



Greater Hume Shire

To: <<Name>>

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 15 MARCH 2017

NOTICE is hereby given that an Ordinary Meeting of the Greater Hume Shire Council will be held at the Burrumbuttock Hall, Urana Road, Burrumbuttock commencing at 6.00pm.

The following speakers have listed to speak during the Public Forum:

- **Bill Jongeneel - Impounding of Sheep.**
- **Keiran Keenan - Burrumbuttock Community Forum**

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

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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 – 15 February 2017

6. ACTION REPORTS FROM THE MINUTES

7. REPORTS FROM OFFICERS

PART A For Determination

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

PART B For Information

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

8. MATTERS OF URGENCY

9. QUESTIONS ON NOTICE

10. CLOSED COUNCIL – CONFIDENTIAL REPORTS

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OFFICERS' REPORTS – PART A – FOR DETERMINATION

GOVERNANCE

1. PRESENTATION TO COUNCIL – MURRAY REGIONAL TOURISM BOARD

**Report prepared by Executive Assistant – Tourism and Promotions Officer,
Kerrie Wise**

REASON FOR REPORT

To advise that Murray Regional Tourism Board will be making a presentation to Council on the activities over the past 12 months and future projects.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy 11.1.5.2 Continue to nurture joint partnerships and relationships with neighbouring Local Government Areas and organisations such as Murray ARTS and Murray Regional Tourism Board.

Action 11.1.5.2 Continue membership to MRTB and Murray Arts and provide support to initiatives undertaken by these organisations.

DISCUSSION

A request has been received from Mark Francis, Chief Executive Officer, Murray Regional Tourism Board to make a short presentation to Council at the March meeting.

BUDGET IMPLICATIONS

The presentation is being made to secure Council's commitment to membership from 1 July 2017 to 30 June 2020.

CONCLUSION

It is important that the Chief Executive Officer is provided with the opportunity to advise Council of the activities of Murray Regional Tourism.

RECOMMENDATION

That standing orders be suspended to allow a presentation by Mark Francis, Chief Executive Officer, Murray Regional Tourism Board.

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATION 10.2016.139.1 – CONSTRUCT A NEW DWELLING– LOT 41 DP571004 – 68 BALFOUR STREET CULCAIRN

Report by Director Environment and Planning – Colin Kane

REASON FOR REPORT

Council has received a development application from Davis Sanders Homes to construct a new dwelling at Lot 41 DP571004, 68 Balfour Street Culcairn (the site).

This report represents an assessment of the application under Part 4 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). The application is being reported to Council because a submission has been received in response to the neighbour notification.

REFERENCE TO DELIVERY PLAN ACTION

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

Action 7.8.1 Process all developments applications as submitted.

DISCUSSION

Detail of Proposal

The proposal is to construct a brick veneer three bedroom dwelling of 203m² on Lot 41 DP571004. The site is situated opposite the Culcairn Public School and a heritage item "Papworth's Bakery Shop" I46 is located next door. It is also positioned on the extremity of the Culcairn Heritage Conservation area which is shown in the Greater Hume Development Control Plan 2013. A copy of the site plan and elevations are included in **ANNEXURE 1**.

The subject land is zoned RU5 village under the Greater Hume Local Environmental Plan 2012 and is impacted by flooding.

Notification and Referral Process

Notification of this application has occurred twice as the applicant amended plans prior to Council's determination. The amendments were made in response to a submission made from a neighbour and to address Council's requirement that the floor height of the dwelling be raised to meet the requirements of Council's Flood Risk Management Plan.

As mentioned, a submission from a neighbour was received in response to the first notification process. This submitter replied to the second notification and confirmed that the amended plans only partly addressed their concerns. The concerns of the submitter are discussed latter in this report.

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ASSESSMENT

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

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

Regional Plans

The Riverina Murray Regional Plan 2036 applies however the development is of a minor nature and does not derogate from the objectives of this plan.

Local Environmental Plans

The subject land is zoned RU5 Village under the LEP. The relevant matters of the LEP are addressed as follows.

1 Objectives of zone

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

Dwellings are permitted with consent within the RU5 zone.

As mentioned the proposed dwelling is to be located adjacent to a heritage item and within the confines of the Culcairn Heritage Conservation Area discussed in the Greater Hume Development Control Plan. Clause 5.10 of the LEP relates to Heritage Conservation. In this instance however, the provision does not apply because they relate primarily to the heritage item and not to development on adjacent land which is shown only in a Heritage Conservation Area contained in a Development Control Plan. Further assessment of the heritage implications of the proposal will be provided when the requirements of the Greater Hume Development Control Plan are discussed.

Clause 6.1 Flood Planning relates to this development and applies to the site because the land is beneath the flood planning level. Clause 6.1(3) indicates that development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:

- a. Is compatible with the flood hazard of the land, and
- b. Will not significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties, and
- c. Incorporates appropriate measures to manage risk to life from flood, and
- d. Will not significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses, and
- e. Is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.

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In response to the abovementioned stipulations it is advised that a flood level for the dwelling has been established from Council's Flood Risk Management Plan which requires that a minimum floor height be 215.677 AHD. This will mean that the dwelling floor height will be approximately 700mm above the existing ground surface.

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

Nil.

Development Control Plan

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

2 Residential Development:

STANDARD	ACCEPTABLE	COMMENT
2.1 Neighbourhood character	✓	The proposed dwelling will be acceptable in context and setting with adjacent land.
2.2 Streetscape	✓	The proposed dwelling is situated adjacent to the heritage item which has the appearance of a shop. It is consistent in appearance with other dwellings in the same location.
2.3 Site requirements	✓	The site requirements have been addressed.
2.4 Building heights	✓	The height of the proposed dwelling is impacted upon by the need to have a floor that can meet flooding requirements. The house may be approximately 200-300mm higher than adjacent buildings. However this height difference will mean minimal effect on the streetscape.
2.5 Building setbacks	✓	The proposed dwelling will be setback 9 metres from the street and 11 metres from the street to the garage. The side setbacks are 2.6 metres and 1.5 metres which is acceptable.
2.6 Privacy and amenity	✓	No adverse effect on adjoining owners should occur once fencing and vegetation is established.

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STANDARD	ACCEPTABLE	COMMENT
2.7 Landscaping	✓	No issues.
2.8 Private open space	✓	No issues.
2.9 Car parking and access	✓	No issues.
2.10 Earthworks and drainage	✓	No issues
2.11 Ancillary development	N/A	
2.12 Outbuildings	N/A	
2.13 Development standards for particular land	✓	Greater Hume Development Control Plan 2013.
2.14 Site facilities	N/A	
2.15 Security	N/A	None. Adequate perimeter fencing already exists on the land.
2.16 Energy efficiency	N/A	No issues.

3 Industrial Development:
Not applicable to this development.

4 Commercial Development:
Not applicable to this development.

5 Township Structure Plans:
Not applicable for this development.

6 Subdivision:
Not applicable for this development.

7 Vegetation:
Not applicable for this site on the removal of native vegetation.

8 Flood Liable Land:
Yes but addressed through application of a floor height.

9 Heritage Conservation Areas:
Applicable for this development the design criteria is as follows:

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Design Criteria	Response
The heritage significance of the heritage conservation area and the contribution which any building, work, relic, tree or place affected by the proposed development makes to this heritage significance, and	As mentioned the proposed dwelling is located at the end of the Culcairn Heritage Conservation Area. The area extends to this location to include the Papworth Bakery and the London Bank building at 39 Balfour Street. Other buildings in this location have limited heritage value. The proposed dwelling will not derogate from the bakery because it has now been setback to allow the signage to be viewed. Council's Heritage Consultant had suggested some possible changes to the dwelling to increase its compatibility to other buildings in the Heritage Conservation Area. The author is of the opinion that such changes would have a minor effect and are not warranted given the appearance of other nearby buildings.
The impact that the proposed development would have on the heritage significance of the heritage conservation area, and	There are contemporary dwellings located to the west and east of the Papworth bakery. The Councils Heritage Consultant had suggested some possible changes to the dwelling to increase its compatibility to other buildings in the Heritage Conservation Area. The author is of the opinion that such changes would have a minor effect and are not warranted given the appearance of other nearby buildings.
The compatibility of any proposed development with nearby original buildings and the character of the heritage conservation area, taking into account the size, form, scale, orientation, setbacks, materials and detailing of the proposed development, and	Given that the site of the proposed dwelling is devoid of vegetation and has a large shed at the rear of the allotment it is considered that the proposed dwelling will be an improvement. As mentioned the setback will ensure that Papworth Bakery Signage can still be viewed. Also the current dwellings around the heritage item do not accentuate the Heritage Conservation Area.
The measures proposed to conserve the significance of the heritage conservation area and its setting, and	As mentioned the proponent has been required to set the dwelling further back on the allotment. The Heritage consultant was recommending further changes to the design. However this would be at additional cost for the applicant who has already incurred considerable expense in complying with the mandated floor height for flooding.
Whether any landscape or horticultural features would be affected by the proposed development, and	A submission has raised concern that a large palm may be affected by the development. This issue however can be addressed through a condition of consent.

