



Greater Hume Shire

To: «Name»

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 15 APRIL 2015

NOTICE is hereby given that an Ordinary Meeting of the Greater Hume Shire Council will be held at 4.30pm at the Community Meeting Room, Library Complex, Library Court, Holbrook.

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 15 APRIL 2015

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 – 18 March 2015

6. ACTION REPORT FROM THE MINUTES

7. NOTICE OF MOTION

8. REPORTS FROM OFFICERS

PART A For Determination

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

ITEMS TO BE REFERRED TO CLOSED COUNCIL

PART B For Information

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

PART C For Information

9. MATTERS OF URGENCY

10. QUESTIONS ON NOTICE

11. CLOSED COUNCIL – CONFIDENTIAL SECTION

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NOTICE OF MOTION

1. **ESTABLISHMENT OF TOILET FACILITIES AT THE REST AREA FOR HEAVY VEHICLES, SOUTH OF WALBUNDRIE BRIDGE AT CORNER OF URANA, KYWONG-HOWLONG AND DAYSDALE ROADS**

MOVED Schilg/

That Council take account of a request by the Walbundrie community that the recognised parking area for heavy vehicles at the crossroads south of the Billabong Creek Bridge at Walbundrie be considered for upgrade, to better cater for increasing number of heavy vehicles and car travellers seeking toilet facilities at this location.

Note from Cr Schilg:

Private businesses in Walbundrie are unable to cope with increasing numbers of travellers seeking access to toilet facilities, particularly in the heavy haulage component of that traffic. Heavy vehicles are unable to access facilities at the Walbundrie Sportsground due to restricted access.

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OFFICERS' REPORTS – PART A – FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. LOCAL HERITAGE PLACES ESTABLISHMENT GRANTS (FORMERLY LOCAL HERITAGE FUND) 2014-2015

Report prepared by Council's Heritage Advisor - Robin Graham

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTION

Strategy 11.3 To leave visitors delighted with their visit.
Action 11.3.3 Improve the appearance of buildings and the facades of our building, particularly those that are of heritage value such as the museums.

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 the preservation of specialist trade skills.

No allocation has been identified in the 2014-2015 budget, and funds 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. Another application has been received to date as below:

No	Property and nature of works	Value of Works proposed	Grant Application Request	Recommended Grant
03-14-/15	Walbundrie Hotel Billabong Street Walbundrie Conservation works to hotel roofing (external repairs, new flashings and box gutter).	\$3,850.00	\$1,925.00	\$1,925.00
	TOTALS	\$3,850.00	\$1,925.00	\$1,925.00

BUDGET IMPLICATIONS

Nil. Works are funded from reserves.

LOCAL HERITAGE PLACES ESTABLISHMENT GRANTS (FORMERLY LOCAL HERITAGE FUND) 2014-2015 [CONT'D]

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CONCLUSION

Council's Heritage Advisor has assessed this application and has recommended that the grant be approved. The works associated with this application will assist with the overall maintenance of the building and prevent further damage to the interior to the building. 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 03-14/15 Walbundrie Hotel, Walbundrie and the associated recommended grant in the amount of \$1,925.00.

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GOVERNANCE

1. **FIT FOR THE FUTURE – NSW GOVERNMENT REFORM PROGRAM FOR LOCAL GOVERNMENT IN NSW**

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise of the current status of the preparation of Council's Fit For The Future submission and to approve a community engagement plan.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil.

DISCUSSION

The State Government's response to the document 'Revitalising Local Government in NSW' was the release of the Fit for the Future package on 10 September 2014 and included the following documents:-

- **Fit for The Future** – NSW Government Response to Independent Review Panel recommendations
- **Fit for the Future** – A Blueprint for the future of Local Government
- **Fit for the Future** – A roadmap for Stronger, Smarter, Councils
- **Fit for the Future** – Joint Organisations – A roadmap for intergovernmental collaboration in NSW.

Key directions included in the documents include:-

Incentives for mergers

- \$258m to help councils who have decided to merge to make the transition and provide services and facilities communities need.
Assistance available – merger of 2 councils/\$5m, merger of 3 councils \$11m, merger of 4 or more councils - \$13.5m
- \$13m to support local transition committees and ensure elected representatives are involved in the merger process.
- \$4m to help small councils (< 10,000 population) to develop innovative ways of working.
- Up to \$600m potential savings from cheaper finance for Fit for Future councils to invest in local infrastructure estimated (interest savings over a 10 year period).

Developing Council's position

Council held an initial workshop on 15 September 2014 to discuss Council's initial response. Following the Workshop a media release was issued on 18 September 2014 stating that Council was steadfast that Greater Hume ratepayers and the communities they support were best served by being part of a rural based Council.

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FIT FOR THE FUTURE [CONT'D]

Council also recognised that 'no change' to the way local government operates in NSW is not an option.

Since that time Council has had discussions with all neighbouring councils (with the exception of Wagga Wagga) about opportunities for reform along with Council workshops held on 3 December 2014 and 4 and 25 March 2015.

These workshops have enabled Council to further consider its position and has led to the following determinations.

1. To apply for inclusion and be approved to participate in the Riverina Joint Organisation which has been chosen as a pilot. The Riverina Joint Organisation primarily consists of Councils in the Riverina Eastern Regional Organisation of Councils (REROC) region of which Greater Hume (through Holbrook and Culcairn Councils) has been a member for 20 years.

