



Greater Hume Shire

To: «Name»

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 20 APRIL 2016

NOTICE is hereby given that an Ordinary Meeting of the Greater Hume Shire Council will be held at 4.30pm at the Council Chambers, Balfour Street, Culcairn.

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 20 APRIL 2016

BUSINESS TO BE CONSIDERED

1. PRAYER

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

4. APOLOGIES

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- Minutes of the Ordinary Meeting of Council – 16 March 2016

6. ACTION REPORT FROM THE MINUTES

7. REPORTS FROM OFFICERS

PART A For Determination

- Governance Item 1
- Environment and Planning
- Governance
- Corporate and Community Services
- Engineering Items

PART B For Information

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

PART C For Information

8. MATTERS OF URGENCY

9. QUESTIONS ON NOTICE

10. CONFIDENTIAL SECTION – COMMITTEE OF THE WHOLE

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**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
TO BE HELD AT THE COUNCIL CHAMBERS, BALFOUR STREET, CULCAIRN
ON ON WEDNESDAY, 20 APRIL 2016**

NOTICE OF MOTION

1. **HOLBROOK AIRPARK**

Cr Heriot requests that a report be submitted to the May meeting on the current management, financial impact and possible future developments for the Holbrook Airpark.

MOTION Heriot/

That a report be submitted to the May meeting on the current management, financial impact and possible future developments for the Holbrook Airpark.

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OFFICERS' REPORTS – PART A – FOR DETERMINATION

GOVERNANCE

1. PRESENTATION BY MURRAY DARLING ASSOCIATION INC.

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

REASON FOR REPORT

To advise that Murray Darling Association Inc. (MDA) will be making a presentation to Council on past activities and to present the draft Strategic Plan.

REFERENCE TO DELIVERY PLAN ACTIONS

Goal 13 Maximise our resources to maintain our natural environment.

DISCUSSION

At the May 2015 Council meeting, MDA and its current activities was raised with agreement that the Executive Officer be invited to a future meeting to brief Council regarding its current and future direction.

The vision of MDA is stated on its website as: *"our vision is to consistently and courageously represent local government and community views in the major natural resource management issues of the Murray-Darling Basin, and to influence the policies of governments as they relate to conservation and sustainable development within the Basin"*.

Email correspondence has now been received that Ms Emma Bradbury, Chief Executive Officer, Murray Darling Association Inc. advising that she is able to attend and make a presentation to Council at the April meeting.

Ms Bradbury advises that the new MDA Draft Strategic Plan 2016-2019 will have been distributed for comment by that date, and will provide an excellent opportunity to take feedback from Council and provide any further information.

BUDGET IMPLICATIONS

Council has in 2015/2016 contributed \$2,758 to Murray Darling Association.

CONCLUSION

The presentation by Murray Darling Association will update Council regarding the contemporary strategies of that organisation.

RECOMMENDATION

That standing orders be suspended to allow a presentation by Emma Bradbury, of Murray Darling Association Inc.

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ENVIRONMENT AND PLANNING

1. **DA10.2016.13 - CEMETERY & MORTUARY – CRYONICS FACILITY – LOT 11
DP118526213 ENTERPRISE DRIVE HOLBROOK – APPLICANT HABITAT
PLANNING**

Report prepared by Director Environment & Planning – Colin Kane

REASON FOR REPORT

Council is in receipt of an application for a cryonics facility and this report represents an assessment of the application under the Environmental Planning and Assessment Act 1979 ("the Act").

This application is being reported to Council because the development is very unique and Council staff believe that it is in the public's interest that the application be determined by Council.

REFERENCE TO DELIVERY PLAN

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

Action 7.8.1 Process all developments applications as submitted.

DISCUSSION

This proposal involves the development of the land for a cryonic storage facility, specifically being for the purpose of storage (suspension) and preservation of human bodies at cryogenic temperatures. Proposed building works comprise the construction of an industrial storage warehouse building, associated preparation and office space and external car parking, hardstand areas and landscaping. Cryonics represents the preservation of a body after legal death at cryogenic temperatures (-196°C) with the expectation that future medical technology may be able to repair the accumulated damage of aging and restore the patient to health.

Details of the proposed cryonics facility are included as **ANNEXURE 1**.

The application has been assessed against the relevant matters for consideration under Section 79C as discussed below:

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

State Environmental Planning Policies (SEPP's)

An assessment of the proposal against the requirements of State Environmental Planning Policies has revealed that there are no policies that are of relevance to this proposal.

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DA10.2016.13 - CEMETERY & MORTUARY – CRYONICS FACILITY – LOT 11 DP118526213
ENTERPRISE DRIVE HOLBROOK – APPLICANT HABITAT PLANNING [CONT'D]

Local Environment Plan

The Greater Hume Local Environment Plan 2012 (the LEP) zones the land as RU5 and following is an assessment of the proposed development against the objectives of the zone.

Objectives of RU5 Zone

- To provide for a range of land uses, services and facilities that are associated with a rural village.
- To protect the amenity of residents.

The cryonics facility is located in an industrial precinct within the RU5 zone and on perusal of the development application material it is accepted that the development does not derogate from the objectives of the zone.

With respect to the land use the applicant contends the following:

Given the nature of the proposed development, it does not neatly fit a land use definition in the LEP. In certain circumstances, a proposal may not fit any of the definitions and would be considered in a nominated use. Having regard to the nature of the proposed development, as discussed above it is considered that the proposed activity best fits a dual use of 'cemetery' and 'mortuary' within the LEP. The definitions of these land uses are provided below.

***Cemetery** means a building or place used primarily for the internment of deceased persons or pets or their ashes, whether or not it contains an associated building for conducting memorial services.*

***Mortuary** means premises that are used, or intended to be used for the receiving, preparation, embalming and storage of bodies of deceased persons pending their internment or cremation.*

The proposed storage of bodies can be considered as a 'cemetery' use given that its purpose is for the storage of bodies, while the processes undertaken to provide for suspension of the bodies within the facility are considered to best fit the definition of a 'mortuary' as set out above.

It is considered that the applicant's assessment of the permissibility of the land use being a cryonics facility in the RU5 zone is acceptable.

Clause 6.7 of the LEP relates to the provision of essential services and it is considered that necessary services are appropriately provided for this development.

Greater Hume Development Control Plan 2013

The Greater Hume Development Control Plan has development controls that relate to subdivision and construction of dwellings. Within the planning report the applicant has undertaken an assessment of these controls and indicated that the development complies. The assessing officer is of the opinion that the development generally complies with the requirements of the Development Control Plan.

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ENTERPRISE DRIVE HOLBROOK – APPLICANT HABITAT PLANNING [CONT'D]

Greater Hume Development Contributions Plan Section 94A Environmental Planning and Assessment Act 1979

On 28 November 2012 the abovementioned plan commenced and is a development levy on eligible development across the entire shire. Under the provision of the plan, Council can impose a condition of consent requiring payment of up to 1% of the development cost on this application.

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

| ISSUE | ACCEPTABLE | COMMENT |
|-------------------|------------|--|
| Context & setting | ✓ | <p>The site of the proposed cryonics facility is within an industrial estate with no sensitive surrounding land uses. It is anticipated that the development should not cause any adverse impacts in this setting.</p> <p>The proposed building is orientated to face Enterprise Drive and it incorporates a mix of façade treatments including concrete walls, aluminium cladding and glazed openings. The office component is of a lower height than the main building and this helps to define the building frontage.</p> <p>A landscape strip with a mix of species and mature heights is proposed at the site frontage.</p> <p>Finally the building does not comprise any external storage areas or the like which may present potential for untidy conditions.</p> |
| Access & parking | ✓ | <p>The DCP requires parking for 'industry' at the ratio of 1 space per 70m² of gross floor area. The proposal subsequently provides for five (5) spaces which is in excess of the required provisions.</p> <p>The proposed access areas are designed to permit turning manoeuvres by the rigid trucks (expected to be the largest vehicles accessing the property). The majority of deliveries to the proposed facility will be undertaken within the internal warehouse building or adjacent to the warehouse facility.</p> |
| Roads & traffic | ✓ | <p>There is negligible traffic generated by this facility and therefore little pressure on roads.</p> |

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ENTERPRISE DRIVE HOLBROOK – APPLICANT HABITAT PLANNING [CONT'D]

| ISSUE | ACCEPTABLE | COMMENT |
|-------------------------------------|------------|---|
| Utilities | ✓ | The following services are proposed to be provided being reticulated water and sewer, electricity and telecommunications. |
| Heritage | ✓ | The subject land contains no known European or Aboriginal heritage items. |
| Stormwater | ✓ | A system of open drainage will convey stormwater to natural drainage lines. |
| Soils & erosion | ✓ | Proposed conditions of consent will minimise adverse effects during the construction of the facility. After the building is completed there will be no great risk of erosion or soil degradation. |
| Flora & fauna | ✓ | No native vegetation will need to be removed. |
| Flooding | ✓ | The allotments will not be affected by flooding. |
| Bushfire | ✓ | N/A. |
| Social | ✓ | There are no adverse social consequence anticipated to arise from the proposed development. |
| Economic | N/A | A positive impact through employment and investment in the development. |
| Technological hazards | N/A | None. |
| Safety, security & crime prevention | N/A | None. |
| Privacy | ✓ | The proposed development will not impinge on the privacy of occupants on another allotment. |
| Landscaping | ✓ | Provided as per the DCP. |
| Overshadowing | N/A | None. |
| Land resources | N/A | There are no known land resources. |

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

The proposed cryonics facility is suitable for the character of the area. The impacts of the development have been discussed and found to be suitable.

79C (d) any submissions made in accordance with this Act or the regulations

There has been no submission made in relation to the notification of this development application.

79C (e) The Public Interest

There appears to be nothing identified to suggest that the development proposal is not in the public interest.

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ENTERPRISE DRIVE HOLBROOK – APPLICANT HABITAT PLANNING [CONT'D]

External Referrals

The Public Health Unit of NSW Health provided the following comments which will be included by way of conditions of consent:

- The facility will require an approval/license to hold bodies in their facility, issued by the NSW Ministry of Health.
- The NSW Ministry of Health will consider an application on the approval/license process if formally approached by the company/individuals within an application.

There is a requirement to obtain an approval from the NSW Ministry of Health which means that operational considerations associated with this development proposal can be deferred for consideration by NSW Ministry of Health. Consequently the nature of this approval is primarily a planning assessment for a commercial/industrial land use.

CONCLUSION

This assessment has demonstrated that the development proposal is consistent with the relevant planning provisions and is worthy of Council's support.

RECOMMENDATION

Pursuant to section 81(1)(a) of the Environmental Planning and Assessment Act 1979 Council resolve to approve a cryonics facility at lot 11 DP1185262 3 Enterprise Drive Holbrook, subject to the following conditions of consent:

PLANNING CONDITIONS

1 APPROVED PLANS

1.1 Compliance with Plans and Conditions

The development shall take place in accordance with the approved development plans, except as modified in red by Council and/or conditions of this consent.

1.2 Time period of consent

This consent will lapse five (5) years from the date of determination unless the approved building, engineering or construction work has been physically commenced in accordance with this consent.

Development consent for the use of land does not lapse if the approved use of any land, building or work is actually commenced prior to the date on which the consent would otherwise lapse.

PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

The following conditions of consent must be complied with prior to the issue of a construction certificate by a Certifying Authority. The Certifying Authority can be either Greater Hume Shire Council or an Accredited Certifier. All necessary information to comply with the following conditions of consent must be submitted with the application for a construction certificate.

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ENTERPRISE DRIVE HOLBROOK – APPLICANT HABITAT PLANNING [CONT'D]

2 Approval required prior to the issue of construction certificate

The following documentation is to be submitted to Council or the Accredited Certifier, prior to the granting of the construction certificate:

- a. Evidence that the construction plans for the cryonics facility has been approved for construction by the NSW Ministry of Health.