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Whether any archaeological site or potential archaeological site would be affected by the proposed development, and	N/A.
The extent to which the carrying out of the proposed development in accordance with the consent would affect any historic subdivision pattern, and	N/A.
The issues raised by any submission received in relation to the proposed development in response to the notification or advertising of the application	<p>The submission raised concerns that the development would obstruct the historical signage on the building. This issue has now been addressed by requiring the building to be set further back on the site. The garage adjacent to the bakery is now setback 11 metres. The side setback has been increased to 1.5 metres.</p> <p>Landscaping being placed against the wall obstructing views is another concern. A condition of consent will be imposed to prevent the likelihood of this occurring.</p> <p>Damage to the building has been raised as a concern and this will be addressed with a condition. It is a prescribed condition of consent that stipulates the person having the benefit of the development consent "Davis Sanders Homes" must take all necessary measure to prevent damage to adjacent building and if damage occurs then it must be rectified. As the building is setback 1.5 metres from the neighbouring property it is unlikely that damage will occur. Conditions will be imposed to prevent surface water runoff affecting the adjacent building.</p> <p>Access for maintenance of the heritage item has been raised as a concern. The submitter is suggesting that Council require an easement on the title to facilitate this access. It is considered by the author that this would be an unreasonable cost imposition on the proponent. If the parties cannot agree to the provision of access for maintenance then the owner requiring access can utilise the provision of the Neighbouring Land Act and seek access via the Local Court.</p> <p>Possible damage to a large date palm has already been discussed.</p>

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10 Notification Policy:

The development was notified to all adjoining properties

11 Site Specific Controls:

Not applicable for this development.

12 Developer Contributions Plan:

A contribution is required pursuant to Council's Contributions Plan.

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

ISSUE	ACCEPTABLE	COMMENT
Context & setting	✓	Discussed above in the heritage assessment.
Access & parking	✓	Access to the site is available from Balfour Street. No issue with parking.
Roads & traffic	✓	Access to the site is available from Balfour Street.
Utilities	✓	All are available to the property.
Heritage	✓	Discussed above.
Stormwater	✓	Stormwater will be discharged to Balfour Street and requirements will be made to prevent runoff towards the adjacent heritage item.
Soils & erosion	✓	No issues.
Flora & fauna	✓	No impacts.
Flooding	✓	No issues. Floor level above 1:100 flood level.
Bushfire		N/A
Technological hazards	N/A	

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

Site inspections carried out showed the site is suitable for the development having had regard to the nature of the site and the surrounding land use.

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

A submission has been received which is included in **ANNEXURE 1**. Most of the issues raised in the submission related to the impacts of the proposed dwelling on the Papworth Bakery Heritage item. These issues were discussed above in the assessment required by the Greater Hume Development Control Plan. The following table addresses areas of concern that are unrelated to the heritage item.

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Issue Raised	Response
Fencing anomalies and neighbourhood dispute	A fencing anomaly has resulted in a neighbourhood dispute which has manifested in the destruction of a date palm and adjustment of soil levels. The submitter acknowledges that this is primarily a private matter which should be addressed through the NSW Civil an Administrative Tribunal. They suggest that Council require a peg out survey. This a practical suggestion which can be accommodated as a surveyor will be required to attend the site to verify that the finished floor height will be above the level imposed by Council.

79C(e) The Public Interest

With appropriate conditions of consent the proposed dwelling can be erected so as to ensure that the public interest is maintained.

CONCLUSION

In conclusion, the proposal to erect the dwelling at Lot 41 DP571004, 68 Balfour Street Culcairn satisfies the assessment criteria under Section 79C of the EP&A Act and can be approved by Council.

RECOMMENDATION

Pursuant to section 81(1)(a) of the Environmental Planning and Assessment Act 1979 and subject to the following conditions of consent Council approve the Development Application 10.2016.139.1 for the erection of a dwelling at Lot 41 DP571004, 68 Balfour Street Culcairn.

RECOMMENDED CONDITIONS:

APPROVED PLANS

1 Compliance with Plans and Conditions

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

2 Time period of consent

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

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

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PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

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

3 Approval required prior to the issue of construction certificate

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

a. **Contract of Insurance or Owner-builder Permit**

Prior to the issue of a construction certificate, the Certifying Authority shall be satisfied that:

- i) A contract of insurance that complies with Part 6 of the Home Building Act 1989 is in force in relation to the subject work. A certificate of insurance is to be provided to the other party of the contract; or
- ii). An owner-builder has a valid owner-builder permit issued by the Department of Fair Trading.

b. **Schedule of Colours**

A schedule of external colours is required to be provided to Council for approval.

4 Section 94A Levy Development Contributions

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

The Section 94A Levy is calculated at 1% of the cost of development, as determined at the date of this consent. The total contribution to be paid has been calculated at \$2521.

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

PRIOR TO THE COMMENCEMENT OF ANY WORKS

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

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5 Construction Certificate Required

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

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

6 Appointment of a Principal Certifying Authority

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

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

7 Notify Council of Intention to Commence Works

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

8 Toilet Facility

Prior to the commencement of any works on site, a flushing toilet facility is to be provided on site. The toilet must be connected to either a public sewer, or an accredited sewage management facility, or to an alternative sewage management facility (chemical closet) approved by Greater Hume Shire Council.

9 Vehicular Crossover

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

10 Sign During Construction

Prior to the commencement of works, a sign must be erected in a prominent position on site during construction:

- a. Stating that unauthorised entry to the work site is prohibited,
- b. Showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours, and
- c. Showing the name, address and a telephone number of the Principal Certifying Authority for the development.

Note: A \$600 on the spot fine may be issued for non-compliance with this condition.

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PRIOR TO OCCUPATION OF THE DEVELOPMENT

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

11 Interim / Final Occupation Certificate Required

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

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

12 Certification of Approved Floor Level

Prior to the issue of an occupation certificate (Interim or Final), a certificate by a registered surveyor shall be submitted to the Principal Certifying Authority certifying that the floor level of the dwelling is 215.677 AHD.

13 Surveyor's Certificate of Location of Building upon Completion

Prior to the issue of the final occupation certificate, a registered surveyor's certificate shall be submitted to and approved by the Principal Certifying Authority certifying that the dwelling and garage have been positioned in accordance with the approved plans. It shall show the boundaries of the allotment and the distances of dwelling and garage from the boundaries.

GENERAL CONDITIONS

The following conditions have been applied to ensure that the use of the land and/or building is carried out in such a manner that is consistent with the aims and objectives of the planning instrument affecting the land. A Principal Certifying Authority can either be Greater Hume Shire Council or an accredited certifier.

14 Compliance with Construction Certificate

All building works approved in this development consent must comply with the terms of the consent the plans, specifications and any other approved documents relevant to the approved Construction Certificate.

15 No Removal or Damage to Occur to Palm Tree

The palm tree situated on the common boundary of 66 and 68 Balfour Street Culcairn is not to be removed or damaged as part of undertaking the development of dwelling.

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16 No Landscaping to be Provided to Western Boundary

No shrubs or trees are to be planted along the western boundary which would obscure views of the "Papworth Bakery" signage.

