local Government Approval Inspections | | | | | |
| OSMS Approvals To Operate Issued | 7 | | | | |

OTHER WORKS CONDUCTED

- Companion Animal Registrations continuing to come in from the letters sent out and follow up.
- Menacing and dangerous dog compliance checks.
- Micro - chipping dogs and cats
- Assisting the RSPCA with welfare and excessive numbers of animals kept.
- RID online (Report Illegal Dumping online) updating with data entry.
- Noise monitoring.
- Woodcutting permit checks
- OSMS Policy and file compliance updating .

4. RESPONSE TO QUESTION ON NOTICE – EPA FUNDING OPPORTUNITIES WASTE LESS RECYCLE MORE INITIATIVE

Report by Director Environment and Planning – Colin Kane

REASON FOR REPORT

To respond to a question on notice from Councillor Schilg that consideration be given to Council applying for funding under the NSW Environmental Trust and Environmental Protection Authority Waste Less Recycle More Initiative.

DISCUSSION

At Council's June Ordinary meeting, Councillor Schilg indicated that opportunities existed for Council to access funding for recycling and waste initiatives under the NSW Environmental Trust and Environmental Protection Authority Waste Less Recycle More Initiative. Councillor Schilg requested that a review of this funding opportunity be undertaken.

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RESPONSE TO QUESTION ON NOTICE – EPA FUNDING OPPORTUNITIES WASTE LESS
RECYCLE MORE INITIATIVE [CONT'D]

To respond to this question the author has accessed the Waste Less Recycle More website and considered the various funding opportunities which are listed below:

- Organic Infrastructure Large and Small
- Problem Priority Waste
- Love Food Hate Waste
- Community recycling centres
- Landfill Consolidation
- Organics Collection
- Major Resource
- Shredder Flocculation Innovation
- Organics Infrastructure
- Resource Recovery Facility Expansion and Enhancement.

The author assessed each of these programs and unfortunately they either did not align with the recycling or waste activities of Council, were closed or had eligibility criteria that made Council ineligible.

The assessment by the author is valid at that point in time. The situation with available funding is subject to change and so it is necessary to continue to monitor what funding is available so that Council can maximise its waste and recycling initiatives through leveraging with grant funding.

It should be noted that Council has been successful in directly receiving funding under the NSW Environmental Trust and Environmental Protection Authority Waste Less Recycle More Initiative to convert Henty Landfill to a transfer station (\$117,488) and to undertake a home composting programme (\$10,000). Council has also received funding via its membership with REROC that allowed for the construction of the Community Recycling Centre and the mobile Community Recycling Centre.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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5. RESPONSE TO QUESTION ON NOTICE – END PROCESSING RECYCLING PRODUCT

Report by Director Environment and Planning - Colin Kane

REASON FOR REPORT

This report responds to a question on notice from Councillor Stewart seeking information on the end processing of recyclables collected within the Greater Hume Shire Council area.

DISCUSSION

At Council's August meeting Councillor Stewart asked a question on notice seeking information on the end processing of recyclables collected within the Greater Hume Shire Council.

To respond to this question the author contacted Cleanaway who is the contractor for Council's kerbside collection of refuse and recycling. Under the terms of the contract with Cleanaway the ownership of the collected recyclables passes from Council to Cleanaway. Currently Cleanaway's Albury operation is the contractor for a cluster of six councils including Greater Hume Shire Council. Due to Cleanaway currently constructing a new material recycling facility in Albury, all recycling is being sent comingled to an authorised material recycling facility in either Canberra or Melbourne.

The author was not able to ascertain where the separated materials went after they were taken to the authorised material recycling facilities.

The representative from Cleanaway advised that their new material recycling facility would shortly undertake the separation of the recycling. The destination of recycling would then be dependent on the market for the commodity. The representative however indicated that glass crushing would be undertaken either in Albury or Wagga Wagga and that uses for this material could include bedding for piping or aggregate replacement for road making.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

RECOMMENDATION

That Part B of the Agenda be received and noted.

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PART C – COMMITTEE AND DELEGATE REPORTS

Attached, in **ANNEXURE 15**, are minutes/notes of the following meeting:

- Minutes of the Greater Hume Risk – Work Health Safety Committee Meeting held on 8 August 2017
- Minutes of the Walla Walla 150th Anniversary Organising Committee Meeting held on 2 August 2017
- Minutes of the Walla Walla Community Development Committee Meeting held on 26 June 2017
- Minutes of the Henty Community Development Committee Meeting held on 26 August 2017

DELEGATES REPORTS

- Cr Doug Meyer, OAM

RECOMMENDATION

That Part C of the Agenda be received and noted.