The final report of the NSW Independent Local Government Review Panel "Revitalising Local Government in NSW" proposed that Greater Hume form a Joint Organisation with Albury, Corowa and Urana Councils known as the Upper Murray Joint Organisation. Council remains of the view that a Joint Organisation with just four councils is too small for participating councils to retain a reasonable level of autonomy. Like Greater Hume, Urana Shire has also been included in the Pilot Riverina Joint Organisation.

Further Council is firmly of the view that Greater Hume has derived enormous benefits by being a member of REROC through participation in a large number of resource sharing activities.

As the State Government has made it clear that membership of Joint Organisations will be mandatory, it is likely that one or two Joint Organisations will be created from RAMROC Councils and it is possible that a Joint Organisation will be formed of Councils along the Murray River.

Council considers it has little in common with councils along the Murray and further to the west. However, mechanisms to maintain dialogue with neighbouring Albury City and Corowa Shire Council will need to be established. With this outcome in mind Greater Hume Shire should participate in discussions regarding the establishment of Joint Organisation (or organisations) in the RAMROC region.

2. Following discussions with neighbouring councils, Greater Hume has refined its position by committing to making a case of Greater Hume to remain as it is currently constituted.

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FIT FOR THE FUTURE [CONT'D]

It is now well documented that the 2004 amalgamation process was very poorly implemented by the State Government. Despite the challenges of the previous amalgamation, Greater Hume is making progress and since its inception in 2004 has responded to a number of challenges and completed a large number of major civil construction projects including:

Since the formation of Greater Hume Shire Council in May 2004 the completion of a number of major civil construction projects (**greater than \$1 million**) including:-

- ✓ Replacement of a bridge across the Billabong Creek - \$4 million – *Funded through Roads and Maritime Services as part of the Hume Highway duplication works.*
- ✓ Widening and reconstruction of Coppabella Road (a log haulage road) - \$3.5 million - *Funding from Local and State Government and 5 industry partners.*
- ✓ Completion of 6km of a regional road - \$1.5 million – *Roads and Maritime Services Road Toll Program.*
- ✓ 10 bed extension of the Jindera Residential Aged Care Hostel - \$1.5 million – *Funded by The Australian Government's Department of Health and Ageing.*
- ✓ As part of the Hume Highway Bypass project and on behalf of the NSW Roads and Maritime Services the realignment of Wagga Road and Albury Street intersection - \$1.1 million – *Funded by Roads and Maritime Services – Part of the Hume Highway Bypass of Holbrook.*
- ✓ Holbrook Streetscape upgrade - \$2 million (80%complete) – *Funded by Roads and Maritime Services as a mitigation measure of the Hume Highway Bypass of Holbrook.*
- ✓ Streetscape upgrades in Culcairn, Henty, Jindera and Walla Walla - \$1 million.
- ✓ RMCC maintenance and ordered works totalling \$17 million over the last nine years rising to \$3.6 million in 2012/2013 and \$2.9 million in 2013/2014 financial years – *Funded by Roads and Maritime Services.*
- ✓ Expenditure of natural disaster funding following the 2010 and 2012 floods - \$9.2 million - *Funded by the Australian and New South Wales Government's Natural Disaster Relief and Recovery Programs.*
- ✓ Completion of the Kala Court Units in Holbrook - \$ 1 million – *Self funding.*
- ✓ Rangeview Rural Residential Estate at Jindera - \$1.5 million – *Self funding.*
- ✓ Holbrook Industrial Estate - \$1 million – *From revenue.*

In addition the following projects are also about to commence:-

- ✓ Reconstruction of Young Street, Holbrook - \$1.635m - *\$1.1 m funded by Roads and Maritime Services as compensation for road damage during the construction of the Hume Highway Bypass of Holbrook.*
- ✓ Reconstruction of 10.5km of Alma Park Road – \$1.5m – *Funded through a loan borrowing with an interest rate subsidy provided under the State Government's Local Infrastructure Renewal Scheme.*
- ✓ Reconstruction of 2.4km of Jingellic Road - \$3.5m – *Funded by the Australian Government's Heavy Vehicle Safety and Productivity Program (\$1.75m) and the State Government's Fixing Country Roads Program (0.75m) with balance by Council.*

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FIT FOR THE FUTURE [CONT'D]

Developing Council's submission

The key planks of Council's submission for Greater Hume to remain as it is currently constituted are:

1. The application to the Independent Pricing and Regulatory Tribunal (IPART) for a Special Rate Variation, retained permanently in Council's rate base, of 7.21% for the 2015/2016 financial year, 7.46% for the 2016/2017 financial year and 7.15% for the 2017/2018 financial year, as permitted under Section 508(A) of the *Local Government Act 1993*;
2. Whilst Council has been consistently reviewing the mix of services and service delivery it is clear that it is an expectation of the State Governments of all NSW Councils will commence a program of rigorous service reviews. These service reviews will include: what services will be provided, levels of service and service delivery methods.

The introduction of a rigorous service review program provides a once in a generation opportunity for Council to critically examine how it is doing business with the aim of introducing changes to ensure its long term sustainability.

It is proposed that Council's submission will be presented to the May meeting of Council for endorsement for public exhibition and comment.

Community Engagement

Whilst Council will be preparing a submission to make the case for Greater Hume Shire Council remaining as it is currently constituted, it is important that a comprehensive community engagement strategy be implemented to allow ratepayers to advise whether Council is on the right track.

A three stage Community Engagement Strategy has been developed as detailed below:

Stage 1: Information dissemination (1 April 2015 -20 May 2015)

Stage 2: Feedback on Draft Proposal (21 May 2015 to 10 June 2015)

Stage 3: Ongoing Feedback (24 June 2015 onwards)

A copy of the Community Engagement Strategy is included as **ANNEXURE 1** for councillors' information.