17 Surface Water Not To Be Directed to Adjacent Building

The topography of the land is to be maintained so that no surface water is directed towards the Papworth Bakery at 66 Balfour Street Culcairn. Any fill is to be contained beneath an extended edge beam or retained with suitable walls. Adequate provision for the surface water is to be provided between the proposed dwelling and the Papworth Bakery.

PRESCRIBED CONDITIONS OF CONSENT

The following conditions are known as "Prescribed Conditions" and are required by the Environmental Planning and Assessment Regulation 2000 to be imposed as part of any development consent whether or not they are relevant to the development approved under this consent. Please do not hesitate to contact staff in Council's Development Department who will be happy to advise you as to whether or not the conditions are relevant to your consent.

- 18 All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate or complying development certificate was made).
- 19 In the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of the Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.
- 20 Residential building work within the meaning of the Home Building Act 1989 must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:
- in the case of work for which a principal contractor is required to be appointed:
 - (i) the name and licence number of the principal contractor, and
 - (ii) the name of the insurer by which the work is insured under Part 6 of the Act,
 - in the case of work to be done by an owner-builder:
 - (i) the name of the owner-builder, and
 - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
TO BE HELD AT THE BURRUMBUTTOCK HALL, URANA ROAD, BURRUMBUTTOCK
ON WEDNESDAY, 15 MARCH 2017**

DEVELOPMENT APPLICATION 10.2016.139.1 – CONSTRUCT A NEW DWELLING– LOT 41
DP571004 – 68 BALFOUR STREET CULCAIRN [CON'T]

- 21 A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
- showing the name, address and telephone number of the principal certifying authority for the work, and
 - showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work is being carried out and must be removed when the work has been completed.

NOTE: This condition does not apply to building work that is carried out inside an existing building that does not affect the external walls of the building.

- 22 Any development that involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the **benefit of the development consent must, at the person's own expense:**
- (i) protect and support the adjoining premises from possible damage from the excavation, and
 - (ii) where necessary, underpin the adjoining premises to prevent any such damage.

NOTE: The condition referred to in sub clause (1) does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

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2. DEVELOPMENT APPLICATION 10.2017.9.1 – SUBDIVISION YIELDING 3 LOTS AT COMPLETION LOT 3 DP1090659 – 1152 WALLA WALLA ROAD GEROGERY

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

Council is in receipt of a development application for a subdivision that will ultimately yield three lots in Gerogery. The subject land is described as Lot 3 DP1090659, 1152 Walla Walla Road Gerogery (the site). The applicant is Scope Project Consulting and the landowner is K L Way.

This report represents an assessment of the application under Part 4 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). The application is being reported to Council because submissions have been received in response to the neighbour notification.

REFERENCE TO DELIVERY PLAN ACTION

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

Action 7.8.1 Process all developments applications as submitted.

DISCUSSION

The existing title is 26.54 hectares in area and is an L shape with a 314 metre frontage to Station Street. It is relatively flat with a slight fall to the south and there are no notable topographic features on the site. It is well covered by grass and has previously been used for small scale cropping or grazing, with no trees located on the site. A copy of the Development Application Report and Statement of Environmental Effects is included in **ANNEXURE 2**.

The proposal is to subdivide the subject land into three (3) lots that are consistent with the planning requirements. The proposed lots will all have access to Station Street with two of the lots requiring new access points and access handles.

Consultation & Referral Process

The application was notified to nine adjoining landowners and one submission was received from the notification process.

Engineering Comments

Council's engineering department has inspected the site and requested the following conditions for the development consent:

- No reticulated sewerage is available.
- Payment of developer contributions (water \$6,272)
- Connect each new allotment to the village water supply at the full cost of the developer.
- **2 new rural driveway crossovers to be constructed to Council's standards for proposed new allotments lots 2 and 3. Existing crossover for lot 1 is satisfactory.**
- Drainage to be directed to natural drainage channels and table drain along Walla Walla Road.

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DEVELOPMENT APPLICATION 10.2017.9.1 – SUBDIVISION YIELDING 3 LOTS AT COMPLETION LOT 3 DP1090659 – 1152 WALLA WALLA ROAD GEROGERY [CONT'D]

Greater Hume Local Environmental Plan 2012

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

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

The subject land is zoned RU4 Primary Production Small Lots by the LEP. The objectives of the RU4 zone are:

- *To enable sustainable primary industry and other compatible land uses.*
- *To encourage and promote diversity and employment opportunities in relation to primary industry enterprises, particularly that that require smaller lots or that are more intensive in nature.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones*

The objectives of the RU4 zone are aimed at encouraging agricultural use of the land on a small scale. It is typically located between the RU1 Primary Production zone and other residential zones and is transition zone from one to the other.

Clause 4.1 requires that lots created in a subdivision must be at least the size specified on the MLS map. In this case the MLS for the subject land is 8ha and therefore all three of the lots are compliant with this requirement.

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

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

- (a) *The supply of water.*
- (b) *The supply of electricity.*
- (c) *The disposal and management of sewage.*
- (d) *Stormwater drainage or on-site conservation.*
- (e) *Suitable vehicular access.*

The subject land can be serviced by the village water supply and disposal of effluent will occur through Onsite Sewerage Management Systems. The applicant advises that reticulated electricity and telecommunications are both available.

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DEVELOPMENT APPLICATION 10.2017.9.1 – SUBDIVISION YIELDING 3 LOTS AT COMPLETION LOT 3 DP1090659 – 1152 WALLA WALLA ROAD GEROGERY [CONT'D]

DEVELOPMENT STANDARD	COMMENT
<p>Staging</p> <p>1. Where staging of a subdivision is proposed, a staging plan must be submitted with the development application.</p> <p>2. Staging of subdivision should have regard to the existing and proposed provision of services and avoid staging development which would have negative impacts upon infrastructure provision and/or design.</p>	<p>No staging to occur.</p>
<p>Movement network</p> <p>1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. All development for subdivision must comply with the Council's standards for road design.</p> <p>3. For lots fronting a main road, access shall be from a secondary road where the opportunity exists.</p> <p>4. All lots are to be provided with access to a public road. Easements for access will only be considered in extraordinary circumstances.</p> <p>5. Any upgrade or construction of a public road to provide access to a lot shall be at the applicant's expense.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p> <p>No roads will be created as part of this subdivision.</p> <p>N/A.</p> <p>Direct access to a public road will be provided to each allotment.</p> <p>N/A.</p>
<p>Lot design</p> <p>1. <i>Compliance with the Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards.</i></p> <p>2. Multi-lot subdivisions should provide for a range of lot sizes.</p> <p>3. Lots are to be provided with legal and practical public road access.</p> <p>4. Lots are to be designed to accommodate the type of development envisaged. Irregular shaped lots or lots too small will be regarded by Council as incompatible with objectives for this standard.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p> <p>The proposal has a range of lot sizes that are all above the minimum size.</p> <p>All lots are provided with frontage to a public road except lot 1 which is an existing arrangement. Lots are adequate.</p>

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DEVELOPMENT APPLICATION 10.2017.9.1 – SUBDIVISION YIELDING 3 LOTS AT COMPLETION LOT 3 DP1090659 – 1152 WALLA WALLA ROAD GEROGERY [CONT'D]

DEVELOPMENT STANDARD	COMMENT
<p>5. For battle-axe allotments a minimum width of the access handle is to be 4.5m.</p> <p>6. Lots are to be able to contain a rectangular building envelope measuring 10 metres by 15 metres, suitable for the erection of a dwelling.</p> <p>7. Lots are to be designed to maximise solar access.</p>	<p>The access for the battle axe lots are 20 metres and 15 wide.</p> <p>A building envelope with these dimensions can be accommodated on each lot and contain the existing dwellings.</p> <p>At 8ha in size these lots will afford excellent solar access.</p>
<p>Infrastructure & services</p> <p>1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. Where a reticulated external potable water supply is provided, all lots shall be connected.</p> <p>3. Where a reticulated external sewerage system is provided, all lots shall be connected.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p> <p>All lots will be connected to reticulated town water supply.</p> <p>N/A.</p>
<p>Hazards</p> <p>1. On land mapped as bushfire prone, compliance with the <i>NSW Rural Fire Service guide Planning for Bushfire Protection (2006)</i>.</p> <p>2. On land considered by Council to potentially being subjected to flooding, an investigation of the land as to the flood risk and consideration of the <i>Floodplain Development Manual: the management of flood liable land (2005)</i>.</p> <p>3. On land that is, or has previously been used for a potentially contaminating activity, an investigation of the land in accordance with the requirements of <i>State Environmental Planning Policy No.55 – Remediation of Land</i>. An investigation should be in accordance with the process detailed in the <i>State Government's Managing Land Contamination – Planning Guidelines SEPP55 Remediation of Land (1998)</i>.</p>	<p>N/A.</p> <p>There is no flood study that has been commissioned for this area. It may be necessary for a dwelling on these lots to be erected on a pad.</p> <p>There is no evidence to suggest the lot is potentially contaminated and hence further investigation in this regard is not necessary.</p>