3 Section 94A Levy Development Contributions

Prior to the issue of a construction certificate, a receipt for the payment to Greater Hume Shire Council of Section 94A Levy Contributions shall be submitted to the Certifying Authority.

The Section 94A Levy is calculated at 1% of the cost of development, as determined at the date of this consent. The total contribution to be paid has been calculated at \$2500.

NOTE: This amount may change if there is a delay with payment of the levy, as the cost of works is to be indexed before payment to reflect quarterly variations in the Consumer Price Index (CPI).

PRIOR TO THE COMMENCEMENT OF ANY WORKS

The following conditions of consent have been imposed to ensure that the administration and amenities relating to the proposed development comply with all relevant requirements. A Certifying Authority can either be Greater Hume Shire Council or an accredited certifier. All of these conditions are to be complied with prior to the commencement of any works on site.

4 Construction Certificate Required

Prior to the commencement of any works, a construction certificate is required to be issued by a Certifying Authority.

Enquiries regarding the issue of a construction certificate can be made to Council on (02) 6036 0100

5 Appointment of a Principal Certifying Authority

Prior to the commencement of any works, the person having benefit of a development consent, or complying development certificate must:

- a. appoint a Principal Certifying Authority; and
- b. notify Council of the appointment.

6 Notify Council of Intention to Commence Works

The applicant must notify Council, in writing of the intention to commence works at least two (2) days prior to the commencement of any works on site.

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ENTERPRISE DRIVE HOLBROOK – APPLICANT HABITAT PLANNING [CONT'D]

7 Vehicular Crossover

The vehicle crossover to Enterprise Drive kerb and gutter shall be in accordance with Council's Specifications Drawing No. STD-R-32 (see attached). All works associated with the vehicle crossover shall be inspected by Council's Engineering Department prior to any pouring of concrete. A Road Opening Permit will only be issued upon completion of "Road Opening Permit Application" (form attached) and payment of the fee applicable.

PRIOR TO OCCUPATION OF THE DEVELOPMENT

The following conditions of consent must be complied with prior to the issue of an Interim Occupation Certificate or Final Occupation Certificate by the Principal Certifying Authority.

8 Interim / Final Occupation Certificate Required

Prior to the commencement of any use and/or occupation of the subject development (whole or part), either an Interim Occupation Certificate or Final Occupation Certificate must be issued.

Prior to the issue of any Occupation Certificate the Principal Certifying Authority must be satisfied that the development (part or whole) is in accordance with the respective Development Consent, Construction Certificate or Complying Development Certificate.

The attached application for Occupancy Certificate is to be completed and returned to Council 2 days prior to an inspection for an Occupation Certificate.

9 Approval of NSW Ministry of Health

Prior to occupation of the development the applicant is to submit to Council evidence that they have obtained an approval/licence to hold bodies in their facility, issued by the NSW Ministry of Health.

General Conditions – Development Planning

10 Deliveries

Vehicles servicing the site shall comply with the following requirements:

- a. All vehicular entries and exits shall be made in a forward direction.
- b. All vehicles awaiting loading, unloading or servicing shall be parked on site and not on adjacent or nearby public roads.

11 Stormwater

All stormwater drainage from the site shall be directed to the table drain and not create a nuisance for any adjoining landholders.

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ENTERPRISE DRIVE HOLBROOK – APPLICANT HABITAT PLANNING [CONT'D]

12 Submission of an Annual Fire Safety Certificate

The owner of any building in which fire safety measures are installed, must cause the Council to be given an annual fire safety statement, within 12 months after the last such statement or final fire safety certificate was issued.

The certificate shall certify:

- a. that each essential fire safety measure has been assessed by a properly qualified person and was found, at the date of assessment, to be capable of performing to a standard not less than that required by the current fire safety schedule.
- b. that a properly qualified person has inspected the building and has certified that, as at the date of inspection, the condition of the building did not disclose any grounds for a prosecution under Division C.

NOTES:

1. *As soon as practicable after an annual fire safety statement is issued, the owner of the building to which it relates:
 - (i) must cause a copy of the statement (and current fire safety schedule) to be given to the Commissioner of NSW Fire Brigades, and
 - (ii) Must cause a further copy of the statement (and current copy of the current fire safety schedule) to be prominently displayed in the building.*
2. *A "fire safety measure" is defined as any measure (including any item of equipment, form of construction or fire safety strategy) that is or is proposed to be, implemented in the building to ensure the safety of persons using the building in the event of fire.*

General Conditions – Environmental & Health

13 Trade Waste

Applicant will require submission of a Trade Waste Application to Greater Hume Shire Council (GHSC) and upon approval enter into a Trade Waste Agreement with GHSC.

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2. **DA 10.2015.123 – 16 LOT SUBDIVISION – LOT 11 DP 1164647 47
HAWTHORN ROAD JINDERA**

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

To present to Council for determination an independent assessment of Development Application 10.2015.123 prepared by the EDM Group which was undertaken because Council is the owner of the abovementioned allotment and it intends to develop the land for 15 industrial allotments and a residual allotment (the development proposal).

REFERENCE TO DELIVERY PLAN

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

Action 7.8.1 Process all developments applications as submitted.

DISCUSSION

Council has engaged EDM Group to undertake an assessment of the development proposal, which is provided as **ANNEXURE 2** to this report.

BUDGET IMPLICATIONS

Council has an allocated budget to develop the industrial land.

CONCLUSION

The EDM Group makes the following concluding comments and recommendations:

As a consequence of the above discussion, together with an assessment of the heads of consideration under Section 79C of the EP&A Act, as well as the planning merits of the proposal in this particular location it is felt that on balance the proposed 15 lot industrial subdivision is appropriate and satisfactory as a result of this assessment.

Having regard to the nature of the development proposal it is also considered that the proposed development is consistent with relevant LEP provisions and is consequently worthy of support. Accordingly, Development Application DA 10.2015.123 is recommended for APPROVAL subject to the imposition of suitable conditions of consent.

RECOMMENDATION

That the report be received and noted and that Greater Hume Shire Council grant development consent for DA 10.2015.123 for the proposed 16 lot subdivision of Lot 11 DP1164647 & Lot 20 DP1058386 located No.47 Hawthorn Road Jindera subject to the conditions attached.

GENERAL

1 Approved Plans and Supporting Documentation

The development shall be implemented in accordance with the details set out on the stamped plans and on the application form and on any supporting information received with the application except as amended by the conditions specified hereunder.

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DA 10.2015.123 – 16 LOT SUBDIVISION – LOT 11 DP 1164647 47 HAWTHORN ROAD
JINDERA [CONT'D]

2 Road works

- (i) The proposed road extension off Stockwell Road is to be designed to industrial standard, and to be bitumen sealed or other dust-free surface.
- (ii) Construction Certificate approval for these works is required under Section 81A of the Environmental Planning and Assessment Act 1979 prior to these works commencing.

3 Water & Sewer extension

- (i) It will be necessary for reticulated water and sewer mains to be extended to serve all proposed lots in the subdivision.
- (ii) A separate water connection and water meter is to be provided to each of the proposed lots in the subdivision. The meter is to be located as close as possible (no more than 350mm) from the side boundary so as not to be subject to damage.
- (iii) A separate sewer connection point is to be provided to each of the proposed lots in the subdivision located wholly within the allotment boundaries.

4 Sewer extension

It will be necessary for the sewer main to be extended to serve all proposed lots in the subdivision.

5 Stormwater drainage

- (i) Drainage facilities must be provided for this subdivision making provision for surface water to be disposed of without concentration onto adjacent properties.

6 Electricity supply

Reticulated electricity supply must be extended to serve all lots in the subdivision, in a manner that is acceptable to the electricity provider.

REQUIREMENTS PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

7 Plans to be submitted

Prior to the commencement of any engineering works a construction certificate application in the prescribed manner (including appropriate plans) shall be submitted to Council for approval.

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DA 10.2015.123 – 16 LOT SUBDIVISION – LOT 11 DP 1164647 47 HAWTHORN ROAD
JINDERA [CONT'D]

8 Infrastructure Design Manual

All works are to be carried out in accordance with Greater Hume Shire Engineering Development Standards.

A stormwater drainage design is to be prepared showing stormwater from the site area and development being collected and disposed of to a lawful point of adequate capacity so as to prevent contamination of receiving waters. The design shall:

- (i) Be in accordance with *Australian Standard 3500.3*
- (ii) Provide for drainage discharge to an existing Council drainage system.
- (iii) Maintain where relevant existing stormwater overland flowpaths.
- (iv) Ensure that the development either during construction or upon completion, does not impede or direct natural surface water runoff so as to cause a nuisance to adjoining properties.

Details including easements to be created are to be included with the plans and specifications to accompany any Construction Certificate.

9 Subdivision - provision of services

The applicant must consult with the relevant electricity, gas, water, sewerage and telecommunications carrier regarding their requirements for the provision of services to building sites and the location of existing services that may be affected by proposed works, either on-site or on the adjacent public roads. Services are to be located to minimise environmental damage.

10 Access - turning area in cul-de-sac

Sufficient area should be provided at the head of cul-de-sac streets to enable a standard vehicle (i.e. garbage truck) to turn. Details are to be provided with the construction certificate.

REQUIREMENTS PRIOR TO THE ISSUE OF A SUBDIVISION CERTIFICATE

11 Developer Contribution

Payment of contributions as headwork charges as provided by the Council's s.64 and s.94 Developer Contribution Plans that are applicable at the time of payment. Payment will be in accordance with the relevant schedule, as prescribed in Council's Annual Fees and Charges in respect of Water, Sewer, Roads and/or Drainage headworks for subdivision.

12 Telecommunication supply

The submission with the application for a Subdivision Certificate of a letter of compliance from a telecommunications carrier that suitable arrangements have been made, for underground telephone services to each lot.

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DA 10.2015.123 – 16 LOT SUBDIVISION – LOT 11 DP 1164647 47 HAWTHORN ROAD
JINDERA [CONT'D]

13 Easement creation

- (i) Drainage, water, and service easements not less than three (3) metres wide being created where required and/or as directed by council so that adequate access to, and protection of, services will be ensured.
- (ii) Sewerage easements, of suitable width, shall be created over all proposed sewer mains within the subdivision to the satisfaction of Council.

14 No subdivision certificate until compliance with all Conditions

The Subdivision Certificate shall not be issued until all conditions of this consent have been addressed to the satisfaction of the Principal Certifying Authority.

REQUIREMENTS DURING CONSTRUCTION OR WORKS

15 Hours of Work

All construction works are restricted to the following times:

- Monday to Friday: 7.00am to 6.00 pm.
- Saturday, 8.00 am to 1.00 pm.
- No work is permitted on Sundays and Public Holidays.

16 Noise levels

Noise from the site on Saturdays, Sundays and Public Holidays shall not exceed 5dB(A) above the background noise level when measured at the property boundary.

17 On-Site Toilet facilities

On-site toilet facilities are to be provided prior to the commencement of any works.

18 Council Property

During construction works, no building materials, waste, machinery or related matter is to be stored on the road or footpath. The public reserve is to be kept in a clean, tidy and safe condition at all times.

19 Fire hydrants

Locations of fire hydrants are to comply with AS2419 and be delineated by blue pavement markers in the centre of the road.

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DA 10.2015.123 – 16 LOT SUBDIVISION – LOT 11 DP 1164647 47 HAWTHORN ROAD
JINDERA [CONT'D]

REASONS FOR CONDITIONS

The reasons for the imposition of conditions are:

- (i) To ensure compliance with the terms of the Environmental Planning and Assessment Act 1979
- (ii) Having regard to Council's duties of consideration under Section 79C and 80A of the Act
- (iii) To ensure an appropriate level of provision of amenities and services occurs within the Shire and to occupants of sites
- (iv) To improve the amenity, safety and environmental quality of the locality
- (v) Having regard to environmental quality, the circumstances of the case and the public interest.

