



# Greater Hume Shire

**To: <<Name>>**

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

**WEDNESDAY, 17 MAY 2017**

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

**A citizenship ceremony will be conducted at 5.00pm for the following residents:**

**Mr Alexander Kochukunju**

**Mrs Irma Borjal McInnes**

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

STEVEN PINNUCK  
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED  
REFER OVERLEAF

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL**

**WEDNESDAY, 17 MAY 2017**

**BUSINESS TO BE CONSIDERED**

**1. PRAYER**

**2. ACKNOWLEDGEMENT OF COUNTRY**

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

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

**4. APOLOGIES**

**5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

- Minutes of the Ordinary Meeting of Council – 3 May 2016

**6. ACTION REPORT FROM THE MINUTES**

**7. REPORTS FROM OFFICERS**

**PART A For Determination**

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

**PART B For Information**

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

**PART C For Information**

**8. MATTERS OF URGENCY**

**9. QUESTIONS ON NOTICE**

**TABLE OF CONTENTS**  
**17 MAY 2017**

<b>OFFICERS' REPORTS – PART A – FOR DETERMINATION.....</b>	<b>3</b>
<b>GOVERNANCE .....</b>	<b>3</b>
1. REVISED BUSINESS CONTINUITY PLAN.....	3
2. 2016/2017 DELIVERY PLAN – REPORT AS AT 31 MARCH 2017 .....	5
3. REFORMATTING OF COUNCIL'S ANNUAL RATES NOTICE TO ALLOW FOR GENERAL RATES AND OTHER CHARGES TO BE ON A SEPARATE NOTICE FROM WATER AND SEWERAGE CHARGES .....	9
4. POLICY DEVELOPMENT – LOCAL PREFERENCE PURCHASING POLICY .....	12
5. CONSIDERATION OF WITHDRAWAL FROM RIVERINA AND MURRAY REGIONAL ORGANISATION OF COUNCILS .....	14
6. ANNUAL LEAVE – GENERAL MANAGER .....	16
7. DRAFT DISABILITY INCLUSION ACTION PLAN .....	18
8. AUDIT, RISK AND IMPROVEMENT COMMITTEE – CONTRACT MANAGEMENT PLANNING .....	20
9. JINDERA INDUSTRIAL ESTATE – CONSIDERATION OF HOLDING COSTS.....	22
<b>CORPORATE AND COMMUNITY SERVICES .....</b>	<b>25</b>
1. DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021 .....	25
2. INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 ....	39
3. CLOSURE AND SALE OF UNUSED LANE – MUNRO STREET, CULCAIRN .....	49
4. DETERMINATION OF LOCAL GOVERNMENT REMUNERATION TRIBUNAL - MAYOR'S AND COUNCILLORS' FEES .....	51
<b>ENGINEERING .....</b>	<b>53</b>
1. RECONSTRUCTION OF HUESKE ROAD (CH2000 – 2838), JINDERA.....	53
2. FLOOD DAMAGE 2016 FUNDING UPDATE.....	55
3. INNOVATION FUND APPLICATION – ELECTRONIC FLEET MANAGEMENT .....	57
4. NAMING OF ALBURY STREET BRIDGE HOLBROOK.....	59
5. ADOPTION OF WALLA WALLA FLOOD STUDY .....	61
6. CONSTRUCTION OF HOLBROOK WORKS DEPOT .....	63
7. RESPONSE TO QUESTION ON NOTICE - COUNCILLOR STEWART, CONSTRUCTION OF CULVERT ON SWEETWATER ROAD.....	66

**TABLE OF CONTENTS**  
**17 MAY 2017**

<b>ITEMS TO BE REFERRED TO CLOSED COUNCIL (COMMITTEE OF THE WHOLE) .....</b>	<b>68</b>
1. <b>RESPONSE TO QUESTION ON NOTICE – SHEEP IMPOUNDING.....</b>	<b>68</b>
<b>PART B - ITEMS FOR INFORMATION .....</b>	<b>69</b>
<b>GOVERNANCE .....</b>	<b>69</b>
1. <b>OFFICE OF LOCAL GOVERNMENT CIRCULARS.....</b>	<b>69</b>
2. <b>LOCAL GOVERNMENT NEW SOUTH WALES (LGNSW) – WEEKLY CIRCULARS....</b>	<b>69</b>
3. <b>TOURISM AND PROMOTIONS OFFICER’S REPORT .....</b>	<b>70</b>
<b>CORPORATE AND COMMUNITY SERVICES .....</b>	<b>71</b>
1. <b>CUSTOMER REQUEST MODULE – SUMMARIES OF MONTHLY REQUESTS.....</b>	<b>71</b>
2. <b>STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 30 APRIL .....</b>	<b>71</b>
3. <b>HUMAN RESOURCES REPORT FOR APRIL 2017.....</b>	<b>71</b>
<b>ENGINEERING .....</b>	<b>72</b>
1. <b>APRIL 2017 REPORT OF WORKS .....</b>	<b>72</b>
2. <b>WATER &amp; SEWER REPORT – APRIL 2017 .....</b>	<b>75</b>
<b>ENVIRONMENT AND PLANNING .....</b>	<b>76</b>
1. <b>DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF MARCH 2017</b>	<b>76</b>
2. <b>SENIOR WEEDS OFFICER’S REPORT – APRIL 2017.....</b>	<b>76</b>
3. <b>RANGER’S REPORT – APRIL 2017.....</b>	<b>77</b>
<b>PART C – COMMITTEE AND DELEGATE REPORTS.....</b>	<b>79</b>

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

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

### **1. REVISED BUSINESS CONTINUITY PLAN**

**Report prepared by Risk & WHS Coordinator – Di Snow**

#### **REASON FOR REPORT**

To present the revised Business Continuity Plan/Procedure for implementation.

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

Strategy 7.5      Minimise risk and ensure continuity of critical business functions.  
Action 7.5.4.1    Implement and regularly test Council's business continuity strategy

#### **DISCUSSION**

In keeping with legislative requirements, insurer expectations and sound business practice, ongoing review and development of Council's Risk and WHS Management System contributes to Council's continuous improvement. As an outcome, Council has developed a revised Business Continuity Plan/Procedure (BCP) and a suite of supporting tools to guide Council during the management of a business continuity event.

The currency of Council's existing Business Continuity Plan was also raised as part of the internal audit of the IT Systems review.

These resources have been developed by Council following an insurer-facilitated risk analysis, which identified our most vulnerable assets/services during a business continuity event and what strategies would be required to continue operating with minimal disruption or downtime.

Council's existing policy 'Disaster Recovery Policy and Continuity Business Plan' is no longer current and the newly developed draft plan/procedure and related documents are intended to replace it.

It is proposed that the draft plan/procedure will sit under the existing 'Risk Management Policy' as a procedure in Council's electronic document management system; InfoXpert. The suite of supporting tools will also reside in their respective areas within InfoXpert; however, a dedicated folder has been created which houses links to all of the BCP documentation for easy reference during a business continuity event.

Following implementation, it is intended to provide training for the Continuity Management Team and Support Group in the procedure and supporting tools, then conduct scenario testing to determine if further improvement may be required.

A copy of the existing policy is attached as **ANNEXURE 1** along with a copy of the revised draft plan/procedure.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

REVISED BUSINESS CONTINUITY PLAN [CONT'D]

**BUDGET IMPLICATION**

4 x BC Kits – one for each Emergency Response Centre \$1700

Identified improvements to IT infrastructure:

- Disaster Recovery Server Room electrical \$1053
- Disaster Recovery Server Room construction \$6950
- Disaster Recovery Server Room air conditioning \$2595

Estimated Total \$12,298

Some of the expenditures required will be funded from 2016/2017 budget allocations with the remainder included in the 2017/2018 Estimates of Income and Expenditure.

**CONCLUSION**

The revision of the Business Continuity Plan was overdue for completion and was also raised during recent internal audit of IT Systems and therefore it is recommended that Council adopt the revised Business Continuity Plan/Procedure.

**RECOMMENDATION**

That the revised Business Continuity Plan/Procedure as presented in **ANNEXURE 1** be adopted.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**2. 2016/2017 DELIVERY PLAN – REPORT AS AT 31 MARCH 2017**

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

**REASON FOR REPORT**

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

**REFERENCE TO DELIVERY PLAN ACTIONS**

Statutory matter.

**DISCUSSION**

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

**ENCLOSED SEPARATELY** with the agenda is the report to 31 March 2017, detailing key actions contained in the 2016/2017 Delivery Plan and achievements to 31 March.

It was reported at the December review that Council had considered 14 tenders with a value of \$5.88m. Since that time one additional tender has been accepted and two projects retendered. The remaining project is being completed internally by Council.

Of the 11 tenders accepted and the project being completed by Council, three projects have been completed, four have been substantially completed, 3 substantially commenced. The remaining two projects are yet to start but are expected to be completed by the end of the financial year.

Highlights of the nine month period to 31 March 2017 are included below:

**Governance and Corporate and Community Services**

- New tourism website – [visitgreaterhume.com.au](http://visitgreaterhume.com.au)
- Community Museums Strategic Plans finalised
- Community Museums Diversity Project well underway and will be launched in June 2017
- Community Museum Sum of Us Exhibition Trail launched on 8 February 2017 by Member for Albury, Mr Greg Aplin
- Visitor Information Centre given Highly Commended for Visitor Services at NSW Regional Tourism Awards 2016
- New Voluntary Curator appointed for Holbrook Submarine Museum
- Business Directory – website listing live and draft printed version
- Ageing with Grace – promotional flyer
- Shire Wide Shire Pride – Jill's Cuisine
- Stand for Greater Hume Shire Council campaign video
- AR Bluett Award - submission and video
- Establishment of a Loose Fill Asbestos Insulation Support Group
- StateWide Risk Management Action Plan - 2015/16 completed plan reviewed and approved by SW Regional Risk Manager for incentive payment:
- StateWide RMAP 2016/17 - developed, approved and submitted to insurer

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

2016/2017 DELIVERY PLAN – REPORT AS AT 31 MARCH 2017 [CONT'D]

- StateWide - Business Continuity Plan (BCP) - facilitated workshop to commence staged-work with updating of GHSC's BCP and Sub Plans
- Significant training undertaken across the organisation
- Continuation of policy/procedure development and implementation
- Tenders called for Jindera MSO project
- Financial Statements completed and lodged. One of the first ten councils in the State
- Commenced development of Disability Inclusion & Access Plan
- Library & Youth Services Trainee finalist in Trainee of the Year Award
- Member of GHSC Youth Advisory Committee appointed to NSW Youth Advisory Council
- Completion of financial statements with unqualified audit and 9<sup>th</sup> council in NSW to submit statements to OLG
- Jindera MSO Community Centre tender finalised and construction commenced
- Substantial development of Disability Inclusion Action Plan commenced as part of a joint partnership with Snowy Valleys Council
- Greater Hume Community Housing Committee established
- 2016 Community Grants program completed with record number of applications received
- Two internal audit projects commenced – Procurement & Tendering Review and IT Systems review
- Completion and adoption of the Economic Development and Social Plan
- Completion and distribution of the Buy Local Directory
- Significant liaison with members of the Holbrook community impacted by Loose Fill Asbestos Insulation and State Government departments.

### **Engineering**

- Tender documentation prepared and contract let for reconstruction of Raymond Street, Holbrook
- Tender documentation prepared for Jindera Industrial Estate, Jelbart Road intersection, Henty Streetscape, Jindera Street/Adams Street pavement construction and associated works, Commercial Street, Walla Walla and the Service Pit at the Culcairn Works Depot
- Purchase of two Construction Graders
- Raymond St Reconstruction Albury to Bond St
- Henty Pleasant Hills Rd Reconstruction Henty Ryan Rd to Stolls Lane
- Kywong – Howlong Road Widening 5km south of Brocklesby (Repair Program)
- Victoria St Culcairn Gordon to Munro St
- Fairburn Road Cutting Widening
- Completion of new Toilet Facility at Gerogery.
- Survey Design and Tenders awarded for:
  - Reconstruction of Commercial St Walla Rail crossing to Railway Street)
  - Reconstruction of Jindera St (Adams St to end)
  - Construction of Jelbart Rd Turning Lane
- 2016/17 Gravel Resheeting Program Completed
- Extensive maintenance completed on road network due to wet winter and flooding



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

2016/2017 DELIVERY PLAN – REPORT AS AT 31 MARCH 2017 [CONT'D]

- \$2.2 Million Natural disaster claim developed and submitted for repairs to road network
- Installation box culverts and 1km road widening reconstruction Coach Rd, Gerogery
- 2km road widening and rehabilitation on Cummings Road.
- Construction of major culvert and sediment control Sweetwater Road, Mullengandra
- Road works and replacement kerb and gutter and footpath Commercial St, Walla Walla
- Construction turn lane on Jindera Gap at Jelbart Rd
- Road works and replacement kerb and gutter and footpath Bowler St, Holbrook.
- Adams St footpath at the village green
- Kerb and gutter and road works, including bus-turn at Jindera Early Learning Centre, Jindera St, Jindera
- Floodgate installed in Gamble St, Culcairn
- Sewer works and road construction - 15 Lot subdivision Jindera Industrial Estate
- 1.6km road works and installation culverts south The Rock, Olympic Highway(MR78)
- Heavy patching Olympic Highway (MR78) and Tumberumba Rd (MR284)
- Sealing on various Local, Regional and State Roads under Council's Spray Sealing Contract
- Roadside Slashing
- Town improvement works at Burrumbuttock

**Environment and Planning**

- Opening of the Greater Hume Shire Community Recycling Centre;
- Calling for tenderers for the construction of the Henty Swimming Pool Buildings, Holbrook Swimming Pool Building and the Pool facility
- Sought a Gateway determination from the Department of Planning and Environment for Lot 7 DP240938 Pioneer Drive Jindera and Lot 4 and 6 in DP240938 and Lot 30 and 31 in DP 1062153 Pioneer Drive and Urana Road Jindera.
- Developed an updated Contaminated Lands Policy.
- Completion of works to demolish the Holbrook Council Offices, restoration of Hall supper room floor and landscaping.
- Completion of the South Jindera Master plan
- Exhibition of Planning Proposals for the Jindera Master Plan area and an adjacent area on Pioneer Drive
- Completion of the new swimming pools at the Henty swimming pool complex
- Awarding of tender for the new amenities building at the Henty Swimming Pool
- Awarding of tender for the construction of new swimming pools at the Holbrook Swimming Pool
- Awarding of tender for the new amenities building at the Holbrook Swimming Pool
- Upgrading of the Holbrook landfill to better manage the water runoff from the site.
- Renewed floor at Gerogery Hall.
- Greater Hume Shire LEP amended to change the minimum lot size for Jindera Master Plan area and the minimum lot size and zoning of an adjacent area on Pioneer Drive.
- Commencement of the new amenities building at the Henty Swimming Pool
- Commencement of construction for new swimming pools and amenities building at the Holbrook Swimming Pool

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

2016/2017 DELIVERY PLAN – REPORT AS AT 31 MARCH 2017 [CONT'D]

It should be noted that the achievements above, particularly over the last quarter have been achieved with significant staff shortages caused by difficulty in recruitment or illness.