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DEVELOPMENT APPLICATION 10.2017.9.1 – SUBDIVISION YIELDING 3 LOTS AT COMPLETION LOT 3 DP1090659 – 1152 WALLA WALLA ROAD GEROGERY [CONT'D]

DEVELOPMENT STANDARD	COMMENT
<p>Site management</p> <p>1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. Compliance with <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga & Hume Councils</i>.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p> <p>No details were provided with the application in regards to soil and water management. Having regard for the characteristics of the lot and the low risk of erosion etc, it is acceptable that a condition be included on the consent to comply with these guidelines.</p>

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

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

ISSUE	ACCEPT-ABLE	COMMENT
Context & setting	✓	<p>The subject land is located on Walla Walla Road Gerogery. The land further to the north is zoned RU1 Primary Production and is being used for agricultural purposes. Land to the south, east and west in Gerogery has some smaller holdings and has same zoning.</p> <p>The proposal will be in keeping with the existing use of land in the locality.</p>
Access & parking	✓	All lots will have access to a public road. Parking is not an issue for the proposal.
Roads & traffic	✓	All lots have frontage to a public road. The traffic impacts from the subdivision will not result in an adverse outcome in terms of the road network.
Utilities	✓	The lots are to demonstrate access to reticulated water infrastructure, telecommunications and power.
Heritage	✓	The lot is not a heritage place nor contains any heritage items.
Archaeology	✓	There are no known archaeological items on the lot. As disturbance of the site has already been incurred through agricultural activity, this issue is not a concern for the subdivision.

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DEVELOPMENT APPLICATION 10.2017.9.1 – SUBDIVISION YIELDING 3 LOTS AT COMPLETION LOT 3 DP1090659 – 1152 WALLA WALLA ROAD GEROGERY [CONT'D]

ISSUE	ACCEPT-ABLE	COMMENT
Stormwater	✓	Stormwater from the future dwellings will be collected in rain water tanks. The dispersion of rain water over 8ha allotments will mean that there will be negligible effect on adjacent properties. The subdivision itself will have no impact on stormwater.
Soils & erosion	✓	Any works associated with the subdivision will need to be undertaken in accordance with the <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga & Hume Councils</i> . The flatness of the site means there is a very low risk of erosion.
Flora & fauna	✓	The lot is cleared of vegetation and hence the subdivision has no impact on flora and fauna.
Flooding	✓	The land is not flood prone as there has not been a flood study undertaken in this location.
Bushfire	✓	
Technological hazards	N/A	-
Safety, security & crime prevention	N/A	-
Privacy	✓	This matter has been raised in a submission and will be discussed later.
Landscaping	N/A	-
Overshadowing	N/A	-
Land resources	N/A	-

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

The site is suitable for the subdivision the lots are compliant with the minimum lot size of 8ha and they are of a proportion to comfortably accommodate new dwellings and associated infrastructure.

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

One submission has been received to the notification of the proposed subdivision which is included in **ANNEXURE 2**. The issues raised in this submission are addressed.

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DEVELOPMENT APPLICATION 10.2017.9.1 – SUBDIVISION YIELDING 3 LOTS AT COMPLETION LOT 3 DP1090659 – 1152 WALLA WALLA ROAD GEROGERY [CONT'D]

ISSUE	COMMENT
Concern about dust from adjacent residents in neighbouring property	The submitter is concerned about dust having a negative effect on residents of their household. In response, their house is 38 metres from the common boundary. The driveway would be setback further than that distance. It is considered that dust raised by the driveway would not be excessive because car movements are considerably lower on a driveway than a public road.
Overlooking/loss of privacy	This concern primarily relates to the possibility that privacy may be lost in the outside entertainment area due to the location of the driveway. In response, use of the driveway will be lower than a road and suitable trees can be planted along the boundary.
The driveway will result in a devaluation of the submitter's property.	Not a planning consideration.

• **79C(e) The public interest.**

The proposed subdivision is consistent with the minimum lots size for the RU4 zoning which are stipulations that exist within the Greater Hume Local Environment Plan 2012, a planning instrument was advertised and subsequently adopted by Council and consequently it would be inconsistent to conclude that a subdivision undertaken in accordance with the applicable requirement of the Greater Hume Local Environment Plan 2012 is not in the public interest.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

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

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

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DEVELOPMENT APPLICATION 10.2017.9.1 – SUBDIVISION YIELDING 3 LOTS AT
COMPLETION LOT 3 DP1090659 – 1152 WALLA WALLA ROAD GEROGERY [CONT'D]

RECOMMENDATION

That application DA10.2017.9 for a 3 lot subdivision on land described as Lot 3 DP1090659, 1152 Walla Walla Road Gerogery be approved subject to the following conditions:

- 1 The development is to be carried out generally in accordance with the approved plan and accompanying report endorsed DA10.2017.9 except where amended by any conditions of this consent.
- 2 Prior to the issue of a Subdivision Certificate for any lot the applicant shall provide to Council for approval:
 - a. Written advice from Essential Energy and Telstra indicating the availability of electricity and telecommunications to each lot.
 - b. **Payment of the following Development Servicing Plan (DSP) charges for water:**
 - (i) Water Supply \$6272.**NB. Contributions are due prior to the release of the Subdivision Certificate and will be calculated or recalculated at the rate applicable under the plans current at the time of payment.**
 - c. Provide a statement confirming that all services are physically separated and that there is no shared metering
- 3 Prior to the issue of a Subdivision Certificate for any lot the applicant shall **undertake the following works in accordance with Council's specifications and at the applicant's expense:**
 - a. Construction of a driveway crossover in accordance with Council's standard detail (attached) for Lots 2 and 3. The typical rural driveway crossover shall be in accordance with Council's Specifications Drawing (see attached). All works associated with the vehicle crossover shall be inspected by Council's Engineering Department prior to any pouring of concrete. A Road Opening Permit will only be issued upon completion of "Road Opening Permit Application" (form attached) and payment of the fee applicable.
 - b. **Connection of all lots to Council's Villages Water Supply** by Council at the full cost of the applicant.
 - c. Planting of suitable trees (minimum 1 metre in height and spaced at a minimum of 5 metres) along the common boundaries of proposed lots 2 and lot 3 and 1132 and 1168 Walla Walla Road Gerogery.
- 4 All easements necessary to ensure the supply of services and access shall be provided.
- 5 No trees shall be removed from this land as a result of the subdivision without the written permission of Council.

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DEVELOPMENT APPLICATION 10.2017.9.1 – SUBDIVISION YIELDING 3 LOTS AT
COMPLETION LOT 3 DP1090659 – 1152 WALLA WALLA ROAD GEROGERY [CONT'D]

- 6 Any works associated with this development shall be undertaken in accordance with Council's Soil and Water Management Guidelines for Subdivisions.
- 7 All Stormwater drainage shall be to natural drainage lines.
- 8 Written notice shall be given to Council seven (7) days prior to the commencement of any works associated with the subdivision.
- 9 This consent shall lapse if the development hereby permitted is not physically commenced within five (5) years of the date of consent.
- 10 Subdivision Certificate will only be issued upon completion of "Application for Subdivision Certificate" (form attached) and payment of the fee applicable when the subdivision certificate is issued.