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3. **DEVELOPMENT APPLICATION 10.2016.16 – CONSTRUCT A SHED – LOT 707
DP1202940 – 81 COOGERA CIRCUIT JINDERA**

Report prepared by Building Surveyor – Russell Boyd

REASON FOR REPORT

Council has received a development application from Culcairn Steel Fabrication to construct a 300m² shed at Lot 707 DP1202940, 81 Coogera Circuit owned by Daniel and Tracey Hawking. This application is being forwarded to Council for determination because Councils Development Control Plan 2013 specifies a maximum size of 150m² for sheds on land zoned R5(Large Lot Residential) and for a number of reasons the application is recommended for refusal.

REFERENCE TO DELIVERY PLAN ACTION

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

Action 7.8.1 Process all developments applications as submitted.

DISCUSSION

The proposal is to construct a new shed on vacant land with in a new subdivision. This building will have colorbond walls and roof and have a floor area of 300m². Refer to **ANNEXURE 3**.

The height of the shed at the eaves is 3500mm and 4580mm at the ridge.

The proposed shed as designed will comply with the structural requirements of Building Code of Australia (BCA) as Class 10a building.

DISCUSSION

The property is situated at 81 Coogera Circuit which forms part of a new subdivision off Cassia Road which is off Hueske Road Jindera. The subject site is 2 hectares in size, relatively flat with no established trees.

The subject land is zoned R5 Large Lot Residential under the Greater Hume Local Environmental Plan 2013, is neither bushfire or flood prone nor has a biodiversity overlay.

The Greater Hume Development Control Plan 2013 states;

- a) The total floor area of an outbuilding or out buildings shall not exceed 150m².
- b) Outbuildings shall not exceed 5000mm in height.

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DEVELOPMENT APPLICATION 10.2016.16 – CONSTRUCT A SHED – LOT 707 DP1202940 – 81 COOGERA CIRCUIT JINDERA [CONT'D]

NOTIFICATION AND REFERRAL PROCESS

Adjoining landowners were notified of the proposal in writing. One adjoining owner voiced concern at the size of the shed but declined to lodge a written objection to the proposal.

The basis for referral of this application to Council for decision is that the building has a floor area of 300m² which is twice the size for a shed permitted under the Greater Hume Development Control Plan 2013 on land zoned R5 (Large Lot Residential).

ASSESSMENT

The application has been assessed against the relevant matters for consideration under Section 79C of the EP&A Act as discussed below:

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

Local Environmental Plans

The subject land is zoned R5 Large Lot Residential under the Greater Hume Local Environmental Plan 2012. The relevant matters of the LEP are addressed as follows.

The objectives of the R5 zone are:

- To provide residential housing in a rural setting while preserving, and minimising the impacts on, environmentally sensitive locations and scenic quality.
- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.
- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.

The proposed shed is permitted with consent within the LEP as long as the structure is deemed to be in keeping with the objectives of the LEP. However the scale of the proposed shed will mean that it will be a visually prominent structure in the locality and therefore detract from the scenic quality of the landscape.

The Provisions of any Draft Environmental Planning Instrument that is or has been placed on Public Exhibition

Nil.

Development Control Plan

The Greater Hume Development Control Plan 2013 applies to the land.

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DEVELOPMENT APPLICATION 10.2016.16 – CONSTRUCT A SHED – LOT 707 DP1202940 – 81 COOGERA CIRCUIT JINDERA [CONT'D]

2 Residential Development:

| STANDARD | ACCEPTABLE | COMMENT |
|------------------------------|-------------------|---|
| 2.1 Neighbourhood character | No | The proposed shed if constructed will be the only structure on the land. At the time that this report was written no application for a dwelling has been lodged with Council. At 300m ² the shed will be twice the size of the maximum 150m ² size permitted under Council's Development Control Plan and other sheds already approved and or built on surrounding land. At 300m ² the shed is larger than most dwellings and could be described as an industrial size building. |
| 2.2 Streetscape | No | The proposed shed will be a stand-alone structure on the land until a dwelling is constructed on the land, will dominate the streetscape due to the industrial size of the building and lack of screening vegetation existing or proposed on the land. |
| 2.3 Site requirements | ✓ | The proposed shed together with a dwelling when constructed will be well under the maximum 30% site coverage allowed. |
| 2.4 Building heights | ✓ | The proposed shed wall height is 3.5m with the ridge height at 4.558m is less than the maximum 5.0 m above ground allowed for the minimum setbacks of this building. |
| 2.5 Building setbacks | ✓ | The proposed shed exceeds all minimum setbacks from the front side and rear boundaries. No other issues. |
| 2.6 Privacy and amenity | ✓ | No issues. |
| 2.7 Landscaping | No | None proposed. |
| 2.8 Private open space | ✓ | No impacts. |
| 2.9 Car parking and access | ✓ | No issues. Access exists from Coogera Circuit. |
| 2.10 Earthworks and drainage | ✓ | No issues. The allotment is well drained and is served by a recently constructed Council table drain. |

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| ISSUE | ACCEPTABLE | COMMENT |
|--|------------|--|
| 2.11 Ancillary development | N/A | None. |
| 2.12 Outbuildings | No | The shed exceeds the maximum permitted floor of 150m ² specified in the Greater Hume Development Control Plan 2013 for this site, will not exceed 5m in overall height and exceeds setback requirements from allotment boundaries, |
| 2.13 Development standards for particular land | No | Council's Development Control Plan has a maximum limit for sheds on this site of 150m ² . The shed at 300m ² is an industrial size building and over the life of the building will be attractive to current or future owners for commercial or industrial uses. The shed complies with building height and setbacks from allotment boundary requirements |
| 2.14 Site facilities | N/A | None. |
| 2.15 Security | ✓ | No issues. |
| 2.16 Energy efficiency | N/A | No issues. |

- 3 Industrial Development:**
Not applicable to this development.
- 4 Commercial Development:**
Not applicable to this development.
- 5 Township Structure Plans:**
Not applicable for this development.
- 6 Subdivision:**
Not applicable for this development.
- 7 Vegetation:**
Not applicable for this development.
- 8 Flood Liable Land:**
Not applicable for this development. Flood Study for Jindera completed.
- 9 Heritage Conservation Areas:**
Not applicable for this development
- 10 Notification Policy:**
The development was notified to all adjoining properties. Initially one adjoining owner voiced concerns about the size of the building but declined to lodge a written submission.
- 11 Site Specific Controls:**
Greater Hume Development Control Plan 2013.
- 12 Developer Contributions Plan:**
There is no contribution required pursuant to Council's Contributions Plan.

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79C(b) The Likely Impacts of that Development, Including Environmental Impacts on Both the Natural and Built Environments, and Social and Economic Impacts in the Locality

| ISSUE | ACCEPTABLE | COMMENT |
|-----------------------------------|------------|---|
| Context & setting | No | <p>The proposed shed is an Industrial size shed located in a new residential sub-division.</p> <p>The shed is larger in size than most dwellings already constructed on the estate.</p> <p>The land owner provided a letter stating that he owns a caravan, boat, 6 cars, 5 motor bikes and large zero turn mower.</p> <p>A shed of 200m² can easily accommodate this number of vehicles subject to a 2 car garage being constructed with any future dwelling to be constructed on the allotment.</p> <p>Approval of an outbuilding of this scale will set a precedent for industrial size buildings in a residential area which was zoned to provide housing in a rural setting while preserving and minimising the impacts on environmentally sensitive locations and a scenic locality.</p> |
| Access & parking | ✓ | Access to the site is available from an existing public road. |
| Roads & traffic | ✓ | The existing public road (Coogera Way) is suitable to continue to service the development. |
| Utilities | ✓ | All are available to the property. |
| Heritage | N/A | None. |
| Stormwater | ✓ | Stormwater will be directed to the Coogera Circuit table drain. |
| Soils & erosion | ✓ | No issues. |
| Flora & fauna | ✓ | No impacts. |
| Flooding | ✓ | No issues. The allotment is not flood prone land |
| Bushfire | N/A | None. |
| Technological hazards | N/A | None. |
| Safety, security crime prevention | N/A | None. |
| Privacy | ✓ | No issues. |

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| ISSUE | ACCEPTABLE | COMMENT |
|----------------|------------|--|
| Landscaping | No | No tree plantings have been proposed to soften the appearance of the shed from the street or adjoining properties. The allotment and surrounding allotments are grassland only. The size of the shed and its orientation will mean that it would be very difficult to establish landscaping on the southern side of the shed. |
| Overshadowing | N/A | None. |
| Land resources | ✓ | There are no resources known to exist on the land. |

79C(c) The Suitability of the Site for Development

A site inspection has been undertaken confirming that the property is unsuitable for the development having regard to treeless open terrain of the land and industrial size of the shed, the nature of the site and the surrounding land use.

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

No submissions received in relation to this development application.

79C(e) The Public Interest

The erection of this size shed on the land is not appropriate due to the aims of both Councils Local Environmental, Plan and Council's Development Control Plan which endeavours to protect the residential character, rural setting and scenic quality of the surrounding land.

BUDGET IMPLICATIONS

Nil

CONCLUSION

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

1. Approve the application, subject to the conditions,
2. Defer the application for further information or redesign, or
3. Refuse the application

In conclusion, if Council disagrees with the recommendation contained in this report based on its own deliberations and approval is granted, the works will need to comply with the Building Code Australia (BCA) and the Local Government Act 1993 and appropriate conditions requiring adequate landscape screening trees will also need to be imposed on the consent.

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81 COOGERA CIRCUIT JINDERA [CONT'D]

In summary, the proposal does not satisfy the objectives of the Greater Hume Local Environmental Plan 2012 and the Greater Hume Development Control Plan 2013 due to the shed being twice the area limit for an outbuilding nominated by the Greater Hume Development Control Plan 2013 and it being out of context due to the large footprint of the building and adverse effect on the streetscape and scenic values of the surrounding properties in a R5 (Large Lot Residential) land zone location.

RECOMMENDATION

Pursuant to section 81(1)(a) of the Environmental Planning and Assessment Act 1979 Council refuse the Development Application 10.2016.16 for a proposed 300m² shed at 81 Coogera Circuit, Lot 707 DP1202940, Jindera for the following reasons:

1. Under Section 79C (1) (a) of the Environmental Planning and Assessment Act 1979 (hereafter EP&A Act) the proposal does not satisfy the objectives for the R5 Large Lot Residential zone in the Greater Hume Local Environmental Plan 2012 or the Greater Hume Development Control Plan 2013 because size and bulk of the shed will detract from the environmental and scenic quality of the area.
2. Under Section 79C(1) (b) of the EP&A Act the proponent has not demonstrated to the satisfaction of Council that the development will not have an adverse effect on the natural, built or social amenity quality in the locality.
3. Under Section 79C(1) (e) of the EP&A Act Council considers that the development is not in the public interest because of the industrial size of the shed and the potential adverse effect on the streetscape and scenic quality of the area.

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4. **PROPOSED OPEN TENDERING – REFURBISHMENT HOLBROOK SWIMMING POOL COMPLEX**

Report prepared by Director Environment & Planning – Colin Kane

REASON FOR REPORT

The draft 2016-2017 Operational Budget has an allocated budget for the refurbishment of the Holbrook Swimming Pool Complex. This report outlines how the project should proceed and seeks Council to resolve to approve an open tendering process for this project and the plans that tendering will be based upon.

REFERENCE TO DELIVERY PLAN

Strategy 5.11 To maintain and improve our sports and recreation facilities.

DISCUSSION

Council has an allocated budget in the draft 2016-2017 Operational Budget for the refurbishment of the Holbrook Swimming Pool Complex. Refer **ANNEXURE 4** for proposed refurbishment plans for the Holbrook Pool.