A major focus for the remainder of the financial year will be the completion and/or substantial commencement of the remaining major capital projects along with the implementation of actions to improve Council's communication and responsiveness following consideration of the 2016 Customer Satisfaction Survey by Council.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

It is Management's view that Council has made satisfactory progress towards the achievement of Performance Targets included in the 2016/2017 Delivery Plan during the first nine months of the financial year.

**RECOMMENDATION**

The report be received and noted.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**3. REFORMATTING OF COUNCIL'S ANNUAL RATES NOTICE TO ALLOW FOR GENERAL RATES AND OTHER CHARGES TO BE ON A SEPARATE NOTICE FROM WATER AND SEWERAGE CHARGES**

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

**REASON FOR REPORT**

To provide Councillors with an update on the progress of issuing a separate rate notice for water and sewerage services from 1 July 2017.

**REFERENCE TO DELIVERY PLAN ACTION**

Nil

**DISCUSSION**

At the April meeting of Council a report on issuing a separate rate notice for water and sewerage annual charges was presented for consideration.

The following was resolved:

**MOTION** [Quinn/Hicks]

*That Council officers commence with the proposition of preparing a separate rate notice for water and sewerage undertakings for the 2017/2018 rating year.*

*AMENDMENT* [Osborne/O'Neill]

*That Council officers commence discussions with Civica and bring back to the next Council meeting on 3 May 2017 a report as to a time frame for the implementation of a separate rate notice for water and sewerage charges.*

***ON BEING PUT TO THE VOTE THE AMENDMENT WAS LOST ON CASTING VOTE OF THE CHAIRPERSON.***

*Cr Schilg left the meeting room at 7.19pm.*

***ON BEING PUT TO THE VOTE THE MOTION WAS CARRIED.***

Unfortunately it was not possible to present a report to the meeting held on 3 May as pertinent information was still outstanding at that time. This information is now to hand.

At the April meeting it was advised that the estimated cost to for a Civica consultant, on a fee for service basis, to carry out the implementation would be in the range of \$7,500 - \$10,000.

Since the April meeting, Council's rating staff contacted an alternate contractor Bob Sonter of Seaview IT Solutions to undertake the tasks involved on Council's behalf. Mr Sonter has contracted to Council previously and has the skills to complete required tasks in the timeframe required, with one exception which will be discussed below.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

REFORMATTING OF COUNCIL'S ANNUAL RATES NOTICE TO ALLOW FOR GENERAL RATES AND OTHER CHARGES TO BE ON A SEPARATE NOTICE FROM WATER AND SEWERAGE CHARGES [CONT'D]

The cost of the work to be undertaken by Seaview IT Solutions is \$6,045 exc. GST. A copy of the proposal from Seaview IT Solutions has been **ENCLOSED SEPARATELY** for Councillors information.

One of the issues raised at the April meeting was the complexity of generating a separate notice for sewerage services for Greater Hume Shire residents that are supplied with water from Riverina Water. This issue has also been raised by Seaview IT Solutions.

The main issue is that ratepayers supplied with water by Greater Hume (Villages and Culcairn Water Schemes) already have a water account for usage charges to which water and sewerage annual charges will now be included for residents of Culcairn and Jindera and part of Burrumbuttock.

Seaview IT Solutions have recommended that due to the timing, complexity and possible lack of benefit to Council or customers; sewerage annual charges remain on rate notices for Riverina Water consumers (e.g. Henty, Holbrook and Walla Walla) at this stage. This could then be further reviewed during the 2017/2018 Financial Year.

It is recommended that the implementation and ongoing costs be charged proportionately to the Water and Sewerage Funds.

**BUDGET IMPLICATION**

The implementation costs will be \$6,045 exc. GST for Seaview IT Solutions to complete the necessary changes. It will also result in an additional cost to Council of \$500 - \$800 per quarter to print the extra notices. There also is an additional 'one off' charge to redesign the notice of approximately \$500.

**CONCLUSION**

Management has ascertained that the issuance of separate notices for water and sewerage charges is achievable for ratepayers on the Villages and Culcairn Water Scheme, however is significantly more difficult to issue a separate sewerage notice for GHSC ratepayers supplied by Riverina Water.

Accordingly it is recommended that separate notices for water and sewerage services for consumers of the Village and Culcairn Water Schemes be issued and for ratepayers that are supplied from Riverina Water County Council it be deferred pending further investigation.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

REFORMATTING OF COUNCIL'S ANNUAL RATES NOTICE TO ALLOW FOR GENERAL RATES AND OTHER CHARGES TO BE ON A SEPARATE NOTICE FROM WATER AND SEWERAGE CHARGES [CONT'D]

**RECOMMENDATION**

That:

1. Council endorse the engagement of Seaview IT Solutions at a cost of \$6,045 exc. GST to undertake software amendments to enable Water and Sewerage Annual Charges to be levied on a separate notice for consumers of the Villages and Culcairn Water Schemes from 1 July 2017.
2. Council levy sewerage annual charges on the rates notice for Greater Hume Shire ratepayers that are consumers of Riverina Water (e.g. Henty, Holbrook and Walla Walla) for the 2017/2018 Financial Year.
3. Council review the advantages/disadvantages of producing a separate notice for sewerage charges for ratepayers of Henty, Holbrook and Walla Walla during the course of the 2017/2018 Financial Year.
4. That the implementation and ongoing costs of issuing separate notices for water and sewerage annual charges be allocated proportionately to the Water and Sewerage Funds.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**4. POLICY DEVELOPMENT – LOCAL PREFERENCE PURCHASING POLICY**

**Report by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

To present the Draft Local Preference Purchasing Policy following a Question on Notice submitted by Cr Meyer to the December 2016 meeting of Council.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Strategy 9.3 – To grow our existing businesses

**DISCUSSION**

At the December meeting of Council Cr Meyer submitted the following Question on Notice:-

*Cr Meyer requested that staff provide a report to Council that identifies matters for consideration relating to the inclusion of local purchasing mechanisms in Council's Procurement Policy and tendering assessment provisions.*

In developing a policy a number of similar policies have been reviewed from other local government authorities across the State.

The policy developed has the following characteristics:

1. Provides significant preference to local businesses for low cost purchases.
2. Is a two tiered system for purchases less than \$100,000 and purchases over \$100,000 where public quotations must be sought.
3. Considers quotations/tenders provided by local businesses and businesses external to the Shire using the goods and/or services of local businesses.
4. In all circumstances the local preference amounts to 5%

A copy of the draft Local Preference Purchasing Policy is attached as **ANNEXURE 2** for Council's consideration.

In developing a policy of this nature it is always important to consider whether there are any unintended consequences and the Writer has identified one possible area; real estate transactions.

If the policy is rigidly enforced then all real estate transactions would be handled by agents domiciled within the Shire (Elders, Landmark, Rodwells and Ag'n'Vet) which could be at the detriment of at least three Albury based Agents where their principals have significant holdings within the Shire. In the past there have been other businesses that also fall into this category.

Notwithstanding the above it is the Writer's view that the draft Local Preference Purchasing Policy provides a balance between supporting local businesses and obtaining best value for Council.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

POLICY DEVELOPMENT – LOCAL PREFERENCE PURCHASING POLICY [CONT'D]

**BUDGET IMPLICATIONS**

It is likely that implementation will have some impact on the budget, particularly higher valued purchases and contracts however this will be monitored and subject to a future report to Council if required.

**CONCLUSION**

It is the Writer's view that the draft Local Preference Purchasing Policy provides a balance between supporting local businesses and obtaining best value for Council.

**RECOMMENDATION**

That:

1. The draft Local Preference Purchasing Policy be adopted and placed on public exhibition for a period of 21 days.
2. A further report be submitted to the June meeting to consider any submissions received on the draft Local Preference Purchasing Policy.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**5. CONSIDERATION OF WITHDRAWAL FROM RIVERINA AND MURRAY REGIONAL ORGANISATION OF COUNCILS**

**Report by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

For Council to consider a Management recommendation to withdraw from the Riverina and Murray Regional Organisation of Councils.

**REASON FOR REPORT**

Strategy 2.4 – To be as effective as possible within our funding constraints

**DISCUSSION**

Since the formation of Greater Hume Shire Council in 2004, Council has been an member of both the Riverina Eastern Regional Organisation of Councils (REROC) and the Riverina and Murray Regional Organisation of Councils (RAMROC).

In 2013 Council considered withdrawing from RAMROC however this decision was deferred when the NSW Independent Local Government Review Report (the Report) was released in October of that year. The Report recommended that Greater Hume Shire Council form part of a Joint Organisation (JO) to be known as the Upper Murray JO consisting of the Local Government areas of Albury, Greater Hume, Corowa and Urana Councils (now Federation Council).

Whilst there are benefits of being in two regional organisations there is the additional membership cost to RAMROC (\$9,178.95 in 2016/2017 – 50% of formula based costing) along with the cost and difficulty in senior and managerial staff attending regular meetings of both organisations (e.g. General Manager/Executive meetings, Engineering, Waste, Planning etc.).

Further, Council has previously resolved to seek membership of the Riverina JO based around the REROC Councils rather than a JO based on the RAMROC footprint.

Previously the local government sector has been advised that Joint Organisations would not come into effect until after the September 2017 (at the earliest) elections for merged Councils. Accordingly it is the view of the Writer that there is little point in maintaining membership of both organisations.

Section 43 – Termination of Membership of the agreement between the Riverina and Murray Regional Organisation of Council and member councils' states the following:

*A council may cease to be a member of the Committee by giving not less than six (6) months notice of termination to the Committee. A council's membership may also be automatically terminated as a result of Local Government re-structuring and the council's consequent dissolution. When such termination of a council's membership takes effect, this Agreement remains in force between the remaining members of the Committee.*

It is proposed that Council provide notice of termination with an effective date of 31 December 2017.



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

CONSIDERATION OF WITHDRAWAL FROM RIVERINA AND MURRAY REGIONAL ORGANISATION OF COUNCILS [CONT'D]

From an operational perspective the Writer has already advised RAMROC of the decision to withdraw from the Murray Waste Group so that future activities will be based on programs offered by the REROC Waste Group.

**BUDGET IMPLICATIONS**

In the 2016/2017 Financial Year Council made a contribution to RAMROC of \$9,178.95 and which would become an annual saving from the 2018/2019 Financial Year. In 2017/2018 Council would have an obligation under the existing agreement to contribute six months of the annual fee estimated at \$4,600.00.

**CONCLUSION**

As Council has previously committed to participating in a Riverina Joint Organisation and when taking into consideration the operational costs of participating in two Regional Organisations of Councils it is appropriate that Council concentrate its commitment with the Riverina Eastern Organisation of Councils.

**RECOMMENDATION**

That in accordance with section 43 of the Agreement between the Riverina and Murray Regional Organisation of Councils and member Council Greater Hume Shire Council provide notice of its intention to withdraw from Riverina and Murray Regional Organisation of Councils effective 31 December 2017.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**6. ANNUAL LEAVE – GENERAL MANAGER**

**Report by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

For the General Manager to advise Council of the outcome of Expressions of Interest from Greater Hume Shire Council Directors to act in the role of General Manager.

**DISCUSSION**

At the March meeting of Council the following was resolved:

*"That expressions of interest be sought for the position of Acting General Manager for a period of up to 10 working days and that for periods in excess of 10 days that a locum General Manager be sought."*

Expressions of Interest were sought from all three Directors, David Smith, Greg Blackie and Colin Kane. Both the Director Engineering, Greg Blackie and Director, Environment and Planning, Colin Kane expressed a keen interest in relieving in the position of General Manager whilst David Smith declined to express an interest at this time.

Whilst it had been past practice for the General Manager to put an information report to Council in relation to who would be acting in the position of General Manager in his absence, it is considered more appropriate that the Mayor's delegation be amended to enable the appointment of a General Manager for a period of up to 10 working days. For periods in excess of 10 working days a further report would be submitted to Council in the spirit of the resolution above.

It is the Writer's view that the General Manager should make a recommendation to the Mayor as to the most appropriate Director to act in the position of General Manager based on any relevant factors at the time (e.g. existing Director workloads).

The Mayor has approved leave for the General Manager for the following dates:

Monday 3 July – Sunday 16 July – 10 working days

Thursday 24 August – Sunday 3 September – 7 working days

Monday 6 November – Sunday 19 November – 10 working days

The appointment of an Acting General Manager will be required for these periods of leave.

The ability for senior staff of Council to act in the position of General Manager provides an excellent professional development opportunity as well as providing a cost effective solution for Council.

**BUDGET IMPLICATIONS**

Nil at this time, as increments in Directors salaries to reflect the additional duties when acting in the position of General Manager are included in recurrent budgets.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

ANNUAL LEAVE – GENERAL MANAGER [CONT'D]

**CONCLUSION**

Amending the Mayoral delegations to allow that position to appoint an Acting General Manager for a period of not more than 10 working days is an effective method for a short term appointment. Appointments of more than 10 working days will be referred to Council approval.

In addition the ability for senior staff of Council to act in the position of General Manager provides an excellent professional development opportunity as well as providing a cost effective solution for Council.