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3. OPPORTUNITIES TO RECYCLE AT COUNCIL'S WASTE FACILITIES

Report by Director Environment and Planning – Colin Kane

REASON FOR REPORT

To respond to a question on notice from Cr Stewart that the provision of recycling facilities at Council's transfer stations appear to be inadequate and that possible alternatives need to be explored.

This report will also bring to Council's attention initiatives that will be developed to expand recycling of problem waste.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 12 Maintain biodiversity and a high quality natural environment
Action 12.1.5 Reduce our waste to landfill through effective waste management practices and recycling working to minimise waste being sent to landfill.
Encourage reuse of resources and prevent waste that is potentially harmful to the environment being landfilled

DISCUSSION

This report will respond to a question on notice from Councillor Stewart about inadequate recycling facilities and whether possible alternatives could be explored. The report will also advise on initiatives that Council will introduce in the 2017/2018 financial year to improve recycling of problem waste.

The author is aware from Councillors that it has been an issue at times that free space is not available in recycling bins at both the Mullengandra and Burrumbuttock transfer stations. Since Councillors have raised this matter with the author, additional bins have been provided at these facilities and have not yet been fully filled between collections.

At all of Council's waste facilities both 240 litre and 360 litres mobile garbage bins (MGB) are available for residents to place their comingled recycling. The recycling in these bins is picked up by Council's contractor that is engaged to undertake the kerbside collection in Council's towns and villages. At the larger facilities where a collection service operates a separate paper cardboard bin is provided.

The current method of collecting recycling at the waste facilities has evolved over time to take advantage of the collection systems that operate in the various localities in the shire. In comparison to alternatives, it has advantages with respect to costs paid by Council and a reduced carbon footprint.

Following is the number of bins that are provided at Mullengandra and Burrumbuttock and the cost for collection:

Current Services

Mullengandra

8 x 240 Litre Bins @ \$5.05 each serviced F/Nightly.

10 x 360 Litre Bins @ \$6.85 each serviced F/Nightly.

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OPPORTUNITIES TO RECYCLE AT COUNCIL'S WASTE FACILITIES [CONT'D]

Burrumbuttock

15 x 240 Litre Bins @ \$5.05 each serviced F/Nightly.

5 x 360 Litre Bins @ \$6.85 each serviced F/Nightly per bin per collection.

At Mullengandra the capacity of recycling available is 5.52 cubic metres at a cost of \$108.9 (\$19.70 per cubic metre). While at Burrumbuttock the capacity of recycling is 5.4 cubic metres at a cost of \$110 (\$20.3 per cubic metre).

An alternative method of collecting the recycling is available via 3 cubic metre skip bins however the cost of this method is quoted as being \$450 travel time and additional \$40 (\$163 per cubic metre) charged. It is apparent that the cost of the alternate method is considerably higher.

The existing collection method is economical because it is an extension of an existing service that utilises a collection vehicle with compaction equipment. The compaction equipment reduces the airspace in the waste and allows economical quantities to be collected and transported. The alternate systems would enjoy neither advantage in that a truck would need to make a specific journey to collect the material and the method of collection would not allow compaction.

Another alternative would involve Council providing front lift recycling bins at all facilities and then engaging a contractor to undertake a run through all the sites to collect the bins. This alternative has not been costed however it would enable collection of large quantities of recycling as front lift bins range in size from 1–5 cubic metres. Due to the compaction capacity of the collection vehicle many front lift bins could be collected. It would take a considerable amount of time (at least a day) for a collection vehicle to pass throughout the shire and service the waste facilities. For this reason the cost per metre of this alternative is thought to be lower than the charge for the skip bin but far greater than the existing system.

It is the opinion of the author that the process of recycling has a reasonably large carbon footprint which is the result of the collection of the material, processing of the material in a materials recovery facility, transportation of separated material back to the facility performing the reuse/remaking and energy utilised to reuse/remake the material. For this reason the author considers that it is not sustainable to utilise large quantities of energy to retrieve very small quantities of materials. Consequently the author considers that the existing system is the most sustainable method of recycling for Greater Hume Shire Council area.

Possible improvements to the existing system could arise through the provision of even more **MGB's as this would provide additional space to satisfy demand. Further, there is the possibility that a MGB exchange program could be implemented.** This may involve rural residents purchasing a MGB for recycling and then exchanging that bin with another at the facility. This programme may save the person from emptying their recycling at the facility and would ensure that sufficient bins are available to meet demand. The proposal may need to be trialled to ascertain the practicalities and to determine whether it could be a viable option.

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OPPORTUNITIES TO RECYCLE AT COUNCIL'S WASTE FACILITIES [CONT'D]

As mentioned above, initiatives are being developed to increase collection and recycling of problem waste materials such as paint, gas bottles, fire extinguishers, motor oils, other oils, car batteries, household batteries, smoke detectors, fluoro globes and tubes. At the Culcairn Landfill Council has established a Community Recycling Centre (CRC) with the support of the NSW EPA and REROC Waste Group. From this centre the abovementioned materials are able to be consigned for recycling after being collected free of charge from users.

The issue for Greater Hume Shire Council is that many residents do not live in close proximity to the Culcairn CRC and they cannot be expected to deliver these materials to that site. To address this issue it is proposed that the problem waste will be collected free of charge at all of the waste sites at any time that the facilities are open. This initiative will require investment in open shelter sheds to protect materials from the elements and other equipment such as banded pallets. The material will then be collected utilising a trailer that has been purchased with funds supplied from the NSW EPA (see **ANNEXURE 3**). This trailer will be provided with EPA approved signage and can be used for collections of the materials directly from the towns and villages. The trailer is being housed by Greater Hume Shire Council but it is a resource that must be shared throughout the REROC Waste Group area. The mechanics of sharing the trailer will still need to be developed.

BUDGET IMPLICATIONS

The existing method of collection of recycling materials is cost effective and should continue to be utilised. Estimates for 2017/2018 budget are being collated to facilitate the collection of problem wastes throughout the shire.

CONCLUSION

This report has shown that the existing method of collecting recycling materials from the **Council's waste facilities is the most cost effective and results in the lowest carbon footprint**. For this reason the method should be retained. Efforts to improve the system could be undertaken through the provision of additional bins in the first instance and then, if necessary, through a bin exchange programme.

The report has also provided an overview of initiatives to collect problem waste throughout the shire.

RECOMMENDATION

That the report be received and noted.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
TO BE HELD AT THE BURRUMBUTTOCK HALL, URANA ROAD, BURRUMBUTTOCK
ON WEDNESDAY, 15 MARCH 2017**

4. REQUEST TO WAIVE FEES FOR DEVELOPMENT APPLICATION AND ASSOCIATED INSPECTIONS – DA10.2017.24.1 LOT 121 DP801547 151 ADAMS STREET JINDERA

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

To present a request from the Jindera Pre School for Council to waive fees associated with the issuing of a Development Application and associated inspections for development application 10.2017.24.1 which is an application for alterations and additions to the existing Early Childhood Centre building at 151 Adams Street Jindera.

REFERENCE TO DELIVERY PLAN ACTION

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

DISCUSSION

Council has received a request to waive the costs associated with development application 10.2017.24.1 for a proposed extension to the Jindera Preschool building.

The relevant fees are as follows:

Title Search	\$20.00
Development Application	\$324.00
Construction Certificate	\$236.00
Building inspections	\$330.00
Occupation certificate	\$110.00
Total	\$1,020.00

BUDGET IMPLICATION

If the recommendation is adopted forgone income of \$1,020.00 will be incurred.

CONCLUSION

It is usual practice for Council to support groups such as the Jindera Preschool in their endeavours to build and improve community infrastructure by waiving Council's development application and associated inspection fees.

RECOMMENDATION

That Council agree to waive development application and associated fees totalling \$1,020.00 incurred in lodgement of DA10.2017.24.1 for building additions to the Jindera Preschool, 151 Adams Street Jindera.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
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GOVERNANCE

2. MURRAY REGIONAL TOURISM BOARD – 2017/2020 FUNDING AGREEMENT

**Report prepared by Executive Assistant – Tourism and Promotions Officer,
Kerrie Wise**

REASON FOR REPORT

For Council to consider entering into a 3 year extension of the funding agreement effective from 1 July 2017 to 30 June 2020.