The scope of works includes but is not necessarily limited to the following work:

- A modern and fully functional 25 metre competition pool, complete with soiled water collection gutters, wet area deck grating, revised tiled pool up-stands (at both ends of the pool), disabled access ramp and step entry.
- Construction and installation of “Hidroplay” toddler’s pool. The Hidroplay Pool shall include interactive water toys and features, wet deck grating and a dedicated balance tank. Reinstatement of existing shade structure. Infill of existing toddler’s pool and conversion to a HidroPlay pool with depth ranging from 0mm to 400mm.
- A 10 * 8 metre intermediate pool with disabled access ramp and varying depth from 600mm to 1 metre deep.
- The construction of a new serviced plant room.
- Removal and replacement of the existing pool concrete surrounds and drainage systems affected by the contractor’s design. The concept drawings provide an indicative scope of this work.
- New concrete tiered seating to the southern concourse of the 25 metre pool. This is to include a dedicated shade structure for the full length of the tiered seating.
- A range of sundry building works and services (plumbing, electrical and drainage) that is required to satisfy the project’s specified design intent.
- New change rooms, storerooms, meeting room, canteen, covered seating area, shade structure and pump house.

DEVELOPMENT PLAN

It is envisaged the Holbrook pool redevelopment will be done under two contracts awarded through separate tender process due the specialised nature of the works involved.

Contract One: In accordance with clause 167 of the Local Government Regulation 2005 an open tender process will be undertaken by advertisement for the redevelopment of the aquatic facilities being the pools, concourse, associated pipework, pumps and filters.

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PROPOSED OPEN TENDERING – REFURBISHMENT HOLBROOK SWIMMING POOL COMPLEX
[CONT'D]

Contract Two: In accordance with clause 167 of the Local Government Regulation 2005 an open tender process will be undertaken for works comprising demolition of the existing amenities structure and replacement with the structures shown within. Refer **ANNEXURE 4**.

Consultation Process

Consultation meetings undertaken with users of Holbrook Pool such as the pool committee and the swimming club have informed the proposed redevelopment plans. Also plans for the redevelopment of the Holbrook swimming pool have evolved from information and costings that have been obtained in the construction of an intermediate pool at Jindera and the redevelopment of the Henty Swimming Pool.

Initial consultation focused on plans to refurbish the existing pools through the use of lining material. However the successful tenderer for Henty demonstrated that it was more cost effective to remove an ageing pool and undertake a full reconstruction. As a result of this development Council staff formed the view that a better outcome would be achieved by developing plans based on constructing a 25 metre length for the main pool. This change necessitated providing a third pool because of stipulations imposed on Council under the grant funding that it received from the National Stronger Regions Fund. The basis for staff believing that that the 25 metre pool is a better option is as follows:

- When formulating plans for the redevelopment of Holbrook swimming pool the aim has always been to provide contemporary facilities for the enjoyment of both current and future residents of Holbrook. Currently municipal swimming pools are built at either 25 metres or 50 metres in length.
- As swimming races are held over multiples of 50 metres, the 25 metre swimming pool will better accommodate those persons who wish to swim competitively. At present competitive swimming is not actively pursued in Holbrook however the facility has an anticipated life span of more 50 years and over this period of time it is not unreasonable to assume that people who live in Holbrook may wish to pursue competitive swimming.
- The proposed swimming pool is the same width as the existing facility and will have a surface area of 325 m² and with the proposed intermediate pool the surface area of the pools is 405 m² which is a reduction of only 20 m² from the current pools. The three pools will having varying depths and afford people of differing swimming abilities the capacity to swim where they feel most comfortable.
- Council operates 25 metre swimming pools in 4 other locations within the shire and these facilities more than adequately cater for the needs of the users. The installation of a 25 metre pool at Holbrook will mean that the facilities provided at Council's aquatic facilities are relatively uniform.
- There will be design cost saving through adopting this proposal because previous design work can be reutilised.

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[CONT'D]

As mentioned the concept of reconstructing swimming pools was not contemplated originally and initial consultation was based on the retention of the 33 metre pool. It is reasonable to say that this concept had widespread support from those involved in the consultation and that the 25 metre proposal with a third intermediate pool does not enjoy the same level of support. **ANNEXURE 4** contains submissions made in support of the retention of a 33 metre swimming pool at Holbrook. Through consultation and the information contained within the submissions it is apparent that a desire to retain a 33 metre length swimming pool is based on the following:

- The longer length swimming pool is more advantageous for those who wish to undertake lap swimming through a reduction in the number of turns required to be completed.
- The larger surface area of the pool better caters for the primary use of the pool which is for passive recreation.
- Swimming club practices and record keeping have been developed so that the 33 metre pool is not an impediment for the swimming club utilising the facility.
- Providing a 33 metre pool in lieu of the 25 metre pool and intermediate pool will likely have a similar construction cost and the recurrent costs between each proposal would be similar.

The above reasoning is a legitimate basis for people wishing to retain the 33 metre pool however it is the author's belief that these arguments are negated by those in favour of the 25 metre and intermediate swimming pool proposal.

Final design work has not yet been completed to enable the tendering process to immediately be undertaken however sufficient work has been undertaken to enable Council to decide the basis for which tendering will occur.

BUDGET IMPLICATION

Nil at this stage.

CONCLUSION

An open tender process will provide Council with the confidence that they have engaged the qualified and experienced contractors at the most competitive price for the swimming pool complex upgrade.

This report has provided the arguments for retaining a 33 metre swimming pool at Holbrook. It is advocated though that the more contemporary 25 metre length swimming pool will better serve the future swimming needs of the Holbrook public.

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PROPOSED OPEN TENDERING – REFURBISHMENT HOLBROOK SWIMMING POOL COMPLEX
[CONT'D]

RECOMMENDATION

1. In accordance with clause 167 of the Local Government Regulation 2005 Council resolve to approve an open tendering process for both Contract 1 and 2 for the proposed upgrade of the Holbrook Swimming Pool Complex.
2. Council resolve that the subsequent open tender will be based upon the plans shown in **ANNEXURE 4**.

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GOVERNANCE

Item 1 dealt with earlier.

2. **JOHN FERGUSON – REQUEST TO PURCHASE APPROXIMATELY 2000 SQM AT HOLBROOK AIRPARK**

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To update Council on the progress of the proposed sale of approximately 4,000 sqm of vacant land to John Ferguson for the construction of up to 10 - 20 metre x 20 metres hanger only lots at the Holbrook Airpark.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy 9.1 – To be proactive in attracting business.

DISCUSSION

At the September 2015 meeting of Council the following was resolved:-

4179 RESOLVED *[Osborne/O'Neill]*

That the General Manager be authorised to continue discussions with the proponent and prepare a further report to Council at an appropriate time.

A major issue canvassed at the September meeting was unrelated matters with another property at the Airpark currently owned by the Developer. A copy of the report and annexures to the September meeting is attached as **ANNEXURE 5**.

In relation to this matter a building audit was undertaken by consultants in November 2005 requiring various works to be undertaken to satisfy the BCA Classifications of a Class 4 – Sole Occupancy Unit and Class 7b – Hanger. The owner has for some years now disputed that report and, although undertaken compliance works with some items within the report, submitted a development application for “Change of use to a Class 1 and 10 Structure” which was approved with minimal conditions.

Following the September meeting Council engaged Taylor Byrne Valuers to prepare a valuation. Based on the valuation received it is proposed that the sale price be set at \$20,000 excluding GST. A confidential copy of the valuation has been **ENCLOSED SEPARATELY** for councillors’ consideration.

As stated in the previous report there has been intermittent enquiries for land at the Holbrook Airpark suitable for the construction of hangers however there has been no availability. This proposal is consistent with the Holbrook Airpark Master Plan adopted in December 2005 and is actually identified as Stage 1 of the Master Plan. A map included in the Holbrook Airpark Master Plan identifying proposed future development has also been included with **ANNEXURE 5**. It should be noted that the Holbrook Airpark Master Plan formed the basis of Chapter 11 of the Greater Hume Development Control Plan 2013.

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JOHN FERGUSON – REQUEST TO PURCHASE APPROXIMATELY 2000 SQM AT HOLBROOK AIRPARK [CONT'D]

In addition to the cost of acquiring the land the developer would be responsible for costs associated with submission of the Development Application including the preparation and lodgement of the Plan of Subdivision and all legal costs (including Council's conveyancing costs).

BUDGET IMPLICATIONS

If the sale was to proceed it would have a modest positive impact on Council's revenue which could be utilised to improve facilities at the Airpark.

CONCLUSION

The proposed development is consistent the Greater Hume Development Control Plan 2013 and the recommended sale price is in accordance with the Taylor Bryne valuation dated 25 November 2015 therefore the sale of approximately 4,000 sqm is supported.

RECOMMENDATION

That Council accede to the request from John Ferguson to purchase approximately 4,000 sqm of land at the Holbrook Airpark (as outlined on **ANNEXURE 5**) for an amount of \$20,000 (excluding GST) subject to:

1. a Development Application for the subdivision being approved.
2. the Developer is responsible for all costs associated with the acquisition including
 - (i) the costs of preparation and lodgement of a Plan of Subdivision
 - (ii) All legal costs including Council's conveyancing costs.

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3. **NATIONAL BROADBAND NETWORK – UPDATE ON ROLLOUT ACROSS GREATER HUME SHIRE**

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

REASON FOR REPORT

To provide an update regarding the rollout of the National Broadband Network (nbn™/NBN) across Greater Hume Shire.

REFERENCE TO DELIVERY PLAN ACTIONS

Goal 3.1 To improve quality of life and sustain our populations.

DISCUSSION

The NBN network is Australia's new landline phone and internet network. It's designed to provide Australians all the benefits of fast and reliable internet services, wherever they live in the emerging digital economy.

NBN Co is a wholly owned Federal Government Business Enterprise, which is responsible for providing wholesale services to landline phone companies and internet service providers who offer NBN plans for homes and businesses. The Federal Government has committed a public equity capital limit of \$29.5 billion for the project and in accordance with its broadband policy objectives.

Council officers have recently received a briefing from Jonathon James, Community Affairs Manager NSW/ACT, NBN Co regarding the status of the NBN rollout for Greater Hume Shire and the multi-technology mix the project will entail.

A summary of that briefing follows:

1. **Fixed Wireless** – a total of four active wireless towers have been erected in Greater Hume Shire where fixed wireless transmits from a nearby base station to an antenna that will be fitted to a residence or business structure.

NBN fixed wireless is now available in Gerogery, Walla Walla, Jindera, Loka, parts of Bungowannah and Moorwatha and non urban areas surrounding Culcairn. To move services across to the NBN network, residents need to contact their preferred service phone or internet provider and choose a plan that suits their needs.

2. **Fibre To The Node** (FTTN) – construction of the fixed line infrastructure will commence from October 2016 to residences and businesses located within the urban footprints of Henty, Culcairn and Holbrook. **It is expected that this rollout will be switched on and ready for service in early 2017.** Mr James has advised that there will be extensive community engagement planned once these areas become ready for service.

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NATIONAL BROADBAND NETWORK – UPDATE ON ROLLOUT ACROSS GREATER HUME SHIRE [CONT'D]

3. **Satellite Broadband** – NBN has two new satellites to provide access to fast broadband services. The first satellite, Sky Muster, which launched in October 2015 is planned to begin operation in May 2016. The second satellite is expected to launch later this year. The new Sky Muster service is designed for homes and businesses in rural and remote Australia that fall outside fixed line and fixed wireless areas, and therefore will provide NBN service to a large area of our shire.

The wholesale speed options that will be available to internet service providers via the new satellite service are either 12Mbps download with 1Mbps upload or 25 Mbps download with a 5Mbps upload. It is expected that the 25/5 option will revolutionise fast broadband for rural and remote Australians.

Rural residents across the shire who are awaiting satellite broadband services can now register their interest to be connected via email and NBN will advise when households can switch to Sky Muster satellite service.