**RECOMMENDATION**

That:

1. The following amendment be made to the Mayoral delegation:  
*Appointment of an Acting General Manager for a period of up to 10 working days following a recommendation from the General Manager.*
2. Where possible an information report be submitted to Council on such appointments prior to the appointments taking affect.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**7. DRAFT DISABILITY INCLUSION ACTION PLAN**

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

**REASON FOR REPORT**

To provide the final draft of the Council's Disability Inclusion Action Plan (DIAP) to go on public display for 28 days.

**REFERENCE TO DELIVERY PLAN ACTION**

Strategy 5.5 To maintain our health and aged care services.

**DISCUSSION**

The Disability Inclusion Act (2014) requires all government departments and certain public authorities, including councils, in NSW to have a Disability Inclusion Action Plan (DIAP) implemented by 1 July 2017.

It is a requirement that disability inclusion action planning be positioned as core business and incorporated into the Integrated Planning and Reporting (IP&R) cycle so that councillors and council staff at every level consider the inclusion of people with disabilities throughout all areas of council's activities.

In October 2016 Greater Hume Shire and Snowy Valleys Councils joined together to work collaboratively on the development and implementation of their respective DIAPs. A steering committee and project teams were formed to develop the plans and Greater Hume Council commenced extensive community consultation with people with a disability and their carers across the shire in the form of focus groups and surveys.

Council staff were also consulted both by survey and a presentation at the All Staff Day on 4 May 2017.

All stakeholders were given the opportunity to provide feedback and suggestions on the draft DIAP which has been collated and presented in the final draft. Actions from the DIAP will inform the Community Strategic Plan currently under review. A copy of the draft DIAP is **ENCLOSED SEPARATELY** for Councillors information.

**BUDGET IMPLICATION**

Financial implications are outlined in the Action Plan contained in the DIAP.

**CONCLUSION**

Following extensive community consultation primarily with people with disabilities and their carers, the first draft of the DIAP was presented to all stakeholders. Feedback received from stakeholders has been added to the DIAP and the final draft is now presented for Council endorsement for public exhibition. Following the closure of the exhibition and consideration of any submissions received the final DIAP will be presented for adoption at the June council meeting.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DISABILITY INCLUSION ACTION PLAN [CONT'D]

**RECOMMENDATION**

That:

1. the draft Disability Inclusion Action Plan be endorsed by Council and placed on public exhibition for a period of 28 days and
2. any submissions received be considered prior to the adoption of the Disability Inclusion Action Plan at the ordinary Council Meeting to be held on Wednesday, 21 June 2017.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**8. AUDIT, RISK AND IMPROVEMENT COMMITTEE – CONTRACT MANAGEMENT PLANNING**

**Report by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

To update Council on progress made towards achievement of recommendations included in the internal Audit of Contract Management.

**DISCUSSION**

Last year one of the internal audit topics was Contract Management which resulted in 7 recommended actions.

The development of a Contract Management Plan and Procedures was a key recommendation of the audit and if adhered to by staff will address five recommendations.

Over the past three months significant resources have been invested in developing comprehensive Contract Management Procedures and supporting documentation.

The documentation developed to date includes:

- Contract Management Procedures
- Contract Management Plan form
- Contract Variation form and
- Key Performance Measurement form

The contract management documents have been **ENCLOSED SEPARATELY** for Councillors information.

The key outcome from the implementation of formalised Contract Management Procedures is to ensure that Council consistently gets 'best value for money' by:

- Ensuring resources are used effectively
- Ensuring goods and/or services are delivered in accordance with the terms and conditions of the contract.
- Both parties to the contract meet their respective obligations
- A formal review is undertaken at the conclusion of the contract.

The documents have been distributed to relevant staff for comment and is about to move into the testing phase.

**BUDGET IMPLICATIONS**

There are no additional costs to implement the procedures and it is anticipated that adherence to the procedures will ensure that Council manages major projects in a manner that will deliver best value.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

AUDIT, RISK AND IMPROVEMENT COMMITTEE – CONTRACT MANAGEMENT PLANNING  
[CONT'D]

**CONCLUSION**

The implementation of structured contract management procedures will ensure that Council uses its resources in an efficient and effective manner ensuring overall best value for Council.

**RECOMMENDATION**

That the report be received and noted.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**9. JINDERA INDUSTRIAL ESTATE – CONSIDERATION OF HOLDING COSTS**

**Report by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

To respond to an enquiry by Cr Quinn at the April meeting (when considering the tender for the reticulation of electricity at the Estate) concerning potential holding costs of unsold Lots at the Jindera Industrial Estate.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Strategy 9.2 To provide the supporting infrastructure, facilities and services to attract businesses and new employees

Action 9.2.3.1 Continue to plan for industrial releases

**DISCUSSION**

At the April meeting, when considering the tender for the cost of reticulating electricity at the estate) Cr Quinn enquired concerning the potential holding costs of unsold Lots at the Estate.

In providing a response to this enquiry the Writer has assessed the impact on Council's Reserves, cash flow and what holding costs should be taken into consideration. A Net Present value analysis of future cash flows has not been undertaken as part of this review.

A comprehensive report on the development of the Jindera Industrial Estate was presented to the December 2016 meeting and an update report to the February 2017.

Based on a simple income versus expenditure analysis the Estate when fully sold will result in an excess of income over expenditure of \$270,170 (\$1,837,593 - \$1,567,423).

At the 30 June 2016 an amount of \$840,000 was held in the Land Development Reserve and during the 2016/2017 Financial Year it is estimated the additional costs of development will be \$940,000 which (assuming no sales are completed before 30 June 2017) will result in a cash shortfall in the Land Development Reserve of \$100,000. This, however will be recouped when sales of initial Lots are completed. Presently Council has commitments for five Lots with a total value of \$504,000.

Initial interest in the Jindera Industrial Estate has exceeded expectations.

In assessing the holding costs, rates and charges payable have not been taken into consideration as these payments are made to Council and the income would not have been generated if the subdivision not undertaken. There is no actual cash outflow or forgone revenue as opposed to a private Developer who would be required to make payment to Council.

Therefore the holding costs taken into consideration are interest revenue forgone and maintenance of unsold allotments.



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

JINDERA INDUSTRIAL ESTATE – CONSIDERATION OF HOLDING COSTS [CONT'D]

<b>Jindera Industrial Estate - Holding Cost Analysis</b>									
<b>Cost of development \$ 1,567,423</b>									
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Year 6</b>	<b>Year 7</b>	<b>Year 8</b>	<b>Total</b>
<b>Remaining Costs outstanding</b>	\$1,567,423	\$1,063,423	\$893,163	\$722,903	\$552,643	\$382,383	\$268,876	\$155,370	
<b>Revenues</b>	\$504,000	\$170,260	\$170,260	170,260	\$170,260	\$113,507	\$113,506		\$1,412,053
<b>Costs outstanding year end</b>	\$1,063,423	\$893,163	\$722,903	552,643	\$382,383	\$268,876	\$155,370	\$155,370	
Lots sold	5	1.5	1.5	1.5	1.5	1	1		13
Interest rate	2.75%	2.75%	3.00%	3.25%	3.50%	3.50%	3.50%	3.50%	
Interest forgone	\$29,244	\$26,903	\$24,241	\$20,728	\$16,363	\$11,397	\$7,424	\$5,438	\$141,738
Maintenance	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$1,000	\$1,000	\$12,000
<b>Total Holding costs</b>									<b>\$153,738</b>
<b>Assumptions</b>									
Interest rate as per Long Term Financial Plan									
Completion of 5 sales currently committed early in 2017/2018 Financial Year									
Assumes holding two Lots for future road construction if estate expanded									

The area being retained by Council for future road construction is a total of 16,828 sqm. and has an estimated market value of \$425,540 (exc. GST). It should be noted however that if a decision is made to expand the industrial estate in the future, of the 16,828 sqm. held, approximately 8,000 sqm. would be available for sale after the road connections are finalised.

At the completion of the sale of 13 Lots currently available the Reserve balance would be approximately \$1.3 million if none of the funds were deployed for other growth opportunities.

**BUDGET IMPLICATIONS**

Overall the project is cash flow positive and the Reserve is estimated to have a balance of \$400,000 by the end of the 2017/2018 Financial Year rising to \$1.3 million by 2025/2026.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

JINDERA INDUSTRIAL ESTATE – CONSIDERATION OF HOLDING COSTS [CONT'D]

**CONCLUSION**

The initial interest in the Jindera Industrial Estate has exceeded expectations and the progressive sale of land in the Estate will provide Council with the financial capacity to consider growth opportunities in other parts of the Shire if deemed appropriate.

**RECOMMENDATION**

That the report be received and noted

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

## **CORPORATE AND COMMUNITY SERVICES**

### **1. DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021**

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

#### **REASON FOR REPORT**

To present the 2017/2021 Draft Delivery Program incorporating Resourcing Strategy, 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 \$27,140 for the 2017/2018 financial year.

The estimates of income and expenditure have been prepared on the basis of increasing general rate revenue by 7.15% in accordance with Council's approved Special Rate Variation.

#### **Overall Budget Position**

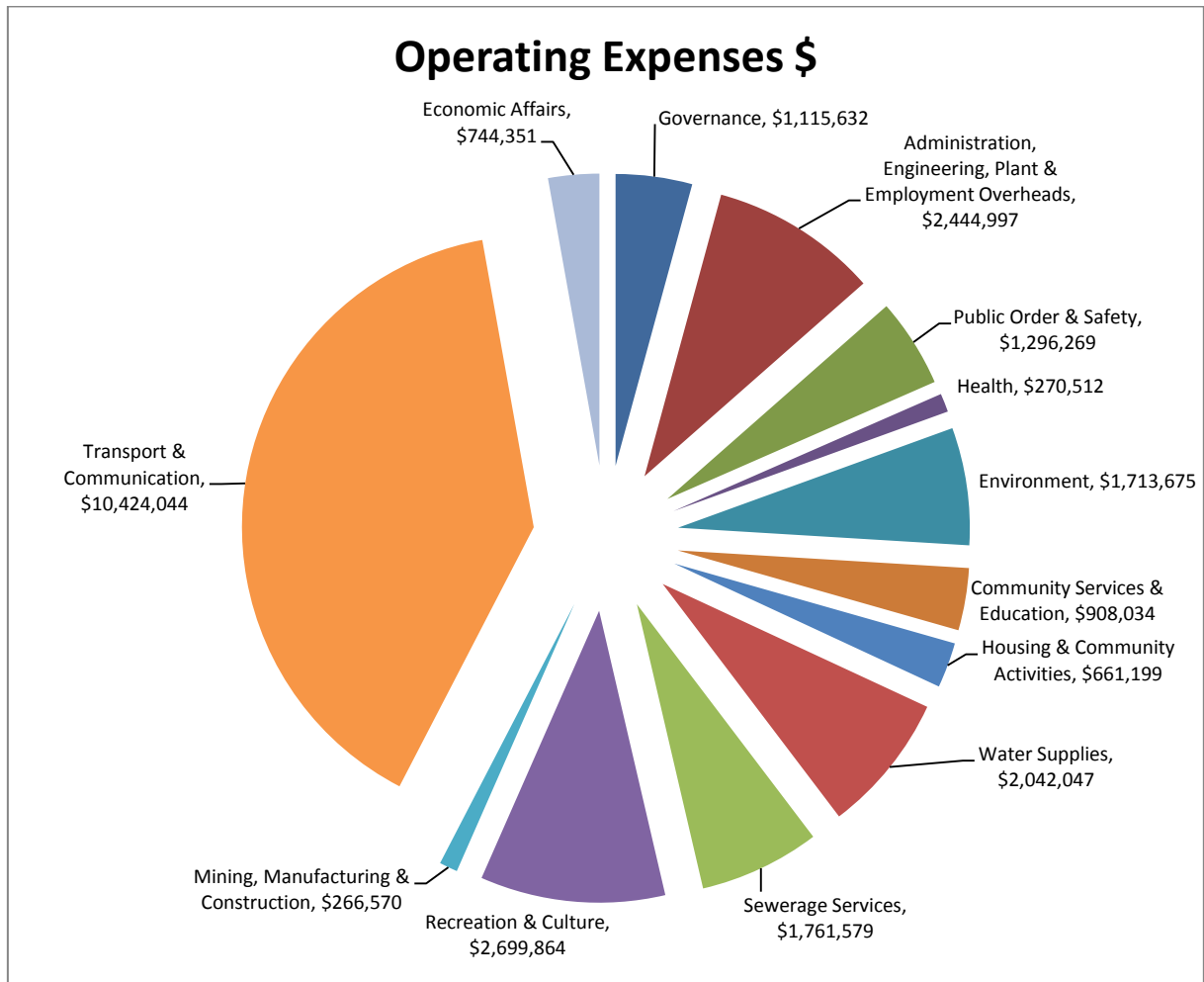
The Table below outlines Council's financial position for period 2016/2017.