REFERENCE TO DELIVERY PLAN ACTIONS

Goal 11 – Improved tourism and visitations

This goal includes a number of strategies and actions to which membership of the Murray Region Tourism Board is integral.

DISCUSSION

The Murray Region Tourism Board (MRTB) is a cross border organisation stretching from Albury and Wodonga to Mildura and Wentworth. The cross border organisation has been jointly funded by the NSW and Victorian State Government and contributions from local government totalling \$300,418.00 per annum.

As the current funding commitment concludes on 30 June 2017 the Murray Region Tourism Board is requesting that councils enter into a three year extension. A copy of correspondence from MRTB seeking the extension and outlining the Strategic Plan 2015-2020, Value Proposition 2017 – 2020 and Agreement are attached in **ANNEXURE 4**.

Since the formation of MRTB in November 2010, Greater Hume Shire has seen an increase in average stays (nights) from 2.0 (2011) to 3.0 (2015) and average spend per visitor from \$237 (2011) to \$420 (2015) (data source Tourism Research Australia). According to Greater Hume Shire's Economic Profile (REMPAN) the total output (gross revenue generated) is \$1.156 billion of which it is estimated that \$40.123 million is generated from tourism.

Whilst Greater Hume Shire Council has indirectly benefited from a number of initiatives undertaken by MRTB it has received the following direct assistance:

- Co-development and implementation of Greater Hume Shire's first tourism designated digital platform.
- Opportunity for staff to participate in the six month Tourism Leadership Program.
- MRT have conducted on our behalf a comprehensive tourism audit.
- Regular Tourism Manager meetings including networking programs, families of the region and workshops e.g. My Travel Research.
- **Provide access to tourism experts' skills and knowledge.**
- Networking programs for Visitor Information Centre staff.
- Opportunities to develop cost effect marketing collateral such as photos and videos.
- Advocacy for funding opportunities for Greater Hume Shire Council's tourism initiatives.

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MURRAY REGIONAL TOURISM BOARD – 2017/2020 FUNDING AGREEMENT [CONT'D]

- Development and advocacy of a crisis management plan which incorporates Greater Hume Shire's Tourism Industry.
- Development of a regional Culinary and Agri Tourism strategy.
- Development of a regional Events strategy.
- Support and advice to Greater Hume Shire Council on tourism initiatives and trends provided by the MRT Board and staff.
- Funding assistance of Village Tourist Information Boards for Culcairn, Henty, Holbrook, Jindera and Walla Walla.
- Our tourism operators have been able to seek:
 - advice from MRT Board and staff on tourism initiatives and trends,
 - industry webinar programs, so far 8 webinars over the previous two years,
 - a number of MRT cooperative marketing and promotional opportunities such as hot deals, EDM's (Electronic Direct Mailing), media articles etc,
 - yearly industry survey's,
 - support and industry training to participate in regional and state Tourism Industry Awards,
 - networking industry programs,
 - advocacy and support for funding opportunities of tourism initiatives.

BUDGET IMPLICATIONS

Council has provided for an ongoing commitment to the Murray Region Tourism Board in forward estimates. Annual contributions are as follows 2017/2018 - \$9,095, 2018/2019 - \$9,277 and 2019/2020 - \$9,462

CONCLUSION

Whilst tourism is still a developing industry within Greater Hume Shire Council, membership of the Murray Regional Tourism Board has produced tangible long term benefits for the shire and therefore it is recommended that Council accede to the request for a three year extension of the Funding Agreement.

RECOMMENDATION

That Greater Hume Shire Council accede to the request from the Murray Regional Tourism Board to enter into a three year extension of the Funding Agreement.

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3. REVISED SIGNS AS REMOTE SUPERVISION POLICY

Report prepared by Engineering Administration WHS/Risk Officer – Jackie Lister

REASON FOR REPORT

To present revised Signs as Remote Supervision policy for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Not applicable.

DISCUSSION

Development and enhancement of Council's policies is continuing. Council has developed a Signs as Remote Supervision Assessment form and procedure as part of our Risk and Work Health Safety Management System (RWHSMS). As a result of this our existing Signs as Remote Supervision policy has been substantially revised.

The current document on Council's website is the Signs as remote Supervision Procedure rather than a Council policy. The purpose of this report is to present to Council an appropriate Signs for Remote Supervision Policy.

A copy of the existing document on Council's website is included as **ANNEXURE 5**.

A copy of the draft policy is also attached as **ANNEXURE 5**.

The policy will be supported by a new procedure.

The draft policy is consistent with industry best practice and insurer requirements as it provides guidelines for ensuring that Council and staff comply with the *Best Practice Manual – Signs as Remote Supervision* issued by Statewide Mutual and establish a simple, systematic and readily useable system to determine signage requirements for facilities such as reserves and parks, which are owned and/or operated by Council, or under the care and control of Greater Hume Shire Council.

BUDGET IMPLICATION

The implementation of the Signs as Remote Supervision Policy will have a minor impact on Council's budget as sign replacements are built into recurrent budgets.

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REVISED SIGNS AS REMOTE SUPERVISION POLICY [CONT'D]

CONCLUSION

The development of a Signs as Remote Supervision Policy is consistent with Industry Best Practice.

RECOMMENDATION

That Council adopt the revised Signs as Remote Supervision Policy as presented.

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4. ANZAC DAY CEREMONIES IN GREATER HUME SHIRE – TUESDAY, 25 APRIL 2017

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To report on Anzac Day services across the shire and to determine Council's representation at each ceremony.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Anzac Day goes beyond the anniversary of the landing on Gallipoli in 1915. It is the day on which we remember Australians who served and died in all wars, conflicts, and peacekeeping operations. The spirit of Anzac, with its human qualities of courage, mateship, and sacrifice, continues to have meaning and relevance for our sense of national identity.

Set out below is a summary of Anzac Day ceremonies to be held in Greater Hume Shire.

<p>Culcairn <u>Tuesday, 25 April</u> 10.00am Gather at Coach Terminal Park, Railway Parade. 10.30am March to Culcairn Memorial (ceremony and wreath laying).</p> <p>Contact: John McLean, T: 02 6029 7816</p>	<p>Henty <u>Tuesday, 25 April</u> 9.00am Service/Wreath Laying at Pleasant Hills Hall 10.30am Gather at Henty Community Centre 10.45am Anzac Day march to Henty Memorial Park 11.00am Wreath laying at the Cenotaph 11.30am Service at Henty Community Club.</p> <p>Contact: Ian Dunn T: 02 6929 3258</p>
<p>Brocklesby <u>Tuesday, 25 April</u> 9.15am Gather to March outside Memorial Hall. 9.30am March/Service at Memorial Hall. Followed by light morning tea for those attending.</p> <p>Contact: Alan Panther T: (02) 6026 5781 E: apanther@bigpond.com</p>	<p>Holbrook <u>Tuesday, 25 April</u> 5.45am Dawn Service at Ten Mile Creek Gardens. 10.15-10.30am Assemble for march at corner of Hume and Albury Streets. 10.45am Street march (Albury Street). 11.00am Ceremony at Cenotaph in Ten Mile Creek Gardens. Rear Admiral Greg Sammut guest speaker.</p> <p>Contact: David Hocking T: (02) 6036 2195</p>

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ANZAC DAY CEREMONIES IN GREATER HUME SHIRE – TUESDAY, 25 APRIL 2017 [CONT'D]

<p>Burrumbuttock <u>Tuesday, 25 April</u> Service at Memorial Hall. Contact: Janice Beesley, T: 02 6029 3341</p> <p><u>Details to be confirmed</u></p>	<p>Jindera <u>Tuesday, 25 April</u> 6.00am Dawn service at Memorial Park, Jindera Fire Brigade providing breakfast for a gold coin donation. 10.30am Service at the Memorial Park Cnr Dight Street and Urana Road. Followed by morning tea, at School of Arts. Please bring a plate. Contact: Greg Finster, M: 0417 412 639</p>
<p>Walla Walla <u>Tuesday 25 April</u> 5.45am Dawn Service at Bicentennial Park; 10.30am Assemble at Walla Walla Hair & Beauty. 10.45am March commences. 11.00am Service and wreath laying in Bicentennial Park. Following the service there will be sausage sizzle. Contact: Karen Wenke, T: 02 6029 2316</p>	

Greater Hume Shire Council has traditionally been represented at each of the respective Anzac Day ceremonies held on 25 April by a councillor who laid a wreath on behalf of the Council.