<http://www.nbnco.com.au/connect-home-or-business/check-your-address/na-sm-home.html>

NBN is a wholesale-only supplier. The plans and associated pricing for homes, businesses and farms will only be provided by eligible service providers.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

As is occurring right now or soon across much of Australia, residents and business operators in Greater Hume Shire will undoubtedly benefit from fast and reliable internet services. It will ensure connectivity and access to digital platforms for rural and regional areas of the country, transform many existing services and provide new ways of working.

RECOMMENDATION

That the report be received and noted.

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4. **REVIEW OF ECONOMIC DEVELOPMENT AND SOCIAL PLAN – BUSINESS SURVEY RESULTS**

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

REASON FOR REPORT

To report on the results of the business survey conducted across February/March 2016.

REFERENCE TO DELIVERY PLAN ACTIONS

Goal 3.1 To improve quality of life and sustain our populations.

DISCUSSION

At the December 2015 meeting Council received advice that a review of Greater Hume Shire Economic Development and Social Plan (ED&S Plan) was being scheduled for the first half of 2016. The report outlined a proposed framework for that review, including key engagement actions and communication methods involving a series of focus groups and a survey of businesses in the shire.

This report is written to advise Council that the results of the business survey are now to hand. The report of the 10 focus groups has also been received from the consultant, The Communications Dept, but at the time of writing has not yet fully analysed and will be subject to a later report to Council. Both engagement mechanisms are aimed to provide rich data which will inform the review of the plan.

The Business Survey data was collected by completion of an online survey via the survey monkey platform. Communication regarding the survey was done via emails including a warm up 'coming soon' message. Participation was voluntary. The population was set as businesses that operate in Greater Hume Shire and eligible businesses were those listed in Council's organic business database (now over 400 entries) and via an data extract from the non-public data set via Australian Business Register Explorer platform, representing a total of 867 business emails, with a participation rate of 13.6% or 118 businesses completing the survey (a small number were posted).

The detailed report from the survey has been completed. **A COPY OF THE FULL REPORT HAS BEEN DISTRIBUTED TO COUNCILLORS** under separate cover. An abridged version of the Business Survey has also been generated containing the Executive Summary and snapshot highlights and this document has been distributed to survey respondents.

BUDGET IMPLICATIONS

The business survey was completed in house, no additional cost to Council.

CONCLUSION

The completion of the business survey has provided Council officers with valuable contemporary data which will inform the new ED&S Plan for the shire.

RECOMMENDATION

That the report be received and noted.

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CORPORATE AND COMMUNITY SERVICES

1. DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017

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

REASON FOR REPORT

To present the 2016/2020 Draft Operational Plan incorporating Statement of Revenue Policy and Estimates of Income and Expenditure for Council's General, Sewerage and Water Supply.

DISCUSSION

The budget, as presented, discloses a General Fund surplus of \$7,340 for the 2016/2017 financial year.

The estimates of income and expenditure have been prepared on the basis of increasing general rate revenue by 7.46% in accordance with Council's approved Special Rate Variation.

1. OVERALL BUDGET POSITION

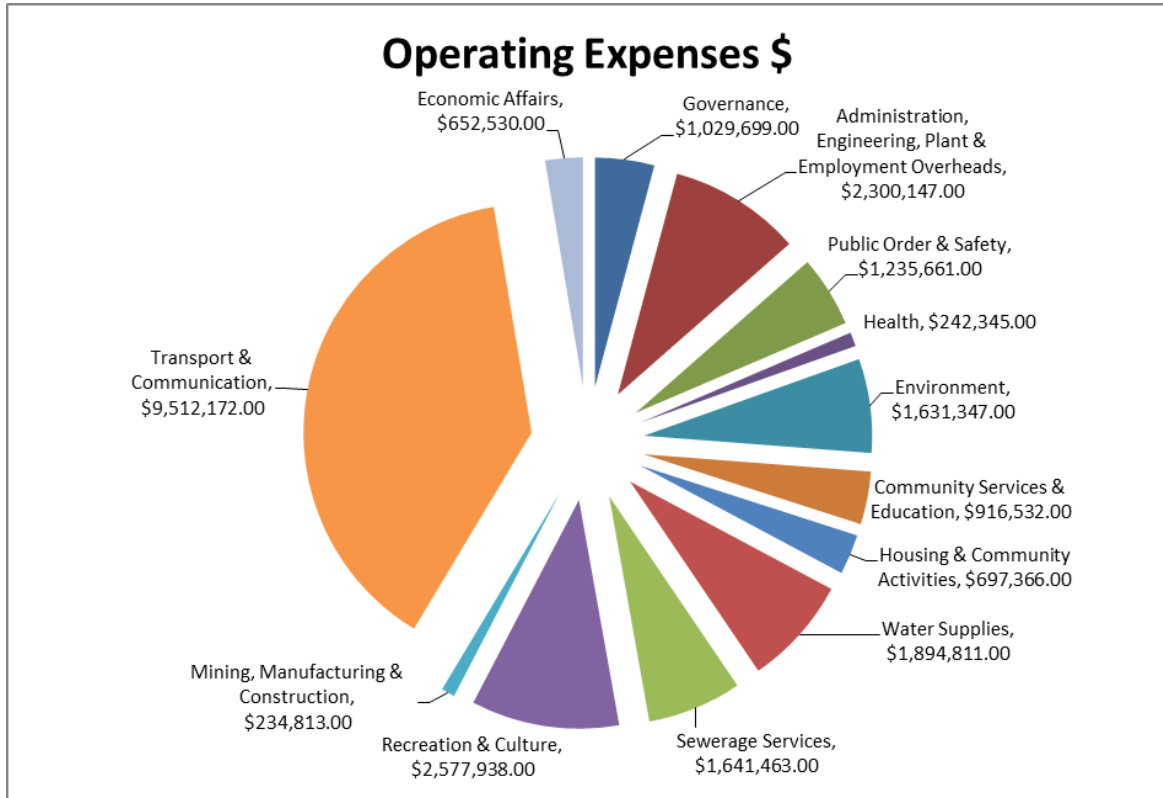
The table below outlines Council's financial position for period 2016/2017.

| | |
|--|---------------------|
| Operating Revenue | \$ 27,549,684 |
| Capital Revenue | \$ 2,625,567 |
| Loan Funds Raised | \$ 1,100,000 |
| Sub total | \$31,275,251 |
| <i>Less:</i> | |
| Operating Expenditure | \$ 24,559,824 |
| Capital Expenditure (inc loan repayments) | \$ 13,951,621 |
| Non Cash Depreciation contra | -\$ 6,811,782 |
| Sub Total | \$31,699,663 |
| Transfer (To) /From Reserves and Unexpended Grants | \$ 431,752 |
| | |
| Surplus / (Deficit) | \$ 7,340 |

The following graphs provide a visual snapshot of where Council's operational and capital expenditure occurs.

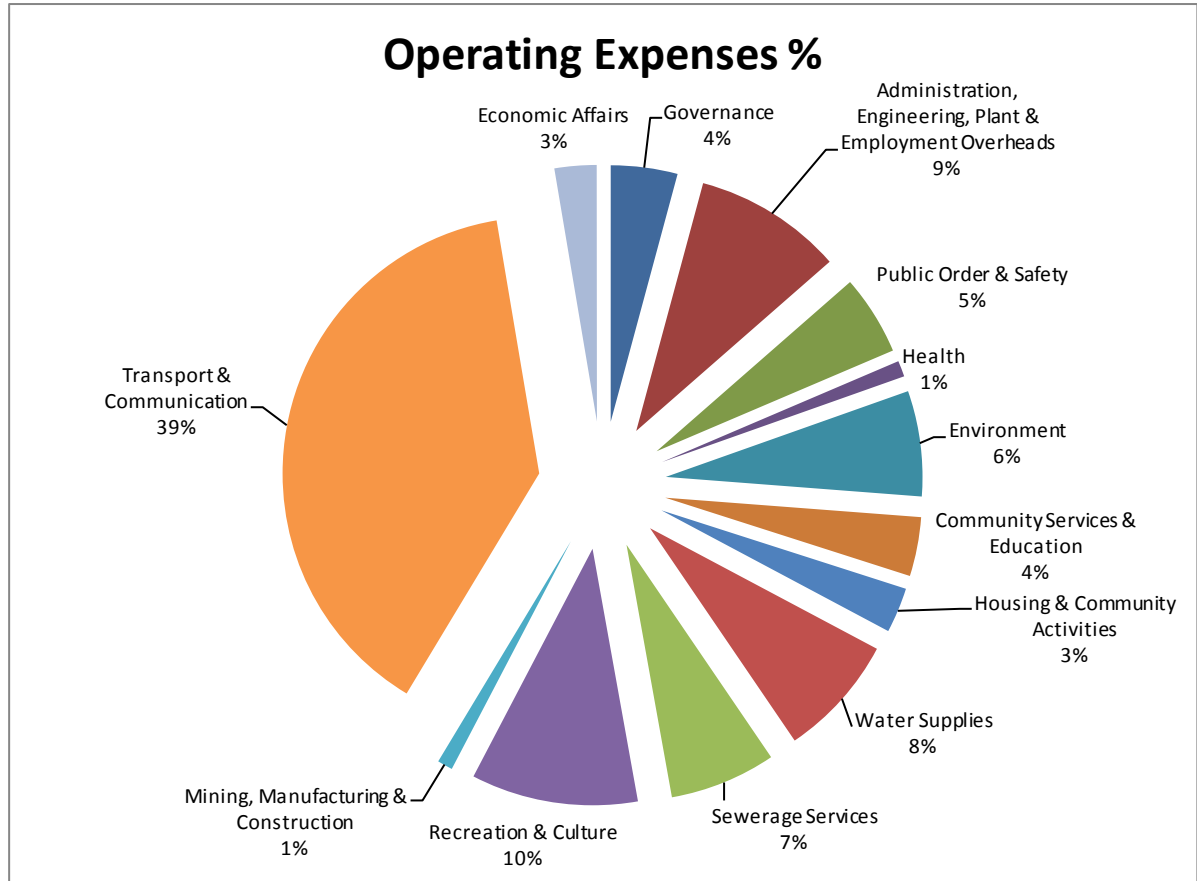
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DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017
[CONT'D]



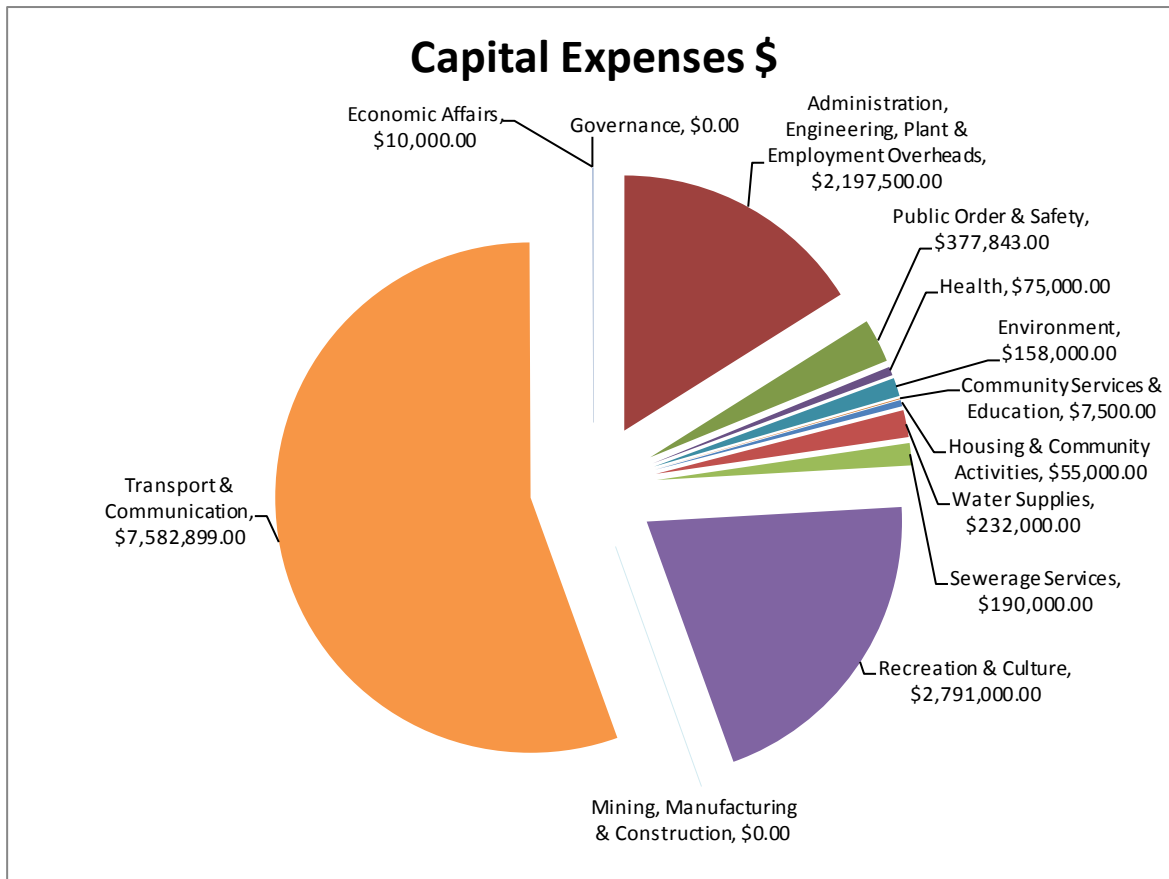
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**DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017
[CONT'D]**