Operating Revenue	\$ 25,968,924
Capital Revenue	\$ 2,110,563
Loan Funds Raised	\$ 250,000
<b>Sub total</b>	<b>\$ 28,329,487</b>
Less:	
Operating Expenditure	\$ 26,348,773
Capital Expenditure (inc loan repayments)	\$ 10,608,492
Non Cash Depreciation contra	\$ - 7,794,201
<b>Sub Total</b>	<b>\$ 29,163,064</b>
Transfer (To) /From Reserves and Unexpended Grants	\$ 860,717
<b>Surplus / (Deficit)</b>	<b>\$ 27,140</b>

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

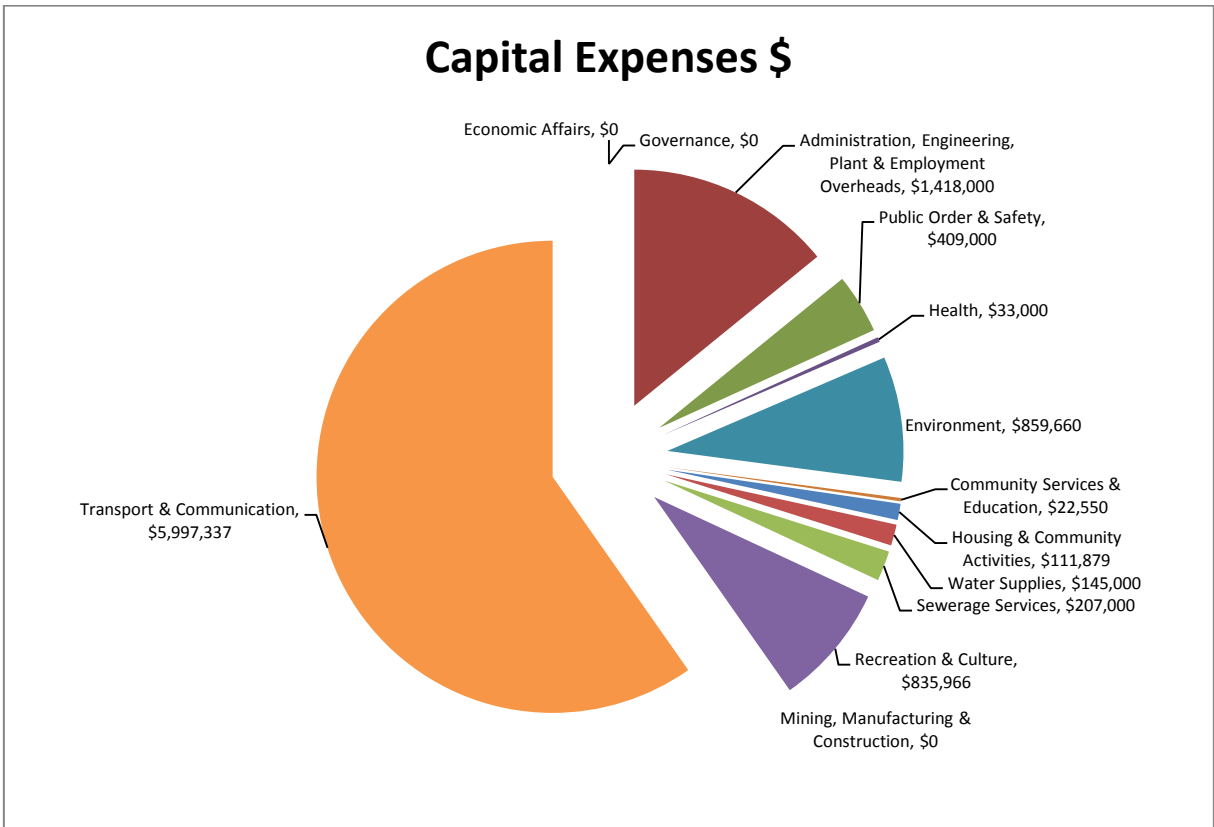
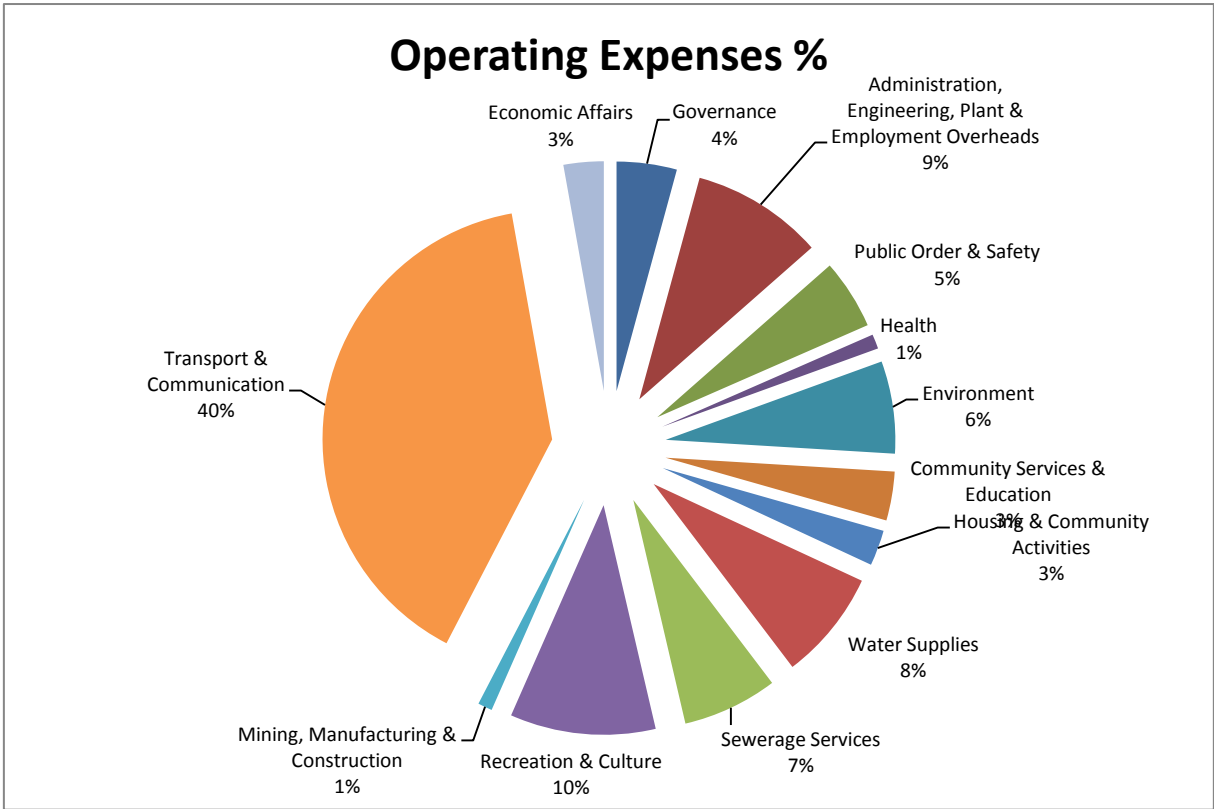
**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]



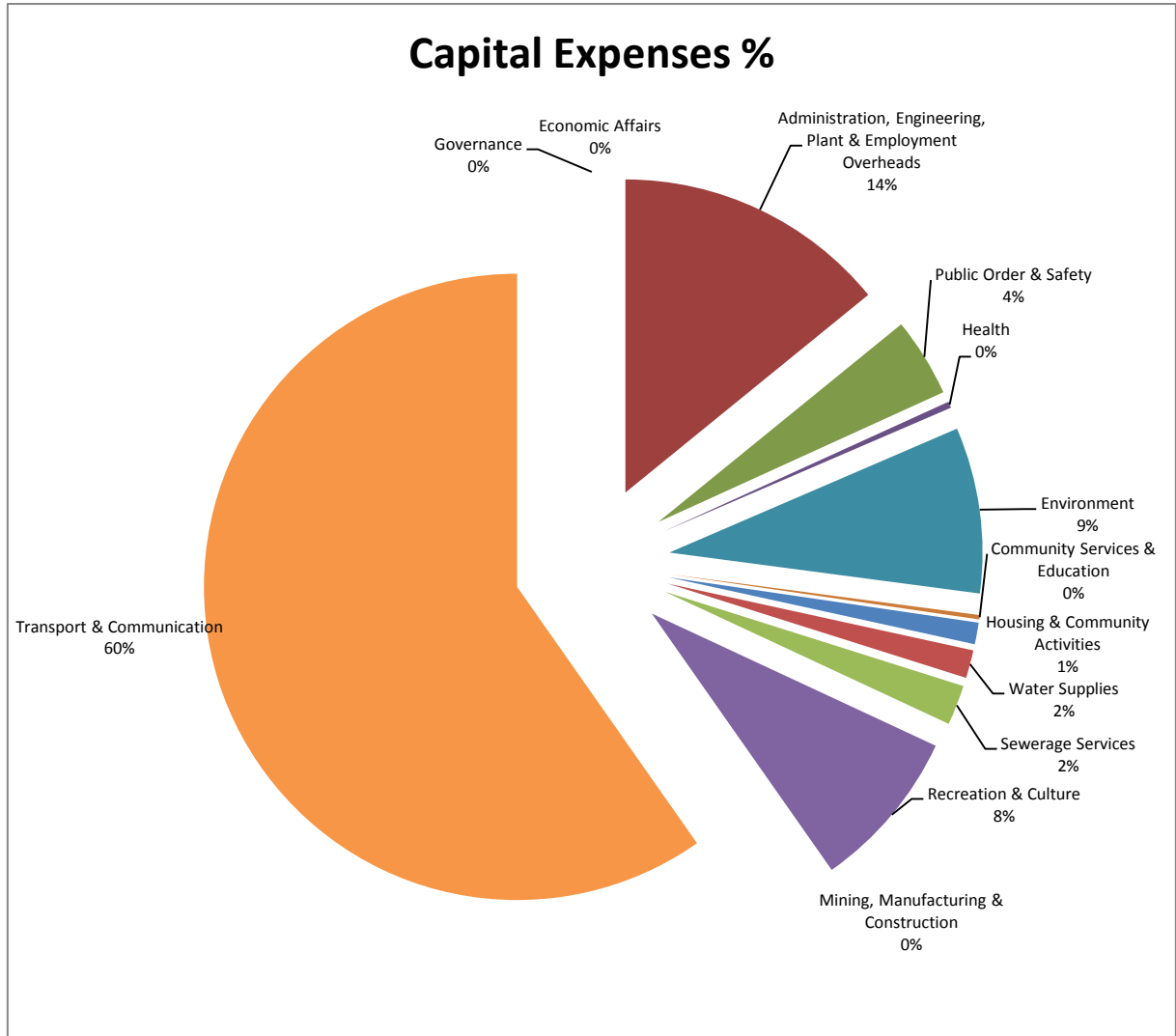
**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

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

**Governance**

Estimate 2016 / 2017  \$	Revised Budget as at 31 December 2016  \$	Estimate 2017/2018  \$
-1,022,199	-1,040,456	-1,037,822

Major Budget Items and/or Specific Inclusions

- Following a service review of Council's insurance portfolio, annual premiums have reduced as reported to the Council workshop held on 22nd March, 2017.
- Recurrent costs satisfactory.
- 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	\$3,030.00
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	\$1,000.00	\$1,000.00
Senior Citizens Activities	\$1,000.00	\$1,000.00
Murray Now - Softwoods Working Group Secretariat	\$2,000.00	\$10,000.00
Southern Sports Academy	\$450.00	\$450.00
Contribution to Community Development Committees	\$1,000.00	\$1,000.00
<b>TOTAL</b>	<b>\$16,420.00</b>	<b>\$25,250.00</b>

- An allocation of \$20,000 has been included in the 2018/2019 and 2020/2021 years for the completion of a Customer Satisfaction Survey

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

**Administration**

Estimate 2016 / 2017  \$	Revised Budget as at 31 December 2016  \$	Estimate 2017/2018  \$
-2,458,729	-2,481,121	-2,274,318

Major Budget Items and/or Specific Inclusions

- Overall budget estimate for administration is lower than 2016/2017 year.
- Corporate Support Salaries reduced in real terms.
- 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.

**Public Order & Safety**

Estimate 2016 / 2017  \$	Revised Budget as at 31 December 2016  \$	Estimate 2017/2018  \$
-479,813	-511,734	-626,546

Major Budget Items and/or Specific Inclusions

- Councillors are aware of changes to the funding formula for the NSW Rural Fire Service (RFS). The additional net cost of Public Order & Safety is a direct result of the change in the funding formula for the NSW RFS along with the discontinuation of the partial reimbursement of the 11.7% of Volunteer and Statewide Support Service costs.



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

**Health**

Estimate 2016 / 2017 \$	Revised Budget as at 31 December 2016 \$	Estimate 2017/2018 \$
-179,759	-179,544	-138,166

Major Budget Items and/or Specific Inclusions

- Overall operating expenditure consistent with 2016/2017 estimates

**Environment**

Estimate 2016 / 2017 \$	Revised Budget as at 31 December 2016 \$	Estimate 2017/2018 \$
-450,942	-421,276	-665,595

Major Budget Items and/or Specific Inclusions

- An allocation of \$300,000 for Urban Stormwater Drainage works plus \$366,600 (Net Cost \$52,380) for Culcairn Flood Mitigation works subject to grant funding being received.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

**Community Services & Education**

Estimate 2016 / 2017 \$	Revised Budget as at 31 December 2016 \$	Estimate 2017/2018 \$
-109,093	-108,716	-84,068

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 and Benalla. 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.
- Council's Youth Development program provides pro-active youth activities within Greater Hume Shire Council as well as Lockhart Shire.

**Housing & Community Amenities**

Estimate 2016 / 2017 \$	Revised Budget as at 31 December 2016 \$	Estimate 2017/2018 \$
-419,253	-417,577	-404,773

Major Budget Items and/or Specific Inclusions

- Allocation of \$40,000 for upgrades to public toilets
- Allocation of \$29,879 for upgrades to the public toilet at Pioneer Park Jindera funded from S94 Contributions.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

**Recreation & Culture**

Estimate 2016 / 2017 \$	Revised Budget as at 31 December 2016 \$	Estimate 2017/2018 \$
-1,853,602	-1,842,925	-1,793,428

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 \$1213.00.
- An allocation of \$116,900 has been included for major maintenance at public Halls.
- Allocations to major sporting grounds committees has been increased by 36% as discussed at the interim budget workshop. The following table summarises the proposed contributions.

Sportsground	Amount Allocated 2016/2017	Amount Allocated 2017/2018
Brocklesby	\$11,025	\$15,000
Burrumbuttock	\$11,025	\$15,000
Culcairn	\$11,025	\$15,000
Henty	\$11,025	\$15,000
Jindera	\$11,025	\$15,000
Walbundrie	\$11,025	\$15,000
Walla Walla	\$11,025	\$15,000
Bungowannah	\$2,205	\$2,300
Cookardinia	\$550	\$500
Gerogery West	\$2,205	\$2,300
Mullengandra Recreation Reserve/Hall	\$2,205	\$2,300
Wymah	\$2,000	\$2,300
Culcairn Tennis Club	\$550	\$550
Morven Tennis Club	\$550	\$550
Henty Tennis Club	\$550	\$550
Walla Walla Tennis Club	\$550	\$550
<b>Total</b>	<b>\$88,745</b>	<b>\$116,900</b>

- Capital improvements of \$85,000 have been included for Parks and Gardens and \$75,000 for Rec Reserves.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

**Mining, Manufacture & Construction**

Estimate 2016 / 2017 \$	Revised Budget as at 31 December 2016 \$	Estimate 2017/2018 \$
-120,518	-120,518	-152,294

**Transport & Communications**

Estimate 2016 / 2017 \$	Revised Budget as at 31 December 2016 \$	Estimate 2017/2018 \$
-3,683,142	-3,680,328	-4,185,257

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. This is the final year of the special rating variation increases that will result in an ongoing increase of \$1million per annum being invested into the road network through increased sealed road resealing and gravel re-sheeting.
- The 2017/18 works program includes finalisation of Hume Highway handover works at Holbrook and Woomargama totalling \$2.5Million.
- Allocation of \$50,000 (reduced from \$60,000) per annum for Town Services (Villages).