BUDGET IMPLICATIONS

In addition to allocations previously made by Council to review Council's asset management procedures a further \$6,000 will be required to produce, print and distribute an information brochure as addressed mail.

CONCLUSION

Local Government in NSW has not been subject to such a rigorous review for many decades and therefore it is imperative that the best possible submission be prepared and placed on exhibition inviting public comment prior to its finalisation and submission before 30 June 2015.

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FIT FOR THE FUTURE [CONT'D]

RECOMMENDATION

That:

1. Council approve an allocation of \$6,000 to produce, print and distribute an information brochure as addressed mail and
2. Council endorse the Community Engagement Strategy as detailed in **ANNEXURE 1**.
3. the Mayor and General Manager be authorised to participate in discussions with RAMROC Councils regarding the establishment of Joint Organisations within that region.

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2. BUY LOCAL IN GREATER HUME SHIRE INITIATIVE

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

REASON FOR REPORT

For Council to receive a report regarding the **Buy Local in Greater Hume Shire** initiative.

REFERENCE TO DELIVERY PLAN ACTION

- Strategy 3.1 To improve quality of life and sustain our populations.
Strategy 3.3 To create employment opportunities
Strategy 4.1 To maintain a sense of community (and involve people)
Action 4.1.3 Improve communication and connection throughout the shire
Strategy 7.1 Continue to enhance our identity and cohesion
Action 7.1.2 Develop a public campaign which highlights that Council is 'working' for the shire as a whole.

DISCUSSION

At the February 2015 meeting of Council's Economic Development Committee, a concept paper was presented regarding a **Buy Local In Greater Hume Shire** initiative. A copy of the concept paper is **ENCLOSED SEPARATELY** for councillors' information.

At that meeting, the Economic Development Committee moved and accepted a motion, as reproduced below:

MOTION: [H Wilton/J O'Neill]

That:

- 1. The Greater Hume Economic Development Committee endorse the Buy Local Initiative Concept Paper presented to the meeting*
- 2. Staff proceed with the initial concept generation phase by writing to all businesses in the shire seeking interest and support in principle for the initiative*
- 3. Subject to satisfactory response received from businesses in the shire, that the Committee authorises the expenditure of \$5,000 from the existing Economic Development Initiatives budget to be allocated to the initiative for Stage 1 components ie brand/logo development, breakfast launch and promotional collaterals.*
- 4. Further that the Committee recommends that \$10,000 be allocated to the initiative from the 2015/2016 financial budget.*

Key points of the Buy Local in Greater Hume Shire initiative:

- Council is able to demonstrate a sense of leadership across the shire by taking the lead to develop the initiative and manage the elements of the program.
- Council's primary aim is to raise awareness in the community about the importance of shopping locally and positively influence buying behaviour to increase shopping at our local shops and businesses, and to encourage an increase in local business to business transactions as well.
- Council will aim to effectively communicate its own procurement policy to buy local where a competitive offering is available.

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BUY LOCAL IN GREATER HUME SHIRE INITIATIVE [CONT'D]

- Eligible businesses are those businesses that are based in Greater Hume Shire including retail, services, professional, business to business enterprises, transport, industrial or other. The view taken was if *you operate a business in our shire you are eligible to participate.*

Subsequently, during early March the initiative moved into the pre-concept generation phase whereby all businesses in the shire (as listed in the existing business database compiled by the writer) received correspondence regarding the initiative.

Council officers recognise that it is vital that the business community gets on board with the initiative, as Council can be the driver, but without the participation of businesses the initiative will not succeed.

A copy of the letter and response form is attached in **ANNEXURE 2**, which outlined the benefits of buying locally, outcomes of the initiative, key points for consideration, and seeking a written response from each business to indicate whether the initiative was important to their business, and if so what level of support those businesses would participate.

The initial letter was supported by a media release issued to all media and a reminder email to the business database which resulted in three editorial articles running in local newsletters and the Eastern Riverina Chronicle. Support in principle has also been received from Regional Development Australia.

At the time of compilation of this report, a total of 64 businesses have indicated in writing support for the initiative (and of which only 3 indicated no interest in the proposal) and nine business owners have nominated for the working committee.

As the initiative has been designed to support and benefit all businesses operating in the shire, it is most pleasing to advise that responses committing to the program demonstrate the diversity of business offerings available shire wide.

To this end, strong response has been received from the retail sector in all towns in the shire; but moreover, response has been forthcoming from many other sectors including agricultural contractors and agro suppliers, accommodation providers, specialist animal services and breeding services, web design services, tourism, food and wine producers, automotive and trade services, schools and stud breeders.

Council's Economic Development Team comprising General Manager and the writer regard that there is significant interest within the business community and therefore recommend Council's endorsement of the initiative, as proposed by the Economic Development Committee's motion provided earlier in this report.

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BUY LOCAL IN GREATER HUME SHIRE INITIATIVE [CONT'D]

From this point, subject to Council's endorsement of the initiative, the following is proposed:

- Stage 1 (May to August 2015) includes the setting up of a working committee, development of the 'buy local' brand/logo, launch event at breakfasts held across the shire, production of 'buy local' decals (stickers) for use on shop doors, vehicles, etc., posters, signage in each of the five towns, development of website page on Council's website and facebook page and issue media releases. Plus create a network of community ambassadors to help sell the buy local message. Articles included in Council's Winter and Spring issues of the Community Newsletter posted to 4,000 residents in the shire.
- Council will communicate its procurement policy to Council staff through briefings, with decal stickers to be placed on all Council owned light vehicles.
- Council's Economic Development Committee has committed \$5,000 towards Stage 1 costs to 30 June 2015, to be funded from the current budget.
- With sufficient interest and momentum, the Economic Development Committee has endorsed a further \$10,000 be committed to the program across the period 2015/2016.
- Stage 2 (September to December 2015) involves a shopper incentive program to be funded by participating businesses. The incentive program will be linked to purchases at stores or businesses – the reward will be a monthly prize draw of Buy Local Dollars to be spent back in one or more of the participating businesses. Council will write back to interested businesses about the Stage 2 initiative later once the program is up and running.
- Review – during January/February 2016 review the effectiveness of the initiative, survey participants and report back to Council in February/March 2016.