BUDGET IMPLICATION

Nil.

CONCLUSION

Anzac Day is the day we remember all Australians who served and died in all wars, conflicts, and peacekeeping operations. Ceremonies are held in eight towns/villages in Greater Hume Shire to acknowledge the service of our veterans.

Council encourages all residents to not miss the opportunity to attend an Anzac Day centenary ceremony in Greater Hume Shire.

RECOMMENDATION

That Council determine its representatives to attend the Anzac Day 2017 ceremonies to be held in Greater Hume Shire.

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CORPORATE AND COMMUNITY SERVICES

1. KALA COURT RETIREMENT COMPLEX - SIGNING OF CONTRACTS

Report prepared by Community Health and Wellbeing Coordinator – Jody Whitley

REASON FOR REPORT

To provide an update on the Kala Court Retirement Complex and request the authorisation of the execution of two Retirement Village Contracts for new residents wishing to enter into Licence to Occupy agreements at Kala Court in Holbrook.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 5.5 To maintain our health and aged care services.
Action 5.5.13 Encourage new development proposals in aged care to consider a range of accommodation, from independent living to high care services.

DISCUSSION

The Kala Court Retirement Complex offers low maintenance accommodation in two bedroom self-contained units to residents who are over 55, nine units are offered on a Licence to Occupy basis and four are owned in partnership with the Department of Housing and offered to low income residents on a rental agreement basis. Council has received applications from two people to enter into Licence to Occupy agreements for units 9 and 11. The relevant Retirement Village Contracts (Retirement Villages Act 1999, section 43) have been completed and signed by the applicants. The current in-going contribution for a Licence to Occupy unit is \$190,000 and Council currently have two vacant units.

BUDGET IMPLICATION

Nil.

CONCLUSION

Kala Court has proven to be a valuable asset to the community in supporting those who require more appropriate and affordable accommodation to remain in their community of choice. Two signed applications have been received to take up the two vacant Licence to Occupy units and require signing under the Common Seal of Council.

RECOMMENDATION

That the Mayor and General Manager be authorised to execute under the Common Seal of Council the Kala Court Retirement Complex Independent Living Unit, Retirement Village Contract for the Licence to Occupy unit numbers 9 and 11 within the Complex under the terms of the contract for the amount of \$190,000.00 as "the Ingoing Contribution".

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2. LEASE – PART LOT 6 DP 1176955 WAGGA ROAD, HOLBROOK

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To seek Council's approval to commence advertising for Expressions of Interest to lease Part Lot 6 DP 1176955, Wagga Road, Holbrook.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

The property has been under a lease arrangement for the past three years which has now been terminated. It would be appropriate that Council seek Expressions of Interest to lease Part Lot 6 DP 1176955 for the purposes of grazing for a further period of 12 months with the option to renew for an additional 12 month term.

The land is not currently used for Council purposes and leasing will optimise the use of the land for the benefit of the community. The terms and conditions of the agreement provides for maintenance and control of weeds and pests, which if the property remains unleased is the responsibility of Council.

Copy of plan is attached in **ANNEXURE 6**.

BUDGET IMPLICATION

Minimal impact on Councils estimates of Income and Expenditure.

CONCLUSION

This report seeks Council's endorsement to advertise for Expressions of Interest to lease Part Lot 6 DP 1176955 for the purposes of grazing for a period of twelve months with the option to renew for a further twelve month term and in accordance with the terms and conditions of the previous lease.

RECOMMENDATION

That Council seek Expressions of Interest for the lease of Part Lot 6 DP 1176955 for the purpose of grazing for a period of 12 months and in accordance with Council's terms and conditions as outlined in the Agreement.

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3. NBN CO – EXPRESSION OF INTEREST TO LEASE COUNCIL LAND

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To seek Council approval to enter into a lease with NBN Co for the establishment of a radio base station and tower on Council owned land.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Council is in receipt of a request from Visionstream, acting on behalf of NBN Co, to establish infrastructure required to facilitate the fixed radio (wireless) component of the National Broadband Network on property located at Part Lot 1 DP 629393 Bath Street, Holbrook. Copy of plan is attached in **ANNEXURE 7**.

NBN Co. is proposing to install a radio network base station facility comprising of:

- Antenna equipment placed on a freestanding lattice structure of approximately 40m in height (TBC)
- Ground equipment units at the base of the facility.

Lessee:	NBN Co
Property Leased:	A section of land located within Lot 1 DP 629393 Bath Street, Holbrook.
Permitted Use:	NBN Co will use the Premises for the purpose of constructing, maintaining and operating a telecommunications network and telecommunications service. The Tenant may at any time during the Term install, remove, modify, vary, maintain, use and operate on the Premises such Equipment as is necessary for the use permitted by this Lease now and in the future.
Term:	Five (5) years, four consecutive leases.
Commencement date:	The date the parties execute the tenure agreement or earlier by mutual agreement.
Rent:	\$6,000pa gross exclusive of GST. This is a gross rent and is inclusive of all rates, taxes, statutory and building outgoings.

Visionstream has advised that entering into this proposal with the NBN Co on the above terms and conditions will be subject to the following:

1. Approval by NBN Co.'s financial delegate
2. Lessor's approval of plans
3. Obtaining the necessary Council approvals.

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NBN CO – EXPRESSION OF INTEREST TO LEASE COUNCIL LAND [CONT'D]

NBN Co. has a standard form of lease which is proposed to be utilised as the basis for the agreement. Once NBN Co. has confirmed its intent to proceed with the facility on Council's property a formal document will be issued for review and execution. NBN Co will reimburse Council's legal costs up to \$1000 for Council's solicitors to review the agreement prior to execution.

Onsite discussions have been undertaken with Council staff to ensure the location is suitable to Council and will not impact on operations and future use of Council land.

BUDGET IMPLICATION

A minimal favourable increase in Councils income for the term of the lease will be derived from the proposed agreement.

CONCLUSION

The proposed NBN Co. lease will enable the provision of high quality wireless broadband services to the local community. The lease will define the conditions of tenure and the roles and responsibilities of both Council and the tenant.

RECOMMENDATION

That:

1. authority be granted to enter into a lease for Part Lot 1 DP 629393 Bath Street, Holbrook to NBN Co. on the terms set out in this report.
2. the Mayor and General Manager be authorised to sign the lease to NBN Co. for Part Lot 1 DP 629393 Bath Street, Holbrook under the Common Seal of Council.

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4. POLICY DEVELOPMENTS - BRING YOUR OWN DEVICE

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To present new and revised policies for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Not Applicable

DISCUSSION

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

1. Bring Your Own Device Policy (Revised policy)

This policy was previously named Mobile Device Policy and has been renamed to reflect its true intention.

The purpose of the Bring Your Own Device Policy is to provide directives on the use of personally owned mobile devices used to access Council information and applications within Council's computer network.

Minor amendments to responsible officer details and additional requirements for storage of personal information. A copy of the revised policy is included as **ANNEXURE 8**.

BUDGET IMPLICATIONS

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

CONCLUSION

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

RECOMMENDATION

That the Greater Hume Shire Council Bring Your Own Device Policy be adopted.

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5. POLICY DEVELOPMENTS – RELATED PARTY DISCLOSURES POLICY

Report prepared by Chief Financial Officer – Dean Hart

REASON FOR REPORT

- To update Council on changes to the Australian Accounting Standards in relation to Related Party disclosures effective from 1 July 2016.
- To adopt a new Policy – Related Party Disclosures Policy
- To present the format of the AASB 124 Related Party Disclosures Data Collection Form and associated Guidance Booklet.