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

**Economic Affairs**

Estimate 2016 / 2017  \$	Revised Budget as at 31 December 2016  \$	Estimate 2017/2018  \$
-245,047	-264,254	-255,711

An allocation of \$31,995 has been included for tourism initiatives and promotional activities Allocation for \$25,000 for Economic Development Initiatives has been included.

**General Purpose Revenue**

Estimate 2016 / 2017  \$	Revised Budget as at 31 December 2016  \$	Estimate 2017/2018  \$
11,024,437	11,014,833	11,645,118

**Financial Assistance Grant**

The freeze on indexation of the Financial Assistance Grant (FAG) funding will conclude at the end of the 2016/17 year. That being the case an annual indexation of 2% has been applied to the 2017/2018 financial year and all future years. However, it is by no means certain that the Federal Government will reinstate indexation from 2017/18

**Interest on Investments**

The budget estimate of \$605,000 for 2017/2018 is based on receiving an average interest rate of 2.75% on deposits totalling \$22m over the term of the financial year.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

**Water Annual Charges 2017/2018**

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.

It is proposed that the less than 200kl usage rate remain at \$1.70 per Kl and the over 200Kl rise slightly to \$2.60 per Kl. To offset the impact of the increased land values on Jindera residents the 2016/17 access charge was dropped by \$35 from \$339 to \$304. In 2017/18 it is proposed to increase the access charge by \$10 per annum to \$314.

The following table summarises proposed Residential and Non Residential water charges

COMPONENT	2016/2017 CHARGES	PROPOSED 2017 / 2018 CHARGES
Water Access Charge Residential		
20 mm	\$304	\$314
Non – Residential		
20mm	\$304	\$314
25mm	\$413	\$413
32mm	\$468	\$468
40mm	\$542	\$542
50mm	\$631	\$631
80mm	\$871	\$871
Usage Charge per KL \$		
< 200kl per annum	\$1.70	\$1.70
>200kl per annum	\$2.55	\$2.60

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

**Sewerage and Trade Waste Charges 2016/2017**

All sewer charges in Greater Hume Shire were amalgamated in 2011/2012 and standard charges applied across all sewered areas of the shire. The adoption of standard pricing allows the total cost of sewer infrastructure to be spread across the entire population of the Shire. As is the case with water charges, Council also has a responsibility to implement the principles of Best Practice Pricing and National Competition Policy.

**Residential**

It is proposed that Residential sewer access charges increase slightly by \$6 to a flat tariff of \$495.00p.a.

**Non Residential**

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. 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.

COMPONENT	2016/2017 CHARGES	PROPOSED 2017/2018 CHARGES
Sewer Access Charge Residential		
20 mm	\$489	\$495
Non – Residential		
20mm	\$279	\$279
25mm	\$317	\$317
32mm	\$367	\$367
40mm	\$429	\$429
50mm	\$512	\$512
80mm	\$704	\$704
Usage Charge per KL \$	\$1.50 PER K/L	\$1.50 PER K/L
MINIMUM CHARGE	\$489	\$496

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DRAFT DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021  
[CONT'D]

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

**Statement of Revenue Policy**

A copy of the Draft Statement of Revenue Policy and associated Fees and Charges are included are **ENCLOSED SEPARATELY** as part of the 2017/2018 Delivery Plan.

**Delivery Program**

Council's 2017/2021 Delivery Program and Associated 2017/2018 Operational Plan have been developed to include specific actions associated with the strategies and outcomes detailed in Council's Community Strategic Plan. The 2017/2021 Delivery Program and Associated 2017/2018 Operational Plan also contains the key actions and strategies detailed in a number of key planning documents being the Community Health & Wellbeing Plan, Economic Development & Social Plan and the Disability Inclusion Action Plan.

**Resourcing Strategy**

The Resourcing Strategy incorporating the Long Term Financial Plan, Workforce Plan and Asset Management Plan has also been reviewed and updated to compliment the draft 2017/2021 Delivery Program and associated 2017/2018 Operational Plan.

**CONCLUSION**

The draft budget as presented provides for a small surplus in the 2017/2018 year, and provides for the continuation of Council's approved Special Rate Variation.

**RECOMMENDATION**

That the draft 2017/2021 Delivery Program and Associated 2017/2018 Operational Plan incorporating Resourcing Strategy, 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, 22 May 2017.



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**2. INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017**

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

**REASON FOR REPORT**

To present the Interim Budget Review as at 31 March 2017 in accordance with Section 203 of the Local Government (General) Regulation 2005.

**REFERENCE TO DELIVERY PLAN ACTION**

Not Applicable – legislative requirement

**DISCUSSION**

The Interim Budget Review as at 31 March 2017 is included as **ANNEXURE 3** for Councillors' perusal. The Budget Review, as presented, indicates that the projected 2016/17 cash deficit will be \$63,452 which represents an increase of \$9,825 to the budget deficit of \$53,626 reported at 31 March 2017.

**DAMAGE TO ROAD NETWORK**

Road maintenance costs continue to have a huge impact on the 2016/2017 Budget with sealed and unsealed road maintenance \$550,000 over budget as at 31 March 2017. This over expenditure is expected to increase to \$750,000 by the end of the financial year. Councillors would be aware that in November 2016 Greater Hume Shire along with most other Councils in the Riverina was Natural Disaster declared which will provide access to funding estimated to be in excess of \$1 million. It was anticipated that some of the emergency works undertaken to the sealed and unsealed road network at that time could be claimed through the Natural Disaster Relief and Recovery Arrangements however this now appears unlikely.

In December 2016 further funding of \$500,000 was announced for Greater Hume Shire to assist in repairing the road network due to the extreme weather conditions experienced in the Winter/Spring of 2016. This funding allocation will now be required to offset the over expenditure where previously it was anticipated that some of the funding may have been able to be diverted to future mitigation works. In addition it is recommended that \$250,000 be transferred from the Plant Reserve to fund the remaining over expenditure. This will ensure that Council's Working Funds position is maintained. A copy of the media release announcing the funding of \$500,000 is included as **ANNEXURE 3** for Councillors information.

Whilst Roads and Maritime Services are still to confirm the final approved funding for Greater Hume Shire Council under the Natural Disaster Relief and Recovery arrangements this is expected to be in the range of \$1.5 million to \$2 million and confirmation is expected in the near future.

**OVERALL BUDGET REVIEW**

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

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 [CONT'D]

**GOVERNANCE**

Function and comment		Projected Budget Variance \$
<b>Elected Members Expenses</b> Satisfactory		125
<b>Governance Expenses</b> Satisfactory		-240
<b>Risk Management</b> Satisfactory		-664
<b>TOTAL GOVERNANCE</b>		<b>-779</b>

**ADMINISTRATION**

Function and comment		Projected Budget Variance \$
<b>Corporate Services Administration</b> Satisfactory		-2,722
<b>Information Technology Services</b> Satisfactory		Nil
<b>Employment On-Costs</b> Satisfactory		Nil
<b>Engineering Administration</b> Satisfactory		-757
<b>Depot Administration and Maintenance</b> Loan Repayments not required as loan will not be drawn until June 2017		+9,381
<b>Vehicle Hire</b> Satisfactory		Nil
<b>Plant Operations</b> Satisfactory		Nil
<b>TOTAL ADMINISTRATION</b>		<b>+5,902</b>

**PUBLIC ORDER AND SAFETY**

Function and comment		Projected Budget Variance \$
<b>Animal Control</b> Satisfactory		+3,452
<b>Fire Services</b> Satisfactory		Nil
<b>Emergency Services</b> Satisfactory		Nil
<b>TOTAL PUBLIC ORDER &amp; SAFETY</b>		<b>+3,452</b>

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 [CONT'D]

**HEALTH SERVICES**

Function and comment		Projected Budget Variance \$
<b>Health Administration</b> Satisfactory		+3,829
<b>TOTAL HEALTH SERVICES</b>		<b>+3,829</b>

**ENVIRONMENT**

Function and comment		Projected Budget Variance \$
<b>Waste Management</b> Satisfactory		-175
<b>Noxious Animals &amp; Insects</b> Satisfactory		Nil
<b>Noxious Plants</b> Satisfactory		Nil
<b>Riverina Noxious Weeds</b> Satisfactory		Nil
<b>Street Cleaning</b> Satisfactory		Nil
<b>Stormwater Maintenance &amp; Drainage</b> Adjustment to Stormwater maintenance budget offset by a reduction in Bridges maintenance – Please refer to Transport and Communications Section below		-20,000
<b>TOTAL ENVIRONMENT</b>		<b>-20,175</b>

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 [CONT'D]

**COMMUNITY SERVICES AND EDUCATION**

Function and comment	Projected Budget Variance \$
<b>Family Day Care</b> Satisfactory	Nil
<b>In Home Care</b> Satisfactory	Nil
<b>Preschools</b> Satisfactory	+358
<b>Youth Services</b> Satisfactory	Nil
<b>Community Housing</b> Satisfactory	Nil
<b>Frampton Court Rental Units</b> Satisfactory	Nil
<b>Kala Court Rental Units</b> Satisfactory	Nil
<b>Kala Court Self-Funded Units</b> Satisfactory	Nil
<b>Aged Care Rental Units – Culcairn</b> Satisfactory	Nil
<b>Aged Care Rental Units – Howlong</b> Satisfactory	Nil
<b>Aged Care Rental Units – Jindera</b> Satisfactory	Nil
<b>Compacts</b> Satisfactory	Nil
<b>TOTAL COMMUNITY SERVICES &amp; EDUCATION</b>	<b>+358</b>

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 [CONT'D]

**HOUSING AND COMMUNITY AMENITIES**

Function and comment	Projected Budget Variance \$
<b>Street Lighting</b> Satisfactory	Nil
<b>Public Cemeteries</b> Satisfactory	Nil
<b>Town Planning</b> Satisfactory	Nil
<b>Public Conveniences</b> Transfer budgeted Council contribution toward Gerogery Rec Reserve Showers and Toilets to Sporting Grounds and Rec Reserves – Refer to Recreation and Culture section below	+10,000
<b>Council Owned Housing</b> Satisfactory	Nil
<b>Community Development Grants</b> Satisfactory	Nil
<b>Wirraminna Environmental Education Centre</b> Satisfactory	Nil
<b>Other Community Amenities</b> Satisfactory	Nil
<b>TOTAL HOUSING &amp; COMMUNITY AMENITIES</b>	<b>+10,000</b>

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 [CONT'D]

**RECREATION AND CULTURE**

Function and comment		Projected Budget Variance \$
<b>Public Halls</b> Satisfactory		+278
<b>Libraries</b> Satisfactory		+196
<b>Community Technology Centre</b> Satisfactory		+3,000
<b>Meeting Room</b> Satisfactory		Nil
<b>Museums</b> Satisfactory		-259
<b>Swimming Pools</b> Satisfactory		-370
<b>Sporting Grounds &amp; Recreation Reserves</b> Transfer of budgeted Council contribution toward Gerogery Rec Reserve Showers and Toilets to Sporting Grounds and Rec Reserves – Refer to Housing section above Final adjustment to property Insurance Premiums for 2017	-10,000 -6,743	-17,499
<b>Parks &amp; Gardens</b> Satisfactory		-2,293
<b>Other Cultural Services</b>		Nil
<b>TOTAL RECREATION &amp; CULTURE</b>		<b>-16,947</b>

**MINING, MANUFACTURING & CONSTRUCTION**

Function and comment		Projected Budget Variance \$
<b>Building Control</b> Satisfactory		Nil
<b>Quarries &amp; Pits</b> Satisfactory		Nil
<b>TOTAL MINING, MANUFACTURING &amp; CONSTRUCTION</b>		<b>Nil</b>

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 [CONT'D]

**TRANSPORT AND COMMUNICATIONS**

Function and comment	Projected Budget Variance \$
<b>FAG Grant – Roads Component</b> Satisfactory	Nil
<b>Urban Roads Local</b> Reduction in Urban Road Maintenance offset by an increase in Sealed Rural Roads Maintenance and Bus Shelter maintenance.	+23,104
<b>Sealed Rural Roads – Local</b> Increase in Sealed Rural Roads Maintenance Budget offset by decrease in Urban Road Maintenance.	-20,000
<b>Sealed Rural Roads – Regional</b> Satisfactory	Nil
<b>Unsealed Rural Roads - Local</b> Unsealed Rural Road Maintenance exceeds budget but has not been adjusted as a large portion of this work will be offset by Natural Disaster Recovery received from RMS.	Nil
<b>Bridges</b> Reduction in Bridges maintenance offset by an adjustment to Stormwater maintenance budget – Please refer to Environment Section for offset	+20,000
<b>Kerb &amp; Gutter</b> Satisfactory	Nil
<b>Footpaths</b> Satisfactory	Nil
<b>Aerodromes</b> Satisfactory	Nil
<b>Bus Shelters</b> Satisfactory	-3,104
<b>Ancillary Road Works</b> Satisfactory	Nil
<b>State Roads RMCC Works</b> Satisfactory.	Nil
<b>Natural Disaster Recovery</b> Satisfactory.	Nil
<b>Road Safety Officer</b> Satisfactory.	Nil
<b>TOTAL TRANSPORT &amp; COMMUNICATIONS</b>	<b>+20,000</b>

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 [CONT'D]

**ECONOMIC AFFAIRS**

Function and comment	Projected Budget Variance \$
<b>Jindera Health Centre</b> Rent received from Family Day Care program not previously taken up in budget	+11,250
<b>Jindera Medical Centre</b> Satisfactory	Nil
<b>Jindera Admin Centre</b> Satisfactory	Nil
<b>Caravan Parks</b> Decrease in budgeted Revenue as YTD fees are down on previous years and shortfall is not expected to be recovered	-6,000
<b>Tourism Operations</b> Satisfactory	Nil
<b>Visitor Information Centre</b> Satisfactory	-3,954
<b>Submarine Museum</b> Satisfactory	-1,949
<b>Economic Development</b> <b>Satisfactory</b>	Nil
<b>Community Development</b> Satisfactory	-1,652
<b>Real Estate Development</b> Rates Adjustment for Properties not elsewhere included in budget.	-12,618
<b>Real Estate Sales</b> Satisfactory	Nil
<b>Private Works</b> Satisfactory	Nil
<b>TOTAL ECONOMIC AFFAIRS</b>	<b>-14,923</b>



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 [CONT'D]

**GENERAL PURPOSE REVENUES**

Function and comment	Projected Budget Variance \$
<b>FAG Grant – General Component</b> Satisfactory	Nil
<b>Interest on Investments</b> Satisfactory	Nil
<b>General Rates - Residential</b> Budget adjusted to actual rates levied	+2,206
<b>General Rates - Farmland</b> Budget adjusted to actual rates levied	-691
<b>General Rates – Business</b> Budget adjusted to actual rates levied	-766
<b>General Rates – Pensioner Concessions</b> Budget adjusted to actual rates levied	-1,291
<b>General Rates – Pensioner Rates Subsidy</b> Budget adjusted to actual rates levied	Nil
<b>Ex Gratia Rates</b> Satisfactory	Nil
<b>Extra Charges on Overdue Rates</b> Satisfactory	Nil
<b>Emergency Services Property Levy</b> Funding received for implementation of the ESPL.	Nil
<b>TOTAL GENERAL PURPOSE REVENUES</b>	<b>-542</b>

**SUMMARY OF BUDGET VARIATIONS**

<b>SUMMARY OF BUDGET VARIATIONS</b>	<b>-9,825</b>
-------------------------------------	---------------

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INTERIM 2016/2017 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2017 [CONT'D]

**WATER AND SEWERAGE**

General income and expenditure figures appear to be satisfactory.