BUDGET IMPLICATION

The budgetary allocation of \$5,000 for Stage 1 elements is allocated in the existing 2014/2015 budget for Economic Development Initiatives, so no direct impact to the current budget.

Council will need to determine its overall support for initiative, and consider the Committee's recommendation that \$10,000 be allocated to the initiative from the 2015/2016 financial budget.

CONCLUSION

As lead agent of the Buy Local In Greater Hume Shire initiative, Council demonstrates direct support for the importance of the business and retail sectors and the contribution they make to the economic vitality of our shire through the multiplier effect, creating jobs and employment opportunities.

The Buy Local In Greater Hume Shire initiative is an ideal mechanism to position Greater Hume Shire Council as working for the whole of the shire and the business community and supports Delivery Program Strategy 7.1 *to continue to enhance our identity and cohesion*.

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BUY LOCAL IN GREATER HUME SHIRE INITIATIVE [CONT'D]

This is particularly relevant as Council prepares its Fit for the Future submission and sell its case to remain steadfast in its view that Greater Hume ratepayers and the communities they support are best served by retaining our existing boundaries.

RECOMMENDATION

That:

1. Council endorse the Buy Local in Greater Hume Shire Initiative.
2. Council endorses the recommendation of the Economic Development Committee to authorise the expenditure of \$5,000 from the existing Economic Development Initiatives budget to be allocated to the initiative for Stage 1 components *ie* brand/logo development, breakfast launch and promotional collaterals.
3. Council confirms a further \$10,000 be allocated to the initiative from the 2015/2016 financial budget.

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CORPORATE AND COMMUNITY SERVICES

1. LEASE – LOTS 192 & 205 DP 753342, CORNER OF GLENELLEN ROAD AND ORTLIPP ROAD, GLENELLEN (FORMER GLENELLEN SCHOOL SITE)

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To advise Councillors of the number of Expressions of Interest received for the leasing of Lots 192 & 205 DP 753342 which was advertised in the Border Mail on Saturday, 7 March 2015 and Saturday, 14 March 2015, closing on Thursday, 26 March 2015.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

The following Expressions of Interest have been received excluding GST.

TENDERER	AMOUNT
Susan Murray	\$200 per annum

Ms Murray has been the lessee of the property over the last 6 years.

In the submission Ms Murray has agreed to the lease for a period of 2 years commencing 1 May 2015, but requests that an option to renew for a further two year period be included in the Terms and Conditions of the new lease, if her submission is accepted.

The inclusion of an "option to renew" for a further two year term was included in the previous lease with Ms Murray and has advantages to both parties.

BUDGET IMPLICATION

Nil.

CONCLUSION

Given that only one EOI submitted by Susan Murray was received, it is recommended that it be accepted.

RECOMMENDATION

That Council accept the Tender from Susan Murray in the amount of \$200 (ex GST) to lease Lots 192 & 205 DP 753342, corner Glenellen Road and Ortlipp Road, Glenellen for a period of two years with an option to renew for a further two year term, commencing 1 May 2015.

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**2. LEASE OF LAND PART LOT 6 SECTION 8 DP 3021829, WALBUNDRIE –
TELSTRA CORPORATION LIMITED**

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

The purpose of this report is in response to a request that a further report be presented to clarify terms and conditions of the proposed lease renewal for Part Lot 6 Section 8 DP759034 Billabong Street, Walbundrie to Telstra Corporation Limited.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

A report was presented to the March 2015 Council Meeting in relation to the proposed lease renewal for Part Lot 6 Section 8 DP759034 Billabong Street, Walbundrie to Telstra Corporation Limited. During consideration of this matter, Councillors requested that a further report be provided clarifying why the annual lease payments were somewhat lower than expected.

After further discussions with Telstra Corporation Limited, a nominal increase in the annual rental has been considered and a final offer in the amount of \$181.44 plus GST per annum with a 3% annual rental increase has been proposed by Telstra.

The term of the lease, including the option to renew, totals a term of 20 years. The initial term being for a period of five years, and a further three, consecutive five year periods.

Additionally, Telstra has advised that:

- The Telstra facility located at this premises is a small automated exchange (SCAX).
- This facility controls all of the "land line" telecommunications within the district.
- This facility has been present at this location for 20 years, and occupies a small area of approximately 87.6 square metres. (12m x 7.3m).
- As part of the fixed line network, most of these facilities were installed under a Land Access and Activity Notice (LAAN), utilising the statutory provisions of the Telecommunications Act.
- Telstra has elected to enter into lease/licence arrangements with land owners to provide clarity to all parties relating to the longer term management issues.
- The fixed line telecommunications network is vital infrastructure and provide essential emergency service communications to the community.
- The rental income detailed in many SCAX facility leases is symbolic only - \$1 on demand – due to the necessity/mutual benefit of the facility.

BUDGET IMPLICATION

Immaterial to Council's budget.