REFERENCE TO DELIVERY PLAN ACTION

Statutory Matter

DISCUSSION

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

Related Party Disclosures Policy

For periods commencing on or after 1 July 2016, the requirements of AASB 124 Related Party Disclosures (AASB 124) will apply to the General Purpose Financial Statement (GPFS) prepared by Greater Hume Shire Council. Therefore the annual financial statements for 2016-17 must disclose related party relationships, transactions and outstanding balances, including commitments.

A related party is a person or entity that is related to the entity preparing its financial statements. Related parties include related entities and Key Management Personnel.

A related party transaction is a transfer of resources, services or obligations between a reporting entity (Council) and a related party, regardless of whether a price is charged.

Key Management Personnel are defined as those persons having the authority and responsibility for planning, directing and controlling the activities of Council, either directly or indirectly, including any director (whether executive or otherwise) of Council. Therefore they are likely to include the mayor, councillors, the general manager, senior executives (Director

Corporate & Community Services, Director Engineering, Director Environment & Planning), close family members of these persons, and any entities controlled or jointly controlled by the KMP or close family members. The requirements also relate to persons who have acted in these roles or have previously been a Councillor during the reporting period.

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POLICY DEVELOPMENTS – RELATED PARTY DISCLOSURES POLICY [CONT'D]

Close members of the family of a person are those family members who may be expected to influence, or be influenced by, that person in their dealings with the Council and include;

- a) That person's children and spouse or domestic partner;
- b) Children of that person's spouse or domestic partner; and
- c) Dependants of that person or that person's spouse or domestic partner.

The definition of close family members included in AASB 124 is broad and may include family members outside the immediate family such as siblings, grandparents, in-laws etc.

The requirements of AASB 124 are different to the requirements of the Pecuniary Interest Form and therefore require Council to collect the related party disclosures separately. Information collected will be subject to audit during the audit of annual financial statements and therefore must be sufficiently comprehensive to satisfy the requirements of our auditors.

The Office of Local Government recommends the following steps to meet the requirement of this standard.

- 1) Establish a Policy to define the parameters for Related Party Transactions and the level of disclosure and reporting required for Council to achieve compliance with AASB 124 - Related Party Disclosures.
The Policy should be applied in:
 - a) identifying and recording related parties and related party relationships;
 - b) identifying and recording related party transactions and their terms and conditions;
 - c) assessing materiality / significance of these transactions;
 - d) identifying the circumstances in which disclosure of (a) and (b) is required;
 - e) determining the disclosures to be made about (a) and (b); and
 - f) disclosing relevant information in the financial statements.
- 2) Establish an approach to the collection of data that is sensible, efficient and practical **and forms part of Council's employment / procurement processes.**
- 3) Create, distribute and collect a Related Party Disclosure Form to be completed by the related party;
 - **at the time of:**
 - employment contract / agreement process
 - procurement tender process or
 - procurement contract / agreement process; and
 - **containing relevant information for disclosure.**

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POLICY DEVELOPMENTS – RELATED PARTY DISCLOSURES POLICY [CONT'D]

A copy of the draft Related Party Disclosures Policy and Related Party Disclosures Data Collection Form is attached as **ANNEXURE 9** for Council's perusal.

BUDGET IMPLICATIONS

Nil

CONCLUSION

This policy is required in order to comply with Australian Accounting Standard AASB 124.

RECOMMENDATION

That the Greater Hume Shire Council Related Party Transaction Policy be adopted.

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ENGINEERING

1. PROGRESSION OF HUESKE ROAD RECONSTRUCTION AND SLADEN STREET UPGRADE PROJECTS

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To consider a funding option to allow the progression of Hueske Road Reconstruction and Sladen Street Upgrade projects.

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

Currently two projects being the Reconstruction of Hueske Road (CH2000 -2838), Jindera and Drainage and Streetscape Works, Sladen Street, Henty have not progressed following the undertaking of tendering due to the tendered prices submitted coming in higher than budgeted.

The Sladen St Project was tendered twice (first in September and again in November) with only one tenderer (being the same tenderer – Longford Civil) submitting a tender both times.

The Hueske Rd project was tendered in October with only one tender being received from Excel Gray Bruni.

Both project tenders were considered at Council meetings held in December last year with copies of the reports attached in **ANNEXURE 10**.

Whilst both projects were tendered in the same format the recommendations of Council only allow the negotiation to take place with tenderer for the Sladen St Project (Longford Civil) without the need to retender the project. This has occurred as the Sladen St project was tendered twice where the Hueske Rd tender was only tendered once and Council cannot be sure it is achieving best value on the Hueske Road project.

Following a review of the projects by staff, it has been determined that to progress these projects requires the commitment of additional funds to allow the projects to be completed to the required level.

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PROGRESSION OF HUESKE ROAD RECONSTRUCTION AND SLADEN STREET UPGRADE
PROJECTS [CONT'D]

The following level of financial commitment considered is as follows:

Hueske Rd

Revised Budget Estimate	\$437,633
Remaining Budget Amount	\$224,315

Additional Funds Required \$213,318

Sladen St

Revised Budget Estimate	\$709,500
Remaining Budget Amount	\$507,700

Additional Funds Required \$201,800

Revised project costs of both projects has allowance for provisional sums.

It is proposed that Council sources the additional funds by deferring the Pioneer Drive reconstruction and Urana Street (Dight to Molkentien Road – west side) which can be included in the 2017/2018 budget. Further, that a report on a revised Works Plan included in the Development Contributions Plan 2014 will need to be presented to a future Council meeting for these projects along with others to be considered.

Council has had preliminary discussions with the Longford Civil (only tenderer for Sladen St Project twice) who has indicated if awarded the project could commence work in June with completion by end of 2017.

As advised Council would have to retender the Hueske Rd project so work would be unlikely to start prior to May/June

BUDGET IMPLICATION

No impact on recurrent budget with committed funds to be recovered from Section 94A contributions.

CONCLUSION

Councillors and members of the community have advised Council that they are keen to see progress on both of these projects. The option to provide funding as detailed allows for both projects to be commenced this financial year

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PROGRESSION OF HUESKE ROAD RECONSTRUCTION AND SLADEN STREET UPGRADE
PROJECTS [CONT'D]

RECOMMENDATION

That Council:

1. Provide additional funding of \$213,318 for the Hueske Rd Project and \$201,800 from Section 94A contributions to allow both projects to proceed.
2. Accept the tendered price received from Longford Civil for the Drainage and Streetscape Works, Sladen St Henty for \$658,262.25
3. The General Manager and the Mayor be authorised to sign the contract with Longford Civil
4. Readvertise the Reconstruction of Hueske Road (Ch 2000 to Ch 2838), Jindera.

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2. PROPOSED LOCATION FOR TELSTRA MOBILE PHONE TOWER AT BURRUMBUTTOCK

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To inform Councillors on the preferred site for the installation of a mobile phone tower at Burrumbuttock.

REFERENCE TO DELIVERY PLAN ACTION

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

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

DISCUSSION

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

Last year Visionstream commenced investigations on behalf of Telstra to determine a site in Burrumbuttock for the proposed tower.

A report to Council's ordinary meeting in August last year recommended two possible Council owned sites for the tower in lieu of the proposed site near the Burrumbuttock Hall that was put forward by Visionstream. The site at the hall was identified by Council as having constraints due to its limited size and possibility of the tower restricting vehicle access to the rear of the hall. A copy of the report is attached as **ANNEXURE 11**.

At the meeting Council resolved the following:

That Council advise Visionstream that:

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

Further, that correspondence be forwarded to the Burrumbuttock Community Forum that they actively engage directly with Vision stream regarding the identification of further sites for consideration for the locating of a Telstra mobile phone tower in the Burrumbuttock locality.

Since then Visionstream has completed investigations into other possible sites in Burrumbuttock for the tower and associated equipment.

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PROPOSED LOCATION FOR TELSTRA MOBILE PHONE TOWER AT BURRUMBUTTOCK
[CONT'D]

From the investigations held by Visionstream, Telstra has now advised due to budgetary constraints, the only site suitable for the tower is the land where the Burrumbuttock hall is located due to its position adjacent to the local exchange, as well as its central location to the village.

A Burrumbuttock Forum meeting held at Burrumbuttock on 20 February (which was attended by approximately 40 residents) overwhelmingly supported