**SUMMARY**

Council's overall budget position has improved as at 31 March 2017. As has been the case in previous years, management will continue to monitor all income and expenditure areas closely to ensure budget integrity is maintained at year end.

**RECOMMENDATION**

That:

1. Council note and approve the Interim Budget Review Statement as at 31 March 2017.
2. Council allocate funding of \$500,000 received in December 2016 to offset the over expenditure on the sealed and unsealed road network and
3. A further amount of \$250,000 be transferred from the Plant Reserve to offset the anticipated over expenditure on the sealed and unsealed road network to 30 June 2017.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**3. CLOSURE AND SALE OF UNUSED LANE – MUNRO STREET, CULCAIRN**

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

**REASON FOR REPORT**

For Council to consider closing and disposing a section of an unused road reserve.

**REFERENCE TO DELIVERY PLAN ACTION**

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

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

**DISCUSSION**

Council has received correspondence from VM Elliott who wishes to purchase a portion of an unused section of road reserve adjacent to their property being Lot 10 Section 32 DP 9695. The section of unused road separates Lot 10 Section 32 DP 9695 from Lot 5 Section 32 DP 9695. A copy of the map is attached in **ANNEXURE 4**.

Council may close a public road, as the road authority, under Section 34 of the Roads Act 1993.

The process to sell a portion of unused road is a two stage process with Council first required to endorse to close the road reserve to the public and secondly the proposal to sell will then proceed through NSW Department of Industry - Lands.

Consultation with NSW Department of Industry - Lands has been undertaken and given that the land subject to this report has not been constructed or maintained by Council, it would appear that upon closing, the land would vest in Crown Lands.

Accordingly, the closure and sale of the road reserve will be managed by NSW Department of Industry - Lands. Objections to the closure and sale will be managed as part of the second stage of the process. Thereby landowners have not been contacted by Council.

Council staff have inspected the site and considered the road reserve is excess to Council requirements and not required for any current or future road extensions of Councils road network.

Access to existing properties will be unaffected, with all current accesses contained in areas of the road reserve that is not to be sold.

Council has no assets within the road reserve and there is no formed road present. The land is currently maintained by the applicant.

**BUDGET IMPLICATION**

No cost to Council.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

CLOSURE AND SALE OF UNUSED LANE – MUNRO STREET, CULCAIRN [CONT'D]

**CONCLUSION**

The section of unused road reserve requested to be purchased by VM Elliott is surplus to Council needs and will have no impact on access to surrounding properties. It is therefore considered appropriate for Council to endorse the closure of the road reserve.

**RECOMMENDATION**

That:

1. Council endorse the closure of part of the road reserve separating Lot 10 Section 32 DP 9695 from Lot 5 Section 32 DP 9695 as detailed on attached map.
2. The Mayor and General Manager be authorised to execute associated documents under the Common Seal of Council.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**4. DETERMINATION OF LOCAL GOVERNMENT REMUNERATION TRIBUNAL - MAYOR'S AND COUNCILLORS' FEES**

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

**REASON FOR REPORT**

To present the latest report from the Local Government Remuneration Tribunal in respect of Councillor and Mayoral fees.

**REFERENCE TO DELIVERY PLAN ACTION**

Not applicable – legislative requirement

**DISCUSSION**

The Local Government Remuneration Tribunal is constituted under the Local Government Act and makes determinations on an annual basis regarding the fees payable to mayors and councillors. The Tribunal groups like councils and determines a minimum and a maximum fee payable for each category of council. Individual councils may then determine the fees payable to the mayor and councillors within the minimum and maximum amounts determined by the Tribunal.

The Division of Local Government Circular has determined that Greater Hume Shire Council is included in the Category 'Rural'. The minimum and maximum amounts currently payable to the Mayor and Councillors of councils under the 'Rural' category is set out below, effective 1 July 2017. A copy of the determination is included as **ANNEXURE 5**.

**Category 'Rural' Councils**

<b>ANNUAL FEE PAID TO COUNCILLORS</b>		<b>ADDITIONAL FEE PAID TO MAYOR *</b>	
<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
\$8,750	\$11,570	\$9,310	\$25,250

*\* This fee must be paid in addition to the fee paid to the Mayor as a Councillor.*

It has been past practice for Council to make an allocation to the Deputy Mayor from the Mayoral Fee as required under section 249(5) of the Local Government Act, 1993.

**BUDGET IMPLICATIONS**

Councillors' fees were included at \$10,693 per annum and the Mayoral Allowance (exclusive of Deputy Mayoral Allowance) was set as \$10,121 per annum in the 2017/2018 budget estimates. A Deputy Mayoral fee of \$1,933 per annum has also been included in budget estimates.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

DETERMINATIONS OF LOCAL GOVERNMENT REMUNERATION TRIBUNAL - MAYOR'S AND COUNCILLORS' FEES [CONT'D]

**CONCLUSION**

Individual councils may determine the fees payable to the Mayor and Councillors within the minimum and maximum amounts as specified above.

**RECOMMENDATION**

That:

1. The fee payable to Councillors be set at \$10,693 per annum effective 1 July 2017
2. In addition to the adopted Councillor fee above, the fee payable to the Mayor be set at \$12,054 per annum effective 1 July 2017.
3. An allowance of \$1,933 be paid to the Deputy Mayor from the 2017/2018 Mayoral Allowance.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

## **ENGINEERING**

### **1. RECONSTRUCTION OF HUESKE ROAD (CH2000 – 2838), JINDERA**

**Report prepared by Works Engineer – Andrew Walls.**

#### **REASON FOR REPORT**

To consider tenders for the reconstruction of 838m of Hueske Road, Jindera.

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

5.2.5.1 Develop an annual capital works program.

#### **DISCUSSION**

Hueske Road services the Boral brickworks and an increasing number of residential properties due to the development to the west of Jindera. The pavement is narrower than the Council road hierarchy requires and it is suffering from structural distress.

The tendered works are for widening and reconstruction of the section from Urana Road to the brickworks.

An extended construction period of 22 weeks was included to allow for weather delays due to the time of the year and to encourage competitive pricing from contractors looking to fill the construction off-season.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed on Friday 21 April. Three tenders were received via the Tenderlink portal.

The submitted prices varied from \$324,980.40 to \$408,915.30. All prices are exclusive of GST.

The following Tenders were received;

<b>No.</b>	<b>Name</b>	<b>Tendered amount. (exc. GST)</b>
1.	Longford Civil	<b>\$ 324,980.40</b>
2.	Hurst Earthmoving	<b>\$ 407,886.80</b>
3.	Hutchinson Civil	<b>\$ 408,915.30</b>

The tenders as submitted were all checked and were found to be mathematically correct.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

RECONSTRUCTION OF HUESKE ROAD (CH2000 – 2838), JINDERA [CONT'D]

The tender from Longford Civil was examined and found to vary substantially from the project cost estimate with regard to the price assigned to traffic control. Longford Civil were requested to provide details of their proposed work method and the costing of their traffic control measures. Council officers are now satisfied that the costing and intended work method should allow for safe and practicable execution of the contract.

Longford Civil attended a telephone interview where they confirmed that they were satisfied with the price as submitted and foresaw no technical or financial reason why the contract could not be completed in a timely and professional manner.

A plan showing the extent of the project is included in **ANNEXURE 6**. A copy of the tender assessment table has been **ENCLOSED SEPARATELY** for Councillors information.

**BUDGET IMPLICATION**

The tendered price of \$324,980.40 (excl.GST) is within the remaining budget of \$437,633.00 (excl. GST). The tendered price does not include the possibility of provisional items which could reasonably be expected to amount to under 5% of the tender price.

**CONCLUSION**

Three tenders were received for the reconstruction of 836m of Hueske Road project.

All three 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.

**RECOMMENDATION**

That:

1. The tender submitted by Longford Civil of \$324,980.40 (excl.GST) be accepted for the reconstruction of Heuske Road (Ch 2000 – 2838).
2. That the unsuccessful tenderers be notified.
3. That the General Manager and the Mayor be authorised to sign the Contract with Longford Civil under the Common Seal of Council.



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**2. FLOOD DAMAGE 2016 FUNDING UPDATE**

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

**REASON FOR REPORT**

To update Council on the application for flood damage funding for the 2016 flood event.

**REFERENCE TO DELIVERY PLAN ACTION**

Strategy 5.2 To provide and maintain safe and serviceable public facilities and infrastructure including roads, drainage and footpaths.  
Action 5.2.6. Ensure that a quality rural road network is provided and maintained throughout the Shire

**DISCUSSION**

The spring of last year (2016) was extremely wet with significant rainfall impacting the road network especially during September. On the 21 November 2016 Council was advised (along with 43 other Councils in total) that it had been “disaster declared” and was able to apply for funding through the Natural Disaster Relief and Recovery Arrangements (NDRRA) programme to assist with repair of the damaged roads.

Below is an extract from Australian Government Fact Sheet about NDRRA programme.

*The Natural Disaster Relief and Recovery Arrangements (NDRRA) is a jointly funded programme between the Australian Government and state and territory (state) governments, through which the Australian Government provides financial assistance to support state governments with disaster recovery costs. Eligible costs include certain assistance measures for individuals and families, businesses, primary producers, non-profit organisations and local and state governments.*

*Under these arrangements, state governments largely determine what assistance measures will be activated, and the areas in which they will be made available. The Australian Government may then reimburse state governments for up to 75% of these costs. State governments are also responsible for administering NDRRA assistance measures*

Attached as **ANNEXURE 7** is a summary list of the road damage that has occurred in Greater Hume Shire and an estimated cost to undertake repairs. This has been lodged as the basis of Councils Claim.

A summary of the claim is shown below:

Flood Damage Claim

A.	Drainage/Bridges/Culverts/Causeway	\$329,360
B.	Gravel Resheeting	\$1,275,939
C.	Seal Repair	\$379,450
D.	Stabilization	\$216,750
Total		<u>\$2,201,499</u>

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

FLOOD DAMAGE 2016 FUNDING UPDATE [CONT'D]

As shown in the attached list some of the works have already been undertaken by Council staff (due to the necessity of safety) however management are hesitant to undertake any more work until approval of the funding has been obtained. The funding guidelines do not allow the funding of Council's day labour force in the undertaking of this work unless it is outside of normal working hours necessitating the need to employ contractors to undertake the required work. It is proposed that tenders be called for the work once funding is approved

The Roads and Maritime Services (RMS) who are engaged to manage the funding on behalf of the Federal and State Governments, are the approval authority. As with many other Councils the process to obtain approval is still ongoing many months after the event, which is very frustrating, and with the construction window closing due to the coming winter, most works are unlikely be undertaken until the end of this year at the earliest.

The requirements that no day labour in normal working hours can be utilised in the repair works has also frustrated Councils when a natural disaster has been declared. This along with other issues has been noted by the Federal Government which has instigated a review of disaster funding, with a new funding model to be announced sometime in the near future.

It is to be noted that the Federal Government has advised of a temporary reprieve for this event if it is proven that day labour is more cost effective than contractors. However as the NSW Government is a joint funding partner for the repair work, and has not approved such a change, no exemption will apply.

As noted in the Budget Review report the NSW government did provide untied funding of \$500,000 to help in the flood damage recovery.

**BUDGET IMPLICATION**

If the flood damages claim is approved there is no net cost to Council, as all proposed works will be funded, however as detailed in the report, any work that has been completed already will not be funded as it will not meet the current guidelines.

**CONCLUSION**

The flood event of September of 2016 impacted significantly on Councils road network. Estimated costs to undertake repair work is approximately \$2.2 Million. Council are currently awaiting approval of funding to undertake the remainder of the work which will be required to be tendered due to the funding guidelines.

**RECOMMENDATION**

That report be received and noted.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**3. INNOVATION FUND APPLICATION – ELECTRONIC FLEET MANAGEMENT**

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

**REASON FOR REPORT**

To endorse the submission of a funding application to the Innovation Fund for the installation of an electronic fleet management system.

**REFERENCE TO DELIVERY PLAN ACTION**

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

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

**DISCUSSION**

As part of the State Governments Fit for the Future program the government is providing up to \$4 million in innovation grants to help rural councils with populations of less than 10,000 explore new ways of working. The Innovation Fund is a targeted program that supports small councils in regional NSW to develop new ideas and innovative ways of working to improve their performance to benefit their communities. A copy of the Innovation Fund Guidelines has been attached as **ANNEXURE 8**.