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LEASE OF LAND PART LOT 6 SECTION 8 DP 3021829, WALBUNDRIE – TELSTRA CORPORATION LIMITED [CONT'D]

CONCLUSION

The proposed lease will ensure ongoing capacity to provide adequate levels of future communications service. The lease will also define the conditions of tenure and the roles and responsibilities of both Council and the tenant.

RECOMMENDATION

That the report be received and noted

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
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3. REQUESTS TO AMEND NON RESIDENTIAL SEWER CHARGES AND LIQUID TRADE WASTE CHARGES

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present requests from the Culcairn Bowling Club and the Holbrook Returned Servicemen's Club to amend Non Residential Sewer Charges and Liquid Trade Waste Charges levied during the period October to December 2014.

REFERENCE TO DELIVERY PLAN ACTION

Not applicable.

DISCUSSION

Council has received correspondence from the Culcairn Bowling Club and the Holbrook Returned Servicemen's Club requesting that Non Residential Sewer Charges and Liquid Trade Waste Charges levied during the period October to December 2014 be amended.

As Councillors would be aware, Non Residential Sewer Charges and Liquid Trade Waste Charges are determined by the amount of water consumed by a non residential property during the relevant billing period. That being the case, any irregularities in respect of water consumption will impact on the sewer and trade waste charges applied during a billing period. The Culcairn Bowling Club and the Holbrook Returned Servicemen's Club have presented claims that would appear to substantiate that a one-off irregularity in respect of water consumption for the October – December 2014 billing period has occurred.

Details of each claim are as follows:

Holbrook Returned Servicemen's Club

The Holbrook Returned Servicemen's Club have advised that when one of the water meters supplying their property was being read by Riverina Water it became apparent that there was a major water leak in the supply line between the water meter and the club building. Subsequent investigations discovered a damaged water pipe under the club building. Given the location of the damage, there was no evidence of the leak and management of the club were completely unaware of the problem until such time as the water meter reading took place. The club has confirmed that the leak has been repaired and all old water pipes are in the process of being replaced.

The following table summarises water usage and resulting Non Residential Sewer Charges and Liquid Trade Waste Charges for the club from October 2013 to December 2014.

Billing Period	Water Consumption (kls)	Non Residential Sewer Charges	Liquid Trade Waste Charges
Oct 2013 – Dec 2013	580	\$661.20	\$278.40
Jan 2014 – Mar 2014	637	\$726.18	\$305.76
Apr 2014 – Jul 2014	504	\$632.02	\$241.92
Jul 2014 – Sep 2014	1,123	\$1,408.24	\$539.04
Oct 2014 – Dec 2014	3,877	\$4,861.76	\$1,860.96

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

Based on the above consumption figures, it would appear that the leak commenced some time during the July – September 2014 billing period and that the total consumption of 3,877kls for the period October 2014 to December 2014 is totally inconsistent with the consumption of 580kls for the corresponding period in 2013.

Based on an average water consumption of 574kls per quarter for the period October 2013 to July 2014, the applicable Non Residential Sewer Charges and Liquid Trade Waste Charges would equate to \$719.80 and \$275.52 respectively. Given that the extremely high water consumption over the two quarters July to September 2014 and October to December 2014 is likely due to the undetected water leak, it is recommended that the Non Residential Sewer Charges and Liquid Trade Waste Charges applied during these billing periods be based on the average water consumption of 574kls as referred to above.

Culcairn Bowling Club

The Culcairn Bowling Club has advised that their property is serviced by two separately metered water connections. One connection, meter number 11590199, services the club building and water consumption figures for this meter are used by Council to calculate the applicable Non Residential Sewer Charges and Liquid Trade Waste Charges. The second water connection, meter number 13070021, is used for outside watering of the bowling greens and garden areas only and as such is not taken into account for sewer and trade waste charges.

The club have advised that in October 2014 a fault occurred with the water connection supplied through meter number 13070021 and as such all water usage was diverted through meter number 11590199. That being the case, all water consumed at the club, including water used outside of the club building, has been taken into account when calculating Non Residential Sewer Charges and Liquid Trade Waste Charges for the period October to December 2014.

The following table summarises water usage and resulting Non Residential Sewer Charges and Liquid Trade Waste Charges for the club from January 2014 to December 2014.

Billing Period	Water Consumption (kls)	Non Residential Sewer Charges	Liquid Trade Waste Charges
Jan 2014 – Mar 2014	107	\$121.98	\$144.45
Apr 2014 – Jul 2014	241	\$302.21	\$650.70
Jul 2014 – Sep 2014	234	\$293.44	\$631.80
Oct 2014 – Dec 2014	833	\$1,044.58	\$2,249.10

Based on the average water consumption of 194kls per quarter for the period January 2014 to September 2014, the applicable Non Residential Sewer Charges and Liquid Trade Waste Charges would equate to \$243.28 and \$523.80 respectively. Given that the higher than average water consumption over the quarter October to December 2014 is likely due to the fault with the water connection supplying the bowling greens and gardens at the club, it is recommended that the Non Residential Sewer Charges and Liquid Trade Waste Charges applied during these billing periods be based on the average water consumption of 194kls as referred to above.

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

BUDGET IMPLICATIONS

The amendments to Non Residential Sewer Charges and Liquid Trade Waste Charges referred to in this report would result in a reduction in charges of \$6,679.36 for the Holbrook Returned Servicemen's Club and \$2,526.60 for the Culcairn Bowling Club.

CONCLUSION

The Non Residential Sewer Charges and Liquid Trade Waste Charges levied against the Holbrook Returned Servicemen's Club and Culcairn Bowling Club have been impacted by abnormally high water consumption figures due to faults in water connections supplying both clubs. That being the case, it is recommended that the Non Residential Sewer Charges and Liquid Trade Waste Charges applied to both clubs be based on the average water consumption for each premises over the preceding three billing periods.