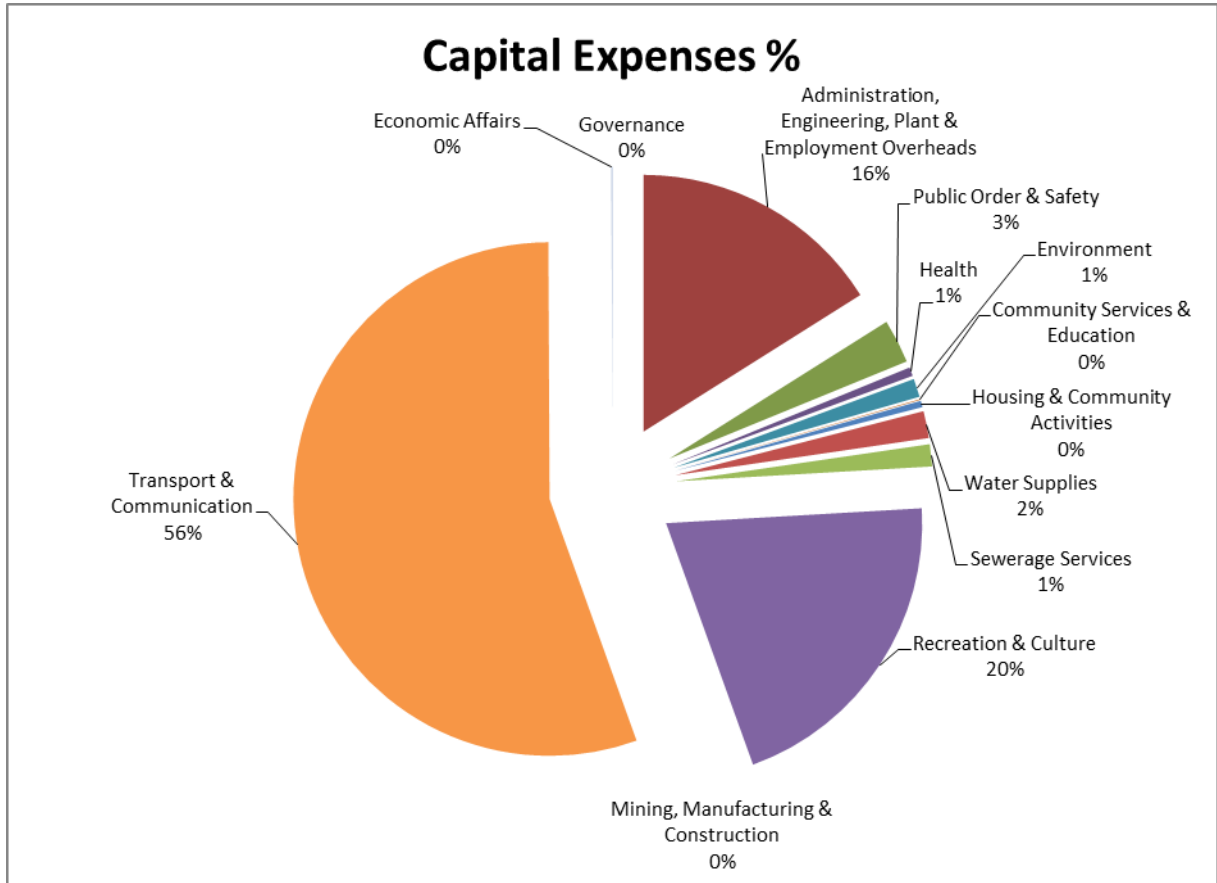
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**DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017
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**DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017
[CONT'D]**



A summary of the net cost of each function and major budget items for each functional area will now be provided.

2. GOVERNANCE

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|-------------------------------|--|-----------------------------|
| -1,006,533 | -987,014 | -1,012,199 |

Major Budget Items and/or Specific Inclusions

- As a result of a thorough review of Council's insurance portfolio, annual premiums have reduced by \$104,500 since 2013/2014. However, assuming an indexation rate of 10% per annum for insurance costs, premiums have reduced by \$175,083 in real terms.
- Recurrent costs satisfactory.

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[CONT'D]

- Subscriptions and Donations as follows:

| SUBSCRIPTIONS & DONATIONS | Adopted Contributions 2015/16 | Proposed Contributions 2016/17 |
|---|--|---|
| Community Newsletters | \$500.00 | \$500.00 |
| School Presentation night Awards | \$520.00 | \$520.00 |
| Murray Darling Association | \$2,200.00 | \$2,200.00 |
| Murray Arts | \$6,000.00 | \$6,000.00 |
| Keep Australia Beautiful | \$750.00 | \$750.00 |
| Country Public Libraries Association | \$1,000.00 | \$1,000.00 |
| Border Trust | \$6,000.00 | \$1,000.00 |
| Senior Citizens Activities | \$1,000.00 | \$1,000.00 |
| Murray Now - Softwoods Working Group Secretariat | \$2,000.00 | \$2,000.00 |
| Southern Sports Academy | \$450.00 | \$450.00 |
| Contribution to Community Development Committees | \$1,000.00 | \$1,000.00 |
| TOTAL | \$21,420.00 | \$16,420.00 |

- An allocation of \$20,000 has been included in the 2015/2016 and 2018/2019 years for the completion of a Customer Satisfaction Survey

3. ADMINISTRATION

| Estimate 2015 / 2016 | Revised Budget as at 31 December 2015 | Estimate 2016/2017 |
|---------------------------------|--|-------------------------------|
| \$ | \$ | \$ |
| -2,538,252 | -2,558,527 | -2,468,729 |

Major Budget Items and/or Specific Inclusions

- Overall budget estimate for administration is lower than 2015/2016 year.
- Corporate Support Salaries consistent with forward estimates.
- Income from the supervision of RMS works undertaken by Council on the Olympic Highway under the maintenance contract with the RMS consistent with forward estimates.
- Budget estimates for all IT software consolidated in administration area.
- Construction of Holbrook Depot scheduled to commence December 2015.

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DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017
[CONT'D]

4. PUBLIC ORDER & SAFETY

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|-------------------------------|--|-----------------------------|
| -547,217 | -550,981 | -479,813 |

Major Budget Items and/or Specific Inclusions

- Total budget estimates for NSW Rural Fire Service capital works programs and equipment issues for the Greater Hume district have been included in budget estimates. A comprehensive report on RFS estimates was included in the report to the Preliminary Budget Workshop held on 2 March 2016. Council's overall contribution to the NSW Fire Fighting Fund will increase by \$8,284 over the 2015/2016 estimate
- Animal control recurrent costs have reduced slightly due to the reallocation of wages to other budget areas.

5. HEALTH

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|-------------------------------|--|-----------------------------|
| -135,838 | -135,838 | -179,759 |

Major Budget Items and/or Specific Inclusions

- Overall operating expenditure consistent with 2015/2016 estimates

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DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017
[CONT'D]

6. ENVIRONMENT

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|--|---|--------------------------------------|
| -563,980 | -493,735 | -450,942 |

Major Budget Items and/or Specific Inclusions

- Method of recording budget estimates for Noxious Weeds has been amended to better align with reporting requirements under the Regional Weeds Action Plan.
- Funding for Noxious weed Management and Control is likely to reduce significantly over the next 4 to 5 years due to the reallocation of funding from NSW DPI. Greater Hume Shire Council along with other Councils involved with the Murray Region Weeds Action Plan will need to seriously review their ongoing involvement with weeds management over the coming years.
- An allocation of \$158,000 for Urban Stormwater Drainage works included, to allow for the completion of drainage works in Sladen Street, Henty and the commencement of significant flood mitigation works at Culcairn.

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[CONT'D]

7. COMMUNITY SERVICES & EDUCATION

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|--|---|--------------------------------------|
| -99,240 | -104,233 | -109,093 |

Major Budget Items and/or Specific Inclusions

- Greater Hume Children Services continues to operate in an efficient and effective manner with the number of registered carers increasing and expanding into neighbouring local government areas such as Corowa and Albury and across the border into Wodonga. The continued growth of the scheme has enabled Greater Hume Children Services to reach a size and scale sufficient for it to meet operating costs in an increasingly complex and demanding regulatory environment.
- Councils subcontract for the delivery of ComPacks services will cease from 30 June 2016 due to the transfer of the head contract to another provider.
- Council's Youth Development program provides pro-active youth activities within Greater Hume Shire Council as well as Lockhart Shire and Urana Shire

8. HOUSING & COMMUNITY AMENITIES

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|--|---|--------------------------------------|
| -467,729 | -564,729 | -459,253 |

Major Budget Items and/or Specific Inclusions

- Allocation of \$40,000 for upgrades to public toilets
- Allocation of \$10,000 for upgrades to the public toilet at Gerogery Recreation Reserve

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[CONT'D]

9. RECREATION & CULTURE

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|-------------------------------|--|-----------------------------|
| -1,715,747 | -1,801,894 | -1,853,602 |

Major Budget Items and/or Specific Inclusions

- The annual grant of to each of the Hall Management Committees to assist in defraying the cost of utilities and minor maintenance has been increased by 5% to \$1155.00.
- An allocation of \$42,000 has been included for major maintenance at public Halls including \$12,000 for maintenance at Walla Walla Hall due to rising damp issues. In addition an amount of \$25,000 per annum has been included for capital works at public halls.
- Allocations to sporting grounds committees has been increased by 5%. The following table summarises the proposed contributions.

| Sportsground | Amount Allocated 2015/2016 | Amount Allocated 2016/2017 |
|--------------------------------------|----------------------------------|----------------------------------|
| Brocklesby | \$10,500 | \$11,025 |
| Burrumbuttock | \$10,500 | \$11,025 |
| Culcairn | \$10,500 | \$11,025 |
| Henty | \$10,500 | \$11,025 |
| Jindera | \$10,500 | \$11,025 |
| Walbundrie | \$10,500 | \$11,025 |
| Walla Walla | \$10,500 | \$11,025 |
| Bungowannah | \$2,100 | \$2,205 |
| Cookardina | \$525 | \$550 |
| Gerogery West | \$2,100 | \$2,205 |
| Mullengandra Recreation Reserve/Hall | \$2,100 | \$2,205 |
| Wymah | \$2,100 | \$2,205 |
| Culcairn Tennis Club | \$525 | \$550 |
| Morven Tennis Club | \$525 | \$550 |
| Henty Tennis Club | \$525 | \$550 |
| Walla Walla Tennis Club | \$525 | \$550 |
| Total | \$84,525 | \$88,745 |

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[CONT'D]

- Major works proposed at Council's swimming pools include:
 - \$1.4m in 2016/2017 for the refurbishment of the Henty Swimming Pool
 - An initial allocation of \$1.2m funded from the Holbrook Hostel reserve has been included in the 2016/2017 year for the refurbishment of the Holbrook Swimming pool.
- Capital improvements of \$100,000 have been included for Parks and Gardens and \$50,000 for the completion of the Culcairn Sportsground improvements.