The Innovation Fund is being offered over two rounds with \$2 million available each round

Round 1 has already been completed with 13 projects funded over 19 Councils

Round 2 applications close on 9 June 2017.

It is proposed management lodge an application for the installation of an electronic fleet management system.

As a requirement all funding applications are required to be supported by a resolution of Council with a copy of the resolution to be forwarded with the application.

Although Greater Hume has a population greater than 10,000 and is ineligible to lodge an application by itself, group applications are permitted as long as one of the Councils in the group meets the population criteria.

Lockhart Shire due to its size meets the criteria and in discussions with Council staff has agreed in principle to lodge a group application (with Greater Hume). Lockhart's application also includes the installation of an electronic fleet management system, as well as improvements to their assets management system, records management, risk/work health and safety and human resources systems.

For all grant applications a co-contribution of at least 30% is required from Council. If successful Council will fund its contribution from Council's Plant Reserve.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

INNOVATION FUND APPLICATION – ELECTRONIC FLEET MANAGEMENT [CONT'D]

Council has over 100 major items of plant including trucks, utilities, passenger vehicles, graders, loaders, backhoes, tractors and does not have a comprehensive fleet system to manage usage, security, and servicing. The proposed fleet management system will also allow GPS tracking of plant so that fleet items can be assessed for improved utilisation and efficiency, driver safety, and ultimately lead to reduced fuel and maintenance costs to Council.

A system investigated has also specific functionality in relation to driver management and distress alarm functions for operators of Council Plant working alone which Council has many such persons carrying out works such as Weed Spray Operators, Rangers and Overseers over the large expanse and sometimes remote areas of Greater Hume

The quote received for the installation of the fleet management system is \$140,000

It is proposed Council trial a small number of units first in conjunction with Lockhart Shire to examine effectiveness and staff feedback prior to any shire-wide implementation if the grant application is successful.

**BUDGET IMPLICATION**

The 30% co contribution for the application if successful will be funded from Council Plant Reserve.

**CONCLUSION**

The innovation fund provides Council with an opportunity to install a fleet management system that will improve efficiencies and Council staff safety when working alone.

**RECOMMENDATION**

That Council endorse the group submission with Lockhart Shire to the Innovation Fund for the installation of a fleet management system.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**4. NAMING OF ALBURY STREET BRIDGE HOLBROOK**

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

**REASON FOR REPORT**

To consider naming of the upgraded Albury St Bridge over the 10 Mile Creek at Holbrook.

**REFERENCE TO DELIVERY PLAN ACTION**

- Strategy 5.2 To provide and maintain safe and serviceable public facilities and infrastructure including roads, drainage and footpaths.
- Action 5.2.6 Ensure that a quality rural road network is provided and maintained throughout the Shire

**DISCUSSION**

Council has received correspondence from Roy and Laurel Willis from Holbrook requesting the upgraded bridge on Albury Street over 10 Mile Creek be named Germanton Bridge.

A copy of their correspondence is attached in **ANNEXURE 9**.

The reasons why they recommend the bridge be named Germanton Bridge are:

- *Germanton was the original name of our town until 1915 when circumstances at the time dictated a change of name. The change is part of Holbrook's history but the sentiment of the times has altered in the hundred years since then.*
- *The name would connect Holbrook back to its early German roots which due to circumstances have been lost and perhaps would catch the interest of the numerous tourists that frequent the area.*
- *The new bridge connects the heritage precinct of Holbrook to its more recent history along Albury Street.*

Council has no policy on naming of bridges with only some of the bridges in Greater Hume having names. Most are known by the creek over which the bridge is located. (ie 10 Mile Creek Bridge Holbrook, Billabong Creek Bridge at Culcairn and Walbundrie)

In this instance because of the prominent nature of the bridge (in the centre of Holbrook) management does not object to the naming of the bridge, however as there is no process (ie policy) on the naming of such structures and due to the possible differing views of residents on a possible name, the Writer is of the view that any consideration on naming not proceed until Council has a policy and process to name such structures.

**BUDGET IMPLICATION**

To undertake the development of a policy to name structures such as bridges and then undertake any process may impact on Councils recurrent budget and staff time.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

NAMING OF ALBURY STREET BRIDGE HOLBROOK [CONT'D]

**CONCLUSION**

It is recommended that Council proceed with the development of a draft policy for Councils consideration before proceeding further at this time.

**RECOMMENDATION**

That Council develop a draft policy for naming of bridges within the Shire.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**5. ADOPTION OF WALLA WALLA FLOOD STUDY**

**Report prepared by Manager Traffic & Infrastructure – Michael Oliver**

**REASON FOR REPORT**

For Council to consider adopting the final report on the Walla Walla Flood Study.

**REFERENCE TO DELIVERY PLAN ACTION**

Strategy 8.3           To provide appropriate infrastructure to cater for our population.  
Action 8.3.5.2       Develop floodplain risk management plans for Council's towns.

**DISCUSSION**

At the November 2016 Meeting of Council it was resolved:

That:

- 1. Council adopt the draft exhibition report on the Walla Walla Flood Study and place on public display for a minimum 30 day period for comment.*
- 2. Engagement activities include the holding of a public meeting and that a media release be issued to raise awareness within the community.*

Following the meeting, Council advertised the draft Flood Study widely and placed the report on public exhibition for four weeks at the Holbrook, Culcairn and Jindera Council Offices and on the Council website.

A public meeting was advertised and held in Walla Walla to take community feedback and receive public submissions. One submission was received and two residents attended the public meeting. The submission received and consultant's response is contained within the final report to be adopted.

The completion of the Walla Walla Flood Study now provides Council with an understanding of the flood issues in Walla Walla and allows for the future preparation and implementation of a Floodplain Risk Management Study & Plan to be undertaken. An electronic copy of the Walla Walla Flood Study will be made **AVAILABLE SEPARATELY** to Councillors for their information (due to the size of the document).

The flood issues in Walla Walla are now defined and a tool capable of modelling the flood flows through Walla Walla has been developed. This hydraulic model is capable of simulating options to be developed in the next stage of the Floodplain Risk Management Study and Plan phase.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

ADOPTION OF WALLA WALLA FLOOD STUDY [CONT'D]

The adoption of the Walla Walla Flood Study will mean that Council will utilise standard flood related development controls for allotments that are subject to flooding. The interim development controls to be utilised will be taken from the NSW Floodplain Development Manual. For residential development this is the 1% AEP plus 500mm freeboard. These flood related development controls will be listed in the 149 Certificates that are utilised for conveyancing purposes. These conditions will be used until the study and plan stage of the project are completed.

**BUDGET IMPLICATION**

Funding has been acquired for the completion of the study, and for the development of a Floodplain Risk Management Study and Plan for Walla Walla. Completion and adoption of the study is a requirement for the release of funding to undertake the next stages of the project.

**CONCLUSION**

The completed flood study provides an important step in the process to reduce the impact of flooding on Walla Walla. Adoption of the report allows the process to move to the second stage being the development of the Floodplain Risk Management Study and Plan which looks at what works and strategies that may be implemented to improve the flood risk on Walla Walla.

Extensive consultation and work has gone into the Final Study report and it is considered appropriate that it is now adopted.

**RECOMMENDATION**

That Council adopt the final report on the Walla Walla Flood Study.



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**6. CONSTRUCTION OF HOLBROOK WORKS DEPOT**

**Report prepared by Works Engineer – Andrew Walls.**

**REASON FOR REPORT**

To consider tenders for the construction of the Holbrook Works Depot – Structural Only.

**REFERENCE TO DELIVERY PLAN ACTION**

5.2.5.1 Develop an annual capital works program.

5.2.12.1 Maintain and operate Councils plant fleet to ensure the timely completion of Councils Works Program.

7.4.4.1 Implement an effective plant and fleet replacement program.

**DISCUSSION**

The Council have been leasing their current works depot since the old depot was acquired by NSW Roads and Maritime Services for the Holbrook by-pass project. Tenders were called for the supply and erection of the main workshop building with the washbay building as a provisional item.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed on Friday 21 April 2017. Seven tenders were received via the Tenderlink portal.

Submitted prices ranged from \$558,123.64 to \$725,540.62. All prices are exclusive of GST.

The following Tenders were received and are listed in alphabetical order. Prices shown are inclusive of the Washbay building which was a provisional item.

<b>No.</b>	<b>Name</b>	<b>Tendered amount. (exc. GST)</b>
1.	Burton Constructions P/L	\$ 639,900.00
2.	Connelly P/L	\$ 558,123.64
3.	Premier Building Construction P/L	\$ 646,198.00
4.	Southern Cross Developers P/L	\$ 636,672.40
5.	Ten Mile Engineering	\$ 644,600.00
6.	Doven P/L	\$ 695,418.00
7.	Ultra Building Services	\$ 725,540.62

All tenders submitted were checked and were mathematically correct.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

CONSTRUCTION OF HOLBROOK WORKS DEPOT [CONT'D]

Tenders were initially assessed based on the full scope of works that included the washbay building.

It was noted that the tender submitted by Southern Cross Developers included an allowance for permanent security fencing.

It was also noted that the tender received from Ten-Mile Engineering did not include provision for a concrete floor to the shed. A sum of \$80,000 was allowed for to ensure realistic comparison of tenders.

Examination of the tenders suggested that the cost of constructing the washbay would consume funds that would be required to construct more essential items of the depot such as the provision of services and the amenities building.

The three best value tenderers were invited to price a reduced scope that excluded the washbay building from the works but included 520m of security fencing

<b>No.</b>	<b>Name</b>	<b>Revised amount. (exc. GST)</b>
1.	Connelly P/L	\$ 443,662.00
2.	Premier Building Construction P/L	\$ 460,290.00
3.	Southern Cross Developers P/L	\$ 463,015.00

Connelly P/L attended a post-tender interview where they confirmed that they were satisfied with the price as submitted and have the experience and equipment to complete the project to the required standard in a safe and timely manner. Connelly P/L is currently undertaking construction of the amenities building at Henty Swimming Pool for GHSC and Council officers have reported their performance to be more than satisfactory.

A copy of the tender assessment table has been **ENCLOSED SEPARATELY** for Councillors information.

The programmed completion date for the shed should not adversely affect the implementation of the selective tender for the remaining works at the Holbrook Works Depot. These works include:

- Relocation of the amenities building.
- Refurbishment of the amenities building.
- Connection to services including Telstra, electricity, water and fire service.
- Relocation of the emulsion tank from the current depot.
- Construction of an archive building.
- Construction of on-site stormwater.
- Construction of car parking area.
- Completion of gravel base and hard-stand areas.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

CONSTRUCTION OF HOLBROOK WORKS DEPOT [CONT'D]

- Completion of security fencing.
- Provision of poison store.
- Construction of bunkers.
- Final fit-out of main shed.
- Construction of (reduced scope) washbay.

**BUDGET IMPLICATION**

The tendered price of \$443,662.00 (excl.GST) is within the remaining budget of \$784,200 which is intended to cover the shed component and the essential items of the remaining works. The tendered price does not include the possibility of provisional items which in any case could be expected to amount to less than 5% of the tender price.

**CONCLUSION**

Seven tenders were received for the construction of Structural Work at the Holbrook Works Depot project.

All seven tenders were considered.

The tender submitted by Connelly P/L has been assessed and there is no technical or practical reason to conclude that Connelly P/L is not capable of completing the contract to the required standard and within the allotted timeframe.

**RECOMMENDATION**

That:

1. The tender submitted by Connelly P/L of \$443,662.00 (excl.GST) be accepted.
2. That the unsuccessful tenderers be notified.
3. That the General Manager and the Mayor be authorised to sign the Contract with Connelly P/L under the Common Seal of Council.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**7. RESPONSE TO QUESTION ON NOTICE - COUNCILLOR STEWART,  
CONSTRUCTION OF CULVERT ON SWEETWATER ROAD.**

**Report prepared by Works Engineer - Andrew Walls**

**REASON FOR REPORT**

To respond to a question from Cr Stewart concerning the Sweetwater Road culvert replacement project.

**REFERENCE TO DELIVERY PLAN ACTION**

5.2.5.1 Develop an annual capital works program.

**DISCUSSION**

The culvert on Sweetwater Road was identified on the works program as a priority for replacement and a design was completed in 2013.

The existing culvert had been identified as;

- Under capacity with storm flows over topping the road on a number of occasions with the potential for floods to wash out the culvert and road.
- Originally constructed from an old steam boiler with no corrosion protection and hence of an unknown remaining service life.
- Situated on a dead-end road with no alternative access in the event of a catastrophic failure washing out the culvert and Sweetwater Road.

Tenders for the replacement of the culvert were called in December 2016 with the tender being awarded at the Council Meeting in February, 2017.

Letters to residents were prepared on the 2 March, 2017 and hand delivered. This letter contained contact phone numbers for the Contractor, the GHSC Works Engineer and the GHSC Director Engineering.

Notification of the intention to commence works was published in the Border Mail on 4 March 2017 and again on 11 March, 2017. This public notice also included the contact phone number of GHSC Director Engineering.

Work commenced on site with the construction of an all-weather detour through private property during the week ending Friday, 10 March, 2017 with construction work proper commencing directly afterwards.

The location of the detour was selected after an initial assessment indicated that the downstream side of the works area was more suitable for detour construction that would be in compliance with the strict conditions imposed by the NSW Department of Primary Industries (Fisheries). Negotiations with that landowner provided a practical and cost effective solution.

Temporary works included the grading of a track through the paddocks adjacent to Sweetwater Road and the installation of second hand box culverts to facilitate the creek crossing. The initial installation of these culverts resulted in a structure that was too narrow to be practicable however this was quickly rectified and the crossing was widened and more suitable signage of the detour was erected.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

RESPONSE TO QUESTION ON NOTICE - COUNCILLOR STEWART, CONSTRUCTION OF  
CULVERT ON SWEETWATER ROAD [CONT'D]

The cost of the basic detour works was included in the tender price however additional work was carried out after negotiations between the landowner/contractor with the cost of the additional materials and plant hours being borne by the landowner.

Prior and during construction the Works Engineer is aware of only a single community concern. On April 10, 2017 Mr Ross Patterson contacted the Works Engineer regarding the impending transport of his elderly mother to a medical appointment over the detour track. This matter was referred to the contractor who immediately contacted Mr Patterson and made arrangements to allow the transport of his mother to her appointment without subjecting her to the rigours of the detour in an inappropriate vehicle.