RECOMMENDATION.

That:

1. Non Residential Sewer Charges and Liquid Trade Waste Charges applicable to the Holbrook Returned Servicemen's Club for the periods July to September 2014 and October to December 2014 be adjusted to \$719.80 and \$275.52 per quarter respectively
2. Non Residential Sewer Charges and Liquid Trade Waste Charges applicable to the Culcairn Bowling Club for the period October to December 2014 be adjusted to \$243.28 and \$523.80 respectively

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ENGINEERING

1. NAMING OF THE PRIVATE ROAD WEST OF THE SOUTHERN FREEWAY INTERCHANGE AT HOLBROOK

Report prepared by Manager Assets – Andrew Vonarx

REASON FOR REPORT

To advise Council of the naming of the private road south of Holbrook being the extension of Albury Street on the west side of the freeway as "Tindal Road". Refer to **ANNEXURE 3** for location map.

REFERENCE TO DELIVERY PLAN ACTION

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

Action 5.2.5 Ensure all urban roads within all communities are sealed or where unsealed are maintained in accordance with a system of programmed maintenance.

DISCUSSION

As part of the construction of the Holbrook bypass, access to the properties owned by W R Tindal and P & L Geddes was created from the top of southern Holbrook freeway interchange. This private road is to be named to avoid confusion for drivers that may mistake this road as a public road.

On the construction plans developed by the RMS the name Tindal Road was proposed. As this is a private road the landowners can determine the name.

Mr Tindal explained that the name Coolarn (discussed at the Council Meeting in November) was the name of the property accessed from Mountain Creek Road and as such was not appropriate for this location. Mr Tindal has sent a letter (see **ANNEXURE 3**) requesting the name "Tindal Road". Management has contacted Mrs Geddes who has agreed to accept the name Tindal Road.

The New South Wales Naming Policy states private roads shall be named and as Council is the road naming authority within its local government area, Council is tasked with submitting this road name to the LPI for gazettal.

BUDGET IMPLICATION

Nil; - as the cost of supplying signage will be addressed by the RMS.

CONCLUSION

Naming of this road will allow RMS to finalise signage at the interchange and will reduce confusion and improve location of properties for emergency services and service authorities.

RECOMMENDATION

That Council note the name "Tindal Road" for the private road west off the Southern Freeway Interchange at Holbrook.

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2. NAMING OF THE ROAD NEAR THE NORTHERN FREEWAY INTERCHANGE AT HOLBROOK AS FORREST COURT

Report prepared by Manager Assets – Andrew Vonarx

REASON FOR REPORT

To adopt the name for the road near the northern interchange as Forrest Court

REFERENCE TO DELIVERY PLAN ACTION

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

Action 5.2.5 Ensure all urban roads within all communities are sealed or where unsealed are maintained in accordance with a system of programmed maintenance.

DISCUSSION

Council at its November meeting resolved:

"Unnamed road near northern interchange – name this road as Forrest Court"

As required by Roads Regulation 2008 the name has been advertised for a minimum of two weeks with no objections being received. As no objections have been raised adoption of the name is recommended.

See **ANNEXURE 4** for map showing location of road.

BUDGET IMPLICATION

Minor cost for the installation of standard signage at the intersection with Albury Street. This can be met from Council's existing roads budget.

CONCLUSION

Naming of this road will remove confusion and improve location of properties for emergency services and service authorities.

RECOMMENDATION

That council adopt the name "Forrest Court" for the road from Albury Street to its end.

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3. RENAMING OF OLD HUME HIGHWAY NORTH OF HOLBROOK

Report prepared by Manager Assets – Andrew Vonarx

REASON FOR REPORT

To propose another name for the old Hume Highway north of Albury Street to its northern end.

REFERENCE TO DELIVERY PLAN ACTION

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

Action 5.2.5 Ensure all urban roads within all communities are sealed or where unsealed are maintained in accordance with a system of programmed maintenance.

DISCUSSION

Council at its November meeting resolved:

“That Council endorse the proposal to commence the renaming of the northern section of Albury Street/Old Hume Highway – name the road as Light Horse Drive from Albury Street to its northern end”.

Council then at its February meeting resolved:

“That Council seeks to name the old Hume Highway Holbrook from Albury Street to its northern end as Old Sydney Road or Sydney Road”.

Refer to location map of road **ANNEXURE 5**.

Since the Council meeting, staff have written to the Geographical Names Board of New South Wales to determine if Sydney Road or Old Sydney Road can be used as a road name. A reply was received indicating that “Old Sydney Road” cannot be used but stating that “Sydney Road” could be. See **ANNEXURE 5**.

It must be noted that there are concerns the use of “Sydney Road” may cause some confusion to people who will drive down the road assuming that they can access the freeway and travel to Sydney along that road. If adopted, signage would have to be appropriately erected to assure there is no confusion.

The road name if endorsed will be advertised for a minimum of two weeks and then brought back to council to consider any comments received prior to adopting the name.

BUDGET IMPLICATION

Minor cost for the installation of standard signage at the intersections with Albury Street and also at Racecourse Road. This can be met from Council's existing roads budget.

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RENAMING OF OLD HUME HIGHWAY NORTH OF HOLBROOK [CONT'D]

CONCLUSION

Renaming of this section will improve location of properties for emergency services and service authorities on that road.

RECOMMENDATION

That Council advertise the proposal to rename the old Hume Highway north of Albury St to its northern end as Sydney Road.