10. MINING, MANUFACTURE & CONSTRUCTION

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|-------------------------------|--|-----------------------------|
| -151,999 | -151,999 | -120,518 |

11. TRANSPORT & COMMUNICATIONS

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|-------------------------------|--|-----------------------------|
| -3,087,651 | -2,887,651 | -3,683,142 |

Major Budget Items and/or Specific Inclusions

- A full report on the roads capital works program is included in the budget documents for Councillors' information.
- Proposed capital works are consistent with the schedule developed as part of Council's Special Rate Variation application with the exception of additional works to be undertaken following the allocation of additional Roads to Recovery funding for the 2016/2017 year.
- Allocation of \$60,000 per annum for Town Services (Villages) retained.

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DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017
[CONT'D]

12. ECONOMIC AFFAIRS

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|-------------------------------|--|-----------------------------|
| -167,429 | -270,200 | -205,047 |

- An allocation of \$33,536 has been included for tourism initiatives and promotional activities
- An allocation of \$30,000 for upgrade of town entrance signage.
- Allocation for \$29,140 for Economic Development Initiatives has been included.

13. GENERAL PURPOSE REVENUE

| Estimate 2015 / 2016 \$ | Revised Budget as at 31 December 2015 \$ | Estimate 2016/2017 \$ |
|-------------------------------|--|-----------------------------|
| 10,489,048 | 10,457,432 | 11,024,437 |

14. FINANCIAL ASSISTANCE GRANT

Financial Assistance Grant (FAG) funding has not been indexed in the 2016/2017 financial year in line with the temporary freezing of FAG as announced in the 2014 Federal Budget. Indexation of 2% has been applied to the 2017/2018, 2018/2019 and 2019/2020 years however it is by no means certain that the Federal Government will reinstate indexation from 2017/2018.

15. INTEREST ON INVESTMENTS

The budget estimate of \$577,500 for 2016/2017 is based on receiving an average interest rate of 2.75% on deposits totalling \$21m over the term of the financial year.

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DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017
[CONT'D]

16. WATER & SEWER

An essential component of Council's water and sewer supply operations is that revenue generated through the provision of services is adequate to fund future asset renewals. In order to address this issue, Council has progressively increased access and usage charges across the water and sewer schemes since 2008/2009.

Taking into consideration matters discussed by Council in relation to the impact of the general revaluation of properties in Greater Hume Shire by the Office of the Valuer General and the resulting shifts in the relative values of properties across each of the five major towns it is proposed that Council review the level of water and sewer access charges applying to residential properties. By lowering the access charges for water in particular, the benefit will be passed onto those properties that experienced the most significant increases in relative property valuations i.e. Jindera and Culcairn. The reduction in sewer access charges will however apply to all residential properties across the shire.

The following table summarises proposed Residential and Non Residential water charges

| COMPONENT | 2015/2016 CHARGES | PROPOSED 2016 / 2017 CHARGES |
|---|-------------------|---------------------------------|
| Water Access Charge <u>Residential</u> | | |
| 20 mm | \$339.00 | \$304.00 |
| <u>Non – Residential</u> | | |
| 20mm | \$339.00 | \$304.00 |
| 25mm | \$375.00 | \$413.00 |
| 32mm | \$425.00 | \$468.00 |
| 40mm | \$493.00 | \$542.00 |
| 50mm | \$574.00 | \$631.00 |
| 80mm | \$792.00 | \$871.00 |
| Usage Charge per KL \$ | | |
| < 200kl per annum | \$1.60 | \$1.70 |
| >200kl per annum | \$2.40 | \$2.55 |

It is proposed that Residential sewer charges decrease by \$15 to \$489.00p.a.

All non-residential properties will be charged based on a two-tier pricing system. Sewer charges will be in accordance with Best Practice Pricing guidelines, which prescribes an annual access charge based upon the relevant water meter connection size, plus a usage charge based on water usage and the relevant Sewerage Discharge Factor (SDF) disposal factor for each business type as detailed below. Depending on the type of business, properties are charged a usage fee relevant to the ratio of the estimated volume of water discharged into the sewer system. The sewerage discharge factor is the ratio of the estimated volume of sewerage discharged into the sewerage system to the customer's total water consumption.

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[CONT'D]

Non-residential properties will be levied charges based on water meter size. As the meter size increases the availability charge increases to reflect Council's costs in providing for larger capabilities of discharge.

Council acknowledges that best practice pricing guidelines issued by the NSW Office of Water recommend that water access charges for water meter sizes in excess of 20mm be calculated by applying the "*square of the customer's service connection*" rule which is:

$$AC=AC(20mm) \times (D2 \div 400)$$

Greater Hume Shire Council has not adopted this pricing structure due to the high cost of purchasing water for distribution through the network and the need to maintain income levels from residential connections. However, in the event that Council can secure a lower cost alternative for the supply of water, the pricing structure for residential and non-residential connections will be reviewed in line with the Office of Water guidelines.

The following table summarises proposed Residential and Non Residential sewer charges.

| COMPONENT | 2015/2016 CHARGES | PROPOSED 2016/2017 CHARGES |
|---------------------------------|-------------------|----------------------------|
| Sewer Access Charge Residential | | |
| 20 mm | \$504.00 | \$489.00 |
| Non Residential – | | |
| 20mm | \$254.00 | \$279.00 |
| 25mm | \$288.00 | \$317.00 |
| 32mm | \$334.00 | \$367.00 |
| 40mm | \$390.00 | \$429.00 |
| 50mm | \$465.00 | \$512.00 |
| 80mm | \$640.00 | \$704.00 |
| Usage Charge per KL \$ | \$1.36 PER K/L | \$1.50 PER K/L |
| MINIMUM CHARGE | \$504.00 | \$489.00 |

Full details of Non-Residential sewerage and liquid trade waste charges and associated discharge factors are included in the Statement of Revenue Policy.

17. STATEMENT OF REVENUE POLICY

A copy of the Draft Statement of Revenue Policy and associated Fees and Charges are included as **ANNEXURE 6**.

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DRAFT OPERATIONAL PLAN AND ESTIMATES OF INCOME AND EXPENDITURE 2016/2017
[CONT'D]

18. DELIVERY PROGRAM ACTIONS

Council's 2013/2017 Delivery Program and Associated 2016/2017 Operational Plan have been updated to include specific actions raised previously by Councillors. In addition, actions that have been completed or are otherwise no longer relevant have been removed from the Delivery Program.

CONCLUSION

The draft budget as presented provides for a small surplus in the 2016/2017 year, and provides for the continuation of Council's approved Special Rate Variation.

RECOMMENDATION

That the 2016/2017 Draft Operational Plan incorporating Statement of Revenue Policy and Estimates of Income and Expenditure for Council's General, Sewerage and Water Supply be placed on public exhibition for a period of 28 days commencing Monday, 2 May 2016.

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ENGINEERING

1. DAVIS DRIVE SEWER PUMP STATION, JINDERA.

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To consider tenders for the provision of a sewer pump station at Davis Drive, Jindera.

REFERENCE TO DELIVERY PLAN ACTION

5.2.11.1. Manage wastewater and effluent in a sustainable manner

DISCUSSION

The construction on the Jindera Trunk Sewer (Pioneer Drive to Stockwell Road) has been completed and will provide the infrastructure to allow the immediate sewerage of the western most blocks in the existing industrial estate in Davis Drive, Scholz Street, and Stockwell Road. It will also allow the servicing in the shorter term of the balance of the existing industrial estate. In order for the existing industrial estate and the future industrial subdivision to be serviced by this sewer it is necessary to construct a sewer pump station at the northern end of Davis Drive.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed on Wednesday, 29 March 2016. Five tenders were received via the TenderLink portal. One of the tenders from KC Earthmoving was deemed non-conforming as the tendered price was only for the installation of the pump station but did not include the supply of the unit itself. The remaining four tenders were assessed. Conforming prices submitted ranged from \$116,050.00 to \$190,267.00 inclusive of GST. The following Tenders were received and are listed in alphabetical order.

| No. | Name | Price (inc GST) |
|------------|------------------------------------|------------------------|
| 1. | KC Earthmoving (Non-conforming) | \$34,276.00 |
| 2. | Longford Civil | \$116,050.00 |
| 3. | Mitchell Constructions | \$145,913.00 |
| 4. | Ted Wilson and Sons | \$194,392.00 |
| 5. | Uptime Services Management | \$190,267.00 |

It was noted during the tender assessment process that the Longford Civil tender price did not include a 'stack type vent' to the pump station. Longford Civil presented their original quotation from the manufacturer which showed a provisional item of a '150mm diameter hot-dip galvanised stack type vent' at \$6,000 (ex-GST). Greater Hume Shire Council requires any pump station vents to be manufactured from 100mm diameter stainless steel. Longford Civil then reviewed their price and confirmed that they can supply a 100mm diameter stainless steel vent pipe for the same price of \$6,000 (ex-GST).

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DAVIS DRIVE SEWER PUMP STATION, JINDERA [CONT'D]

| | Price (incl. GST) |
|-----------------|---------------------|
| Original Tender | \$116,050.00 |
| SS Vent | \$6,600.00 |
| TOTAL | \$122,650.00 |

Longford Civil attended a post-tender interview where they confirmed that they were satisfied that they could complete the project with the price as submitted. Longford Civil have recently completed the Jindera Trunk Sewer contract for GHSC and Council officers are satisfied that they have the experience and equipment to complete the Davis Drive Pump Station project to the required standard in a safe and timely manner.

A map of the scheme and a table of the apportionment used to assess the four conforming tenders are included in **ANNEXURE 7**.

BUDGET IMPLICATION

The tendered price (revised) of \$122,650.00 is within the budget of \$180,000.00.

The tendered price is expected to cover the full scope of the project as documented. Variations to the contract price due to unforeseen circumstances or latent conditions are not expected to significantly affect the total expenditure.

CONCLUSION

Five tenders were received for the Davis Drive Sewer Pump Station project. Four tenders were considered. The tender submitted by Longford Civil has been assessed and there is no technical or practical reason to conclude that Longford Civil is not capable of completing the contract to the required standard and within the allotted timeframe. The Longford Civil tendered price is \$23,263.00 cheaper than the next lowest conforming tender submitted.

RECOMMENDATION

That:

1. the tender submitted by Longford Civil of \$122,650.00 (inc GST) be accepted.
2. the unsuccessful tenderers be advised in writing.
3. the General Manager and the Mayor be authorised to sign contract under the Common Seal of Council with Longford Civil.

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ITEM TO BE REFERRED TO CLOSED COUNCIL

1. **SALE OF LAND FOR UNPAID RATES UNDER SECTION 713 OF THE LOCAL GOVERNMENT ACT 1993**

Report prepared by Accounting Officer – Camilla Webb

REASON FOR THE REPORT

To request that Council withdraw certain properties from the sales of land for unpaid rates auction.

DISCUSSION

It is proposed that Council consider withdrawing properties from the sale of land for unpaid rates auction.

BUDGETARY IMPLICATION

Nil, at this time.

CONCLUSION

It is proposed that Council consider withdrawing certain properties from the sale of land for unpaid rates.

RECOMMENDATION

That consideration of the withdrawal of properties for unpaid rates and charges be referred to Closed Council for discussion, in accordance with the relevant section of the *Local Government Act 1993* section 10A (2) (b) the personal hardship of any resident or ratepayer.