Construction work was effectively completed on 20 April. The installation of guardrail and fencing had been delayed by the unavailability of the sub-contractor however temporary fencing and signage was erected and Sweetwater Road was opened to traffic with a speed restriction until completion of the final work.

**BUDGET IMPLICATION**

There are no Budget implications.

**CONCLUSION**

The replacement of the Sweetwater Creek Road culvert has been on the Works Program for a number of years.

Residents and the public were notified of the commencement of the work and of contact phone numbers should they have any questions or concerns.

The contract was conducted in a professional and timely manner.

**RECOMMENDATION**

That the report be received and noted.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**ITEMS TO BE REFERRED TO CLOSED COUNCIL (COMMITTEE OF THE WHOLE)**

**1. RESPONSE TO QUESTION ON NOTICE – SHEEP IMPOUNDING.**

**Report prepared by Ranger/Compliance Officer – James Waite**

**REASON FOR REPORT**

To respond to a Question on Notice from Cr Weston seeking information regarding the impounding of 15 sheep in Culcairn on 2 February 2017.

**REFERENCE TO DELIVERY PLAN ACTION**

Not Applicable

**DISCUSSION**

At the council meeting held Wednesday, 19 April 2017 Councillor Weston queried the circumstances leading to the impounding of 15 sheep on 2 February 2017 found on Council land in Melville Street, Culcairn.

This report provides details relating to the impounding of the sheep on this occasion by Council Rangers. Additional information concerning impounding of sheep belonging to this same person by Council on previous occasions is also provided by this report.

**BUDGET IMPLICATIONS**

Councils adopted fees and charges reflect the cost of the Rangers performing their duties to investigate and impound stock. Should any impounding charges not be paid it will cause a loss of revenue to offset costs incurred.

**CONCLUSION**

As the matter of the impounding of the sheep relates to the confidential personal dealings of a resident or ratepayer it is recommended that the matter be referred to Closed Council in accordance with section 10A (2) (b) "confidential personal dealings" of any resident or ratepayer.

**RECOMMENDATION**

That consideration of confidential personal dealings of the ratepayer be referred to Closed Council in accordance with section 10A (2) (b) "confidential personal dealings" of any resident or ratepayer.

**REASON**

On balance the public interest in preserving the confidential personal dealings of a resident or ratepayer outweighs the public interest in maintaining openness and transparency in Council decision making at this time.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

## **PART B - ITEMS FOR INFORMATION**

### **GOVERNANCE**

#### **1. OFFICE OF LOCAL GOVERNMENT CIRCULARS**

##### **REASON FOR REPORT**

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

##### **DISCUSSION**

**ENCLOSED SEPARATELY** with the agenda is a listing of OLG Circular 6-8/2017. Copies of OLG Circulars are available from the website [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) or alternatively by contacting Council.

##### **BUDGET IMPLICATIONS**

Nil.

##### **CONCLUSION**

For councillors' information.

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

##### **REASON FOR REPORT**

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

##### **DISCUSSION**

**ENCLOSED SEPARATELY** is a listing of Table of Contents of LGNSW Weekly Circulars 14 - 17/2017. Copies of LGSA Weekly Circulars are available from the website [www.lgsa.org.au](http://www.lgsa.org.au) or alternatively by contacting Council.

##### **BUDGET IMPLICATIONS**

Nil.

##### **CONCLUSION**

For councillors' information.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**3. TOURISM AND PROMOTIONS OFFICER'S REPORT**

**Report by Tourism and Promotions Officer – Kerrie Wise**

**REASON FOR REPORT**

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

**DISCUSSION**

The report on projects being undertaken by the Tourism and Promotions Officer is attached at **ANNEXURE 10**.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

For councillors' information.



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

## **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 30 APRIL**

The statements of bank balances and investment report as at 30 April 2017 are attached at **ANNEXURE 11**.

### **3. HUMAN RESOURCES REPORT FOR APRIL 2017**

#### **REASON FOR REPORT**

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

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

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

The following staff commenced duties with Council during April 2017:

- Kira-Lee Foster            Building Surveyor

The following staff ceased duties with Council during April 2017:

- Peter Murray            Truck Driver

#### **BUDGET IMPLICATION**

Nil.

#### **CONCLUSION**

For Councillors' information.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

## **ENGINEERING**

### **1. APRIL 2017 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.

Rehabilitation works at the "Verdale Project" on Olympic Highway (MR78) south of The Rock are complete.

Heavy patching works on both Olympic Highway (MR78) and Tumbarumba Road (MR284) are complete.

##### **Regional Roads Block Grant:**

General maintenance is continuing on all Regional Roads including resealing on Lookout Road, Walla Walla (MR547) and Howlong Kywong Road, south of Brocklesby (MR370).

Linemarking has been completed on a number of Regional Roads in conjunction with the resealing program.

#### **Local Roads**

##### **Sealed:**

Reseals have been completed on Kellys Road and Coppabella Road as part of Council's Spray Sealing Program.

Major culvert construction and sediment and erosion control has been completed on Sweetwater Road, Mullengandra.

##### **Unsealed:**

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

Bedggood Rd	Nioka Rd
Bonnie Springs Rd	Pulletop Rd
Four Mile Ln	Quartz Hill Rd
Hudsons Rd	River Rd
Jacka Ln	Roachdale Rd
Jelbart Rd	Rodgers Rd East
Kendalls Rd	Rose Valley Ln
Kings Bridge Rd	Sawyer Rd
Merri Meric Rd	Stewarts Rd
Mirrabooka Rd	Taylor Rd
Mullers Rd	Verdon Rd

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

APRIL 2017 REPORT OF WORKS [CONT'D]

**Urban Streets:**

Roadworks, kerb and gutter and footpath replacement in Commercial St, Walla Walla between Railway Street and rail crossing is complete.

Footpath has been constructed at The Village Green, Adam Street, Jindera.

Kerb and gutter and roadworks have been carried out in Jindera Street, Jindera, including a bus turn around at the pre school.

**General:**

Installation of new drainage and other works at Holbrook Caravan Park are in progress.

Improvements at Burrumbuttock village as part of Villages Vote are continuing, these works included partial filling in of dam and drainage improvement on Urana Road and Howlong Burrumbuttock Road.

A Floodgate has been installed in Gamble Street Culcairn.

Road repairs over a sewer line sinkage in Black Street, Culcairn has been completed.

Replacement of a number of signs on rural roads is continuing.

Damaged pine rail fencing has been replaced at the rest area in Gerogery.

Major reconstruction works by NSW Roads and Maritime Services on Ten Mile Creek Bridge in Albury St, Holbrook is continuing.

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

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

APRIL 2017 REPORT OF WORKS [CONT'D]

**Monthly Works Maintenance Expenditure:**

<b>Local Roads Program</b>	<b>Original Budget</b>	<b>Amended Budget (September Budget Review)</b>	<b>YTD Budget</b>	<b>YTD Expenditure</b>	<b>YTD Variance</b>
Urban Local Roads	\$530,000.00	\$530,000.00	\$441,666.67	\$337,286.05	\$104,380.62
Urban Roads Unsealed	\$60,000.00	\$60,000.00	\$50,000.00	\$36,572.81	\$13,427.19
Rural Roads Sealed	\$600,000.00	\$600,000.00	\$500,000.00	\$672,840.95	*-\$172,840.95
Rural Roads Unsealed	\$1,050,625.00	\$1,050,625.00	\$875,520.83	\$1,570,900.78	*-\$695,379.95
					<i>*See Note Below</i>
Street Tree Maintenance	\$247,235.00	\$247,235.00	\$206,029.17	\$229,481.89	-\$23,452.72

<b>Regional Roads Program</b>	<b>Original Budget</b>	<b>Amended Budget (September Budget Review)</b>	<b>YTD Budget</b>	<b>YTD Expenditure</b>	<b>YTD Variance</b>
Maintenance	\$799,360.00	\$800,321.00	\$666,934.17	\$599,577.16	\$67,357.01
Traffic Facilities	\$133,933.00	\$136,000.00	\$113,333.33	\$53,359.15	\$59,974.18

<b>Sportsgrounds, Parks &amp; Public Toilets</b>	<b>Original Budget</b>	<b>Amended Budget (September Budget Review)</b>	<b>YTD Budget</b>	<b>YTD Expenditure</b>	<b>YTD Variance</b>
Sportsground Maintenance	\$112,000.00	\$112,000.00	\$93,333.33	\$120,438.62	-\$27,105.29
Parks & Gardens Maintenance	\$240,643.00	\$240,643.00	\$200,535.83	\$247,340.10	-\$46,804.27
Public Toilets Maintenance	\$171,134.00	\$171,134.00	\$142,611.67	\$115,306.95	\$27,304.72

*\* There have been no adjustments for storm damage Sept/October to rural roads as yet - awaiting further information from RMS*

**NB : Sportsground Maintenance excludes annual GHSC contribution payment**

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**2. WATER & SEWER REPORT – APRIL 2017**

**Water & Sewer Report – April 2017**

**Capital Works Program:**

- New section of 100mm water main installed for Culcairn Hospital upgrade
- Relocation of 225mm sewer main for Culcairn Hospital upgrade

**Operation & Maintenance:**

- 2 Water service repairs – Culcairn WS
- 2 Water service repair – VWS
- 3 New water service – VWS
- Meter replacements - VWS
- Meter replacements – Culcairn WS
- Raising sewer manhole lids in Culcairn, Henty & Holbrook

**Drinking Water Monitoring Program:**

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

**Upcoming Month:**

- Village Water Scheme, water main maintenance and new services
- Culcairn, water main maintenance
- CCTV sewer main inspections for Water & Wastewater Assets - 2017 valuations
- Install diesel back up pump for Holbrook SPS 1
- Cleaning of all water supply reservoirs

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

## **ENVIRONMENT AND PLANNING**

**1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF MARCH 2017**

The schedule of development applications processed for the month of March 2017 are attached at **ANNEXURE 12**.

**2. SENIOR WEEDS OFFICER'S REPORT – APRIL 2017**

Inspections for Silverleaf Nightshade, Prairie Ground Cherry, Blackberry and African Boxthorn have continued on both private land and roadside reserves. Spraying for Noogoora Burr along the Ten Mile creek in Holbrook and in the Ian Geddes Bush Walk has been completed.

All waste depots have been sprayed.

Vegetation controls along the roadside verges on MR 284 from Hume Highway to the intersection of the Billabong Road have been treated.

Some rabbit control has been carried out in the Culcairn cemetery where there has been holes dug around some of the gravestones.

**Bio-security Act 2015 update:**

The Department has released the 'E' Learning training package to ensure weeds officers will be adequately prepared for the implementation of the Act. Weeds staff are presently completing the 10 modules in readiness for the face to face training day to be held at Wagga Wagga in early June.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

**3. RANGER'S REPORT – APRIL 2017**

**COMPANION ANIMALS**

<b>No. of Complaints Received 18</b>		<b>Including: 2 barking dogs, 14 roaming dogs, and dealing with 2 aggressive dogs.</b>	
No. of dog attacks: 3		Location:	Holbrook: 1 horse was attacked in its yard. This was not reported immediately. Infringements and Nuisance Dog Order issued. Walla Walla: dog rushed out at walkers showing aggression. Investigations continuing. Morven: dog attacked a cat causing serious injury. Dog declared dangerous and infringements issued.
Comments:			
		<b>Dogs</b>	<b>Cats</b>
<b>In Council's Facility at Beginning of Month</b>			1
<b>Captured &amp; Returned to Owners</b>		8	
<b>Captured &amp; Impounded</b>		6	2
<b>Released from Pound to Owners</b>		6	1
<b>Surrendered by Owners</b>			
<b>Rehomed</b>			1
<b>Euthanased</b>			1
<b>Remaining in Council's Facility at End of Month</b>			

**FERAL CATS**

<b>No. of Complaints:</b>	2
<b>No. Feral Cats caught:</b>	1

**LIVESTOCK**

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

**OTHER LIVESTOCK, WILDLIFE COMPLAINTS**

One kangaroo euthanized Jindera area.

**ABANDONED VEHICLES**

One vehicle remains impounded.

Illegal parking on footpath - owner relocated vehicle.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

RANGER'S REPORT – APRIL 2017 [CONT'D]

<b>POLLUTION AND ENVIRONMENTAL INCIDENTS</b>	
<b>Inspection conducted: Overgrown Vegetation Unsafe Land</b>	Rubbish front yard - 2 orders issued. One order issued overgrown vegetation.
<b>Pollution: Noise</b>	Jindera – barking. Sound meter.
<b>Pollution: Waste</b>	Jindera – rubbish in a burn pile. Removed by the owner.

**ON-SITE SEWERAGE MANAGEMENT SYSTEMS**

<b>Inspection Type</b>	<b>No.</b>	<b>Compliant</b>	<b>Works required</b>	<b>Order Issued</b>	<b>Re-Inspection Required</b>
<b>OSMS Compliance Inspections</b>	3	2	1		1
<b>Pre-Purchase Inspections</b>					
<b>OSMS Orders Compliance Inspections</b>	1	1			

**OTHER WORKS CONDUCTED**

- Companion Animal Registrations continuing to come in from the letters sent out and follow up.
- Three Nuisance Dog Orders issued for roaming/aggressive dogs.
- Menacing and dangerous dog compliance checks.
- Microchipping dogs and cats.
- Assisting the RSPCA with welfare of animals kept.
- RID online (Report Illegal Dumping online) updating with data entry.
- Dealing with alcohol and drug affected people course.
- Noise monitoring.

**RECOMMENDATION**

That Part B of the Agenda be received and noted.



**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL  
TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX,  
LIBRARY COURT, HOLBROOK ON WEDNESDAY, 17 MAY 2017**

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

Attached, in **ANNEXURE 13**, are notes of the following meeting:

- Minutes of the Greater Hume Shire Youth Advisory Committee held on Thursday, 6 April 2017
- Minutes of the Walla Walla Community Development Committee held on Monday, 30 January 2017

### **DELEGATE REPORTS**

Nil.

### **RECOMMENDATION**

That Part C of the Agenda be received and noted.