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ITEM TO BE REFERRED TO CLOSED COUNCIL

1. OFFER TO PURCHASE LOT 11 DP 1185262, HOLBROOK INDUSTRIAL PARK

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider an offer of \$53,000 (excl. GST) for Lot 11 DP 1185262 at the Holbrook Industrial Park. Currently the list price for Lot 11 is \$58,000 (exc. GST).

To date three of the ten lots within the Industrial Park have been sold since its completion in mid 2013. Given that sales of industrial land in the region are slow, Council should carefully consider the offer made. A map outlining the three sold lots and the Lot 11 has been included as **ANNEXURE 6** for councillors' information.

Based on the construction costs of the Holbrook Industrial Park, there is some capacity for negotiation with potential purchasers.

Development of the site is proposed however at this point, to protect the developers commercial interests this discussion should be undertaken in Closed Council.

BUDGET IMPLICATIONS

The sale will have a positive impact on Council's budget.

CONCLUSION

To protect the commercial interests of the Developer it is recommended that the discussions be referred to Closed Council in accordance with section 10 A (2) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

RECOMMENDATION

That the offer to purchase Lot 11 DP 1185262, Enterprise Drive, Holbrook be referred to Closed Council in accordance with section 10 A (2) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

REASON

On balance the need to preserve the confidentiality of the proposed development for Lot 11 DP 1185262, Enterprise Drive, Holbrook outweighs the public interest in maintaining openness and transparency in Council decision making because the disclosure of this information at this stage could compromise the commercial position of the Developer.

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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 12/2015. 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 10 to 13/2015. Copies of LGNSW 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 7** 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 MARCH 2015

Attached, in **ANNEXURE 8** are the statements of bank balances and investment report as at 31 March 2015.

3. HUMAN RESOURCES REPORT FOR MARCH 2015

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTION

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

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HUMAN RESOURCES REPORT FOR MARCH 2015 [CONT'D]

DISCUSSION

The following staff commenced duties with Greater Hume Shire Council in March 2015.

Andrea Simmons	Relief Library Assistant
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The following staff ceased duties with Greater Hume during March 2015

Tamryn Hughes	Casual Customer Service Officer
Various	Seasonal Pool Staff

Our thoughts are with the family of Anthony Burns (Burnsie) who sadly passed away on 27 March 2015. Burnsie held a number of roles with Council over his 23 year career and will be sadly missed by all.

BUDGET IMPLICATION

Nil.

CONCLUSION

For councillors' information.

ENGINEERING

1. REPORT OF WORKS – MARCH 2015

Grants Program

State Roads Maintenance (RMCC):

Maintenance works on state roads under the RMCC with the Roads and Maritime Services is continuing.

Regional Roads Block Grant:

Road rehabilitation works on Urana St between Adam St and Four Mile Creek, Jindera is complete except for linemaking. It is anticipated that final linemarking will be undertaken early April.

Local Roads

Sealed:

One kilometre road widening and rehabilitation on Westby Rd, three kilometres west of Hume Freeway including the widening of some additional curves along this road has been completed.

Roadside clearing and culvert extension and replacement on Alma Park Rd has commenced as part of Alma Park Rd widening project.

Shoulder widening has been completed on Four Mile Ln on sections of the curves and crests.

Roadside slashing has been undertaken on some roads within the shire.

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REPORT OF WORKS [CONT'D]

Pavement maintenance on local roads is ongoing.

Unsealed:

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

Back Brocklesby Rd	Jelbart Rd
Balldale Wlabundrie Rd	Kenya Rd
Beach Rd West	Lemke Rd
Beatrice Rd	Nation Rd
Bethel Rd	Reid Rd
Brocklesby Goombargana Rd	River Rd
Cedardale Rd	Rock Rd
Coach Rd	Schoff Rd
Cook Rd	Stony Park Rd
Fielder Moll Rd	Whyte Rd
Hamdorf Rd	Wongadel Rd

Urban Streets:

Kerb and gutter maintenance has been undertaken in Commercial St, Walla Walla.

A dish drain has been constructed at the end of Fox St, Henty to alleviate drainage issues.

General:

A retaining wall has been constructed at Holbrook Sewerage Treatment Works in conjunction with the new screening process.

General maintenance of parks, gardens and public toilets throughout the shire is ongoing.

Monthly Works Maintenance Expenditure:

To be distributed at the meeting.

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2. WATER AND SEWER REPORT – MARCH 2015

Capital Works Program:

- Tenders for new bore.
- Sewer main relining completed at Henty.
- Gear box at Culcairn STW overhauled and repaired.

New Water Services:

- 3 new water services connected at Jindera.

Operation & Maintenance:

- 1 service repair carried out at Culcairn.
- 14 service repairs carried out in Jindera.
- 4 water main repairs carried out at in the Jindera area.
- 1 service repair carried out at Culcairn.
- Water main flushing conducted at Jindera (around Dight & Creek St)
- 1 sewer choke cleared at Jindera.
- Started tree removal from above the water main along the Jindera-Walla Rd
- Meter reading completed.

Drinking Water Monitoring Program:

- 8 water samples for Microbial Water Analysis submitted in the month of January 2015 for Villages and Culcairn Water Supply have all complied with the Australian Drinking Water Guidelines.

Upcoming Month:

- Ongoing fire hydrant repairs being conducted throughout the Culcairn water mains reticulation.
- Village water scheme, water main maintenance.
- Ongoing water meter replacements Culcairn.
- Tree removal (Murray Pine suckers 2m high) on water main along Burrumbuttock Brocklesby Rd between Cook Rd and Brocklesby village.
- Ongoing tree removal from above the water main along the Jindera-Walla Rd
- Jindera Gap reservoir inspections to be carried out by Aqua lift professional divers.
- Sewer main relining to be carried in Holbrook.