REASON

On balance the public interest in preserving the confidentiality of individuals subject to debt recovery proceedings outweighs the public interest in maintaining openness and transparency in Council decision making because it concerns the personal financial information of individuals.

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PART B - ITEMS FOR INFORMATION

GOVERNANCE

1. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

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

DISCUSSION

ENCLOSED SEPARATELY with the agenda is a listing of OLG Circulars 16/04 to 16/09. 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 10 to 14/2016. Copies of LGSA Weekly Circulars are available from the website www.lgsa.org.au or alternatively by contacting Council.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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3. TOURISM AND PROMOTIONS OFFICER'S REPORT

Report by Tourism and Promotions Officer – Kerrie Wise

REASON FOR REPORT

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

DISCUSSION

Attached, at **ANNEXURE 8** 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 2016

Attached, in **ANNEXURE 9** are the statements of bank balances and investment report as at 31 March 2016.

3. HUMAN RESOURCES REPORT

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTION

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

DISCUSSION

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HUMAN RESOURCES REPORT [CONT'D]

The following staff commenced duties with Council during the period 1 March 2016 to 31 March 2016.

| Staff Member | Position |
|---------------------|------------------------------------|
| Thomas Beavis | Bitumen Operator Holbrook |
| Paul Day | Water & Sewer Overseer |
| Fiona Pattinson | Playgroup Leader / Support Officer |

The following staff ceased duties with Council during the period 1 March 2016 to 31 March 2016.

| Staff Member | Position |
|---------------------|----------------------------|
| Elise Merkel | Casual Pool Lifeguard |
| Allan Skerry | Water Truck Driver Jindera |

BUDGET IMPLICATION

Nil.

CONCLUSION

For councillors' information.

4. **COMMUNITY SERVICES QUARTERLY BRIEFING REPORT**

Report prepared by Community Health & Wellbeing Coordinator – Jody Whitley

REASON FOR REPORT

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

DISCUSSION

Attached, at **ANNEXURE 10** is the report regarding progress on initiatives being undertaken during the period January to March 2016.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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ENGINEERING

1. MARCH REPORT OF WORKS

Grants Program

State Roads Maintenance (RMCC):

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

1.4km road reconstruction on MR 78 (Olympic Highway) "Verdale" approximately 6km south of The Rock has been completed.

Heavy patching works on a number of segments on MR 284 (Tumbarumba Rd) will commence mid April.

Regional Roads Block Grant:

Road widening and realignment under the Black Spot Program MR 331 (Culcairn Holbrook Rd) near Billabong Bridge is complete.

Road reconstruction has been completed on MR 370 (Howlong Kywong Rd) from Courtney Ln to Kenya Rd including widening through the cutting and full width road reconstruction, sealing and guard rail installation.

Shoulder grading works have been completed on sections of MR 331 (Culcairn Holbrook Rd and Jingellic Rd).

Council's Reseal Program is continuing, with all sealing projects to be finalised prior to Anzac Day.

Local Roads

Sealed:

Pavement maintenance on local roads throughout the Shire is ongoing.

Unsealed:

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

- Bunn Rd
- Coach Rd
- Four Mile Ln
- Funk Rd
- Hovell Rd
- Jelbart Rd
- Kings Bridge Rd
- Quartz Hill Rd
- River Rd

Gravel resheeting has been completed on Kellys Rd.

Urban Streets:

Road reconstruction, drainage works and sealing has been completed at the northern end of Hoy St, Culcairn.

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WORKS REPORT [CONT'D]

Miscellaneous footpath renewal, kerb and channel remedial works and installation of pram crossings is complete in Commercial St, Walla Walla.

General:

Linemarking on various locations throughout the shire is continuing.

Contractors have completed major drainage works at the Culcairn Sportsground. Roadworks in front of the pavilion including a new entrance/exit will commence shortly.

Works is continuing on the reconstruction of MR331 (Jingellic Rd) at Yarara Gap with completion by Anzac Day expected.

General maintenance of parks and public toilets is ongoing.

Monthly Works Maintenance Expenditure:

| Local Roads Program | Original Budget | Amended Budget (September Budget Review) | YTD Budget | YTD Expenditure | YTD Variance |
|-------------------------|-----------------|--|--------------|-----------------|---------------|
| Urban Local Roads | \$540,000.00 | \$540,000.00 | \$405,000.00 | \$345,700.12 | \$59,299.88 |
| Urban Roads Unsealed | \$90,000.00 | \$90,000.00 | \$67,500.00 | \$46,270.88 | \$21,229.12 |
| | | | | | |
| Rural Roads Sealed | \$500,000.00 | \$493,866.00 | \$370,399.50 | \$343,204.33 | \$27,195.17 |
| Rural Roads Unsealed | \$1,025,000.00 | \$1,025,000.00 | \$768,750.00 | \$921,410.38 | -\$152,660.38 |
| | | | | | |
| Street Tree Maintenance | \$202,180.00 | \$202,180.00 | \$151,635.00 | \$181,250.33 | -\$29,615.33 |

| Regional Roads Program | Original Budget | Amended Budget (September Budget Review) | YTD Budget | YTD Expenditure | YTD Variance |
|------------------------|-----------------|--|--------------|-----------------|--------------|
| Maintenance | \$535,477.00 | \$535,477.00 | \$401,607.75 | \$498,589.48 | -\$96,981.73 |
| Traffic Facilities | \$131,000.00 | \$131,000.00 | \$98,250.00 | \$42,149.21 | \$56,100.79 |

| Sportsgrounds, Parks & Public Toilets | Original Budget | Amended Budget (September Budget Review) | YTD Budget | YTD Expenditure | YTD Variance |
|---------------------------------------|-----------------|--|--------------|-----------------|--------------|
| Sportsground Maintenance | \$170,835.00 | \$170,835.00 | \$128,126.25 | \$129,053.62 | -\$927.37 |
| Parks & Gardens Maintenance | \$295,610.00 | \$295,610.00 | \$221,707.50 | \$249,999.15 | -\$28,291.65 |
| Public Toilets Maintenance | \$185,090.00 | \$185,090.00 | \$138,817.50 | \$123,967.65 | \$14,849.85 |

NB : Sportsground Maintenance excludes annual GHSC contribution payment

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2. WATER & SEWER REPORT – MARCH 2016

Capital Works Program:

- Electrical upgrade for new Culcairn bore completed.
- Jindera south sewer extension to Industrial Estate completed.
- Tenders closed for new Jindera sewer pump station at Industrial Estate.
- Ongoing water main & meter upgrade at Culcairn recreation ground.

Operation & Maintenance:

- 3 - Sewer chokes cleared at Holbrook.
- 4 – Water service repairs Culcairn.
- 3 - New water services installed at Jindera & Gerogery West.
- 2 - Water main repairs for the VWS.
- Repairs to Henty reuse plant.
- Repairs to Culcairn reuse plant.

Drinking Water Monitoring Program:

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

Upcoming Month:

- Village Water Scheme, water main maintenance.
- Culcairn, water main maintenance.
- Ongoing tree removal over water main along Jindera Walla Road, Glenellen Road and Beelawong Road.
- Additional safety handrails to be installed at Culcairn STW.
- Additional safety handrails to be installed at Walla Walla STW.

ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF MARCH 2016

Attached, as **ANNEXURE 11** is the schedule of development applications processed for the month of March 2016.

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2. SENIOR WEEDS OFFICER'S REPORT – APRIL 2016

Inspections and follow up inspections have continued for Sweet Briar and Blackberry. Properties are also being inspected for Silverleaf Nightshade and Prairie Ground Cherry.

More elm trees in Culcairn have been treated for the Elm Leaf Beetle.

With the continuing dry period control work on Blackberry has been the only spraying taking place. Blackberry along Yenches Road and Carabost Road are being controlled at the present time.

A regional meeting was held recently to reassess the noxious Weed Risk Assessment plans in the Murray and Riverina region as part of the 15-20 WAP program. The sub regions of the Murray area were looked at the same time with the only change being that Corowa and Urana Shires were added to the Albury and Greater Hume Shire Area. This leaves 4 sub regions in the Murray and not 5 as was before.

3. RANGER'S REPORT - MARCH 2016

COMPANION ANIMALS

| | | | |
|--|---|---|---|
| No. of Complaints Received 30 | | Including: 2 barking dogs, 14 roaming dogs, and dealing with 1 excessive number of animals kept. Infringements and nuisance dog orders issued. | |
| No. of dog attacks: | 2 | Location: Walbundrie area Jindera | Several sheep lost - found in a decomposed state - believed dog attack previous week. 2 dogs picked up that week - owners not known. One chicken killed investigations continuing. |
| Comments: | | | |
| | | Dogs | Cats |
| In Council's Facility at Beginning of Month | | | |
| Captured & Returned to Owners | | 9 | |
| Captured & Impounded | | 6 | 1 |
| Released from Pound to Owners | | 5 | 1 |
| Surrendered by Owners | | | |
| Rehomed | | 1 | |
| Euthanased | | | |
| Remaining in Council's Facility at End of Month | | | |

FERAL CATS

| | |
|-------------------------------|---|
| No. of Complaints: | 5 |
| No. Feral Cats caught: | 5 |

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RANGER'S REPORT [CONT'D]

LIVESTOCK

| | Cattle | Sheep | Horses | Goats | Other |
|--|---------------|--------------|---------------|--------------|--------------|
| No. of Reports of Stock on Roads | 5 | 2 | | | |
| Instances - Returned to owners | 5 | 2 | | | |
| Impounded | | | | | |
| Vehicle accidents involving stock | | | | | |

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

Two injured kangaroos euthanased on roadway in the Morven and Cookardinia area.

ABANDONED VEHICLES

Six vehicles remain impounded.

Three vehicles removed by owner in the Jindera, Burrumbuttock and Holbrook area.

POLLUTION AND ENVIRONMENTAL INCIDENTS

| | |
|---|--|
| Inspection conducted: Overgrown Vegetation Unsafe Land | Compliance and new overgrown inspections conducted. 41 Notice of Intentions issued. 30 Orders issued. |
| Pollution: Noise | Holbrook, Culcairn, Jindera– barking dogs – Owner spoken to and addressing the issue. Roosters – Brocklesby and Henty. Owners removing. |
| Pollution: Waste | Holbrook, Culcairn, Henty and Gerogery - waste on roadway removed by Council - owners not identified. |

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

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

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RANGER'S REPORT [CONT'D]

URANA SHIRE COUNCIL OVERVIEW

- 2 Rangers patrolled Rand, Urana and Boree Creek on two separate days and completed administration work for rooster complaints, feral cat and roaming dog complaints.
- Door knocks were conducted for registration compliance on cats and dogs.
- One dog was impounded and released from pound to owner.
- Owners of roaming dogs and unregistered dogs and cats were spoken to and 14 day warning to register issued.

OTHER WORKS CONDUCTED

- Companion Animal Registrations continuing to come in from the letters sent out and follow up.
- Menacing dog compliance checks.
- Microchipping dogs and cats.
- Assisting the RSPCA with excessive number of animals kept.
- Holbrook pound fencing work conducted on southern fence.
- Rangers attended 2 days legal training conducted in Wagga by the NSW Rangers association.

RECOMMENDATION

That Part B of the Agenda be received and noted.

PART C – COMMITTEE AND DELEGATE REPORTS

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

- Minutes of the Greater Hume Youth Advisory Committee Meeting held on 17 March 2016
- Minutes of the Walla Walla Community Development Committee Open Public Meeting held on 29 March 2016
- Minutes of the Walla Walla 150th Anniversary Organising Committee Meeting held on 29 October 2015
- Notes of the Greater Hume Shire Economic Development Committee Meeting held on 7 April 2016.
- Minutes of the Greater Hume Shire Council Work Health & Safety/Risk Management Committee Meeting held on 8 March 2016

DELEGATES REPORTS

Nil.

RECOMMENDATION

That Part C of the Agenda be received and noted.