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ENVIRONMENT AND PLANNING

1. **DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF MARCH 2015**

Attached, as **ANNEXURE 9**, is the schedule of development applications processed for the month of March 2015.

2. **SENIOR WEEDS OFFICER'S REPORT – MARCH 2015**

Blackberry spraying has continued in the Carabost area, including Humula and Downfall Roads.

The follow up spraying for Silverleaf Nightshade (*Solanum elaeagnifolium*) and Prairie Ground Cherry (*Physalis viscosa*) on road reserves has been completed.

Re-inspections for Blackberry and Sweet Briar have continued to be carried out around the shire. One property in the Billabong area has contracted the shire to carry out the spraying operations as he is an absentee owner and does not have suitable spray equipment.

Further inspections for Silverleaf Nightshade and Prairie Ground Cherry have also been completed and notices posted to landholders.

The dry months have resulted in a reduction in the amount of Green Cestrum germinating along the Billabong creek from Walbundrie to Rand.

The 1520 Weed Action Plan for Greater Hume Shire has been completed and is in the hands of the Riverina Project Officer to be compiled into the Riverina Weed Action Plan. This plan will then be submitted to the Department of Agriculture as part of the regions grant request.

Elm Leaf Beetle at the air park and the Holbrook sports ground have been treated.

Council and the Murray Local Land Services have carried out a joint rabbit control program adjacent to Halford Drive and in and around the Holbrook Cemetery. Several warrens were treated by a contractor at the same time. Indications are that the program has been successful. Poisons used were Pindone baiting and Larvicide.

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3. RANGER'S REPORT – MARCH 2015

COMPANION ANIMALS

No. of Complaints Received		Including 6 barking dogs and 19 roaming dogs. Dealing with 3 excessive number of animals kept, 11 Infringements issued and dangerous dog orders.	
No. of dog attacks: 2		Location: Jindera Culcairn	2 dogs entered a school and killed a number of chickens. Menacing dog orders and penalty infringements issued. Unconfirmed dog attack 1 injured sheep had pulled wool. 5 sheep were dead about for an estimated 3 days and were in a state of decomposition. One dog was caught on camera eating at a dead carcass.
Comments:	Jindera - 1 aggressive dog at large seized by Rangers and menacing order issued. Owner didn't collect dog. Infringements issued.		
		Dogs	Cats
In Council's Facility at Beginning of Month		1	
Captured & Returned to Owners		8	
Captured & Impounded		12	3
Released from Pound to Owners		9	2
Surrendered by Owners		1	
Rehomed		2	
Euthanased		2	1
Remaining in Council's Facility at End of Month		1	

FERAL CATS

No. of Complaints:	9
No. Feral Cats caught:	7

LIVESTOCK

	Cattle	Sheep	Horses	Goats	Other
No. of Reports of Stock on Roads	6	2	1	1	
Instances - Returned to owners	6	2	1	1	
Impounded					
Vehicle accidents involving stock					

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RANGER'S REPORT – MARCH 2015 [CONT'D]

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

5 Kangaroos euthanased after being injured in vehicle accidents

ABANDONED VEHICLES

Six vehicles remain impounded

POLLUTION AND ENVIRONMENTAL INCIDENTS	
Inspection conducted: Overgrown Vegetation Unsafe Land	5 final letters sent and 3 complied
Pollution: Noise	Holbrook, Henty and Morven – Barking complaints owners spoken to. Gerogery West – Barking. Dogs removed Jindera – Builders starting out of hours. Builders spoken to on site. Warning issued
Pollution: Waste	Cookardinia – Household waste dumped near reserve to be removed by Council employees. Henty: TV's and household waste at tip gate. Investigations continuing. Holbrook – A dead sheep dumped in the 10 Mile Creek. Removed by Council staff.
Pollution: Air	Brocklesby- Trucks entering and exiting Grain Corp facility creating dust. Grain Corp and contractor contacted and advised to undertake dust control measures. Lankeys Creek - Trucks entering and exiting logging operation creating dust. Engineering addressing issues.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

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

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RANGER'S REPORT – MARCH 2015 [CONT'D]

URANA SHIRE COUNCIL OVERVIEW

OTHER WORKS CONDUCTED

- OSMS inspections and register updates continuing.
- Checking the compliance for unregistered and barking dogs.
- Overgrown vegetation inspections.
- Dangerous and menacing dog inspections for compliance.
- Clean up at 17 Wattle street assist RSPCA officer with cat removal.
- Assist RSPCA officer with animal hoarding/excess numbers issues.

RECOMMENDATION

That Part B of the Agenda be received and noted.

PART C – COMMITTEE AND DELEGATE REPORTS

Attached, in **ANNEXURE 10**, are minutes/notes of the following meetings:

- Minutes of the Greater Hume Shire Council Work Health And Safety/Risk Management Committee Meeting held on 10 March 2015
- Minutes Of The Greater Hume Shire Local Traffic Committee Meeting held on 12 March 2015
- Minutes Of The Greater Hume Youth Advisory Committee Meeting held on 5 March 2015
- Minutes of the Culcairn Community Development Committee Meeting held on 24 March 2015
- Minutes of the Henty Community Development Committee Meeting held on 10 February 2015
- Minutes of the Greater Hume Shire Council Tourism Advisory Committee Meeting held on 24 February 2015

DELEGATES REPORTS

Nil.

RECOMMENDATION

That Part C of the Agenda be received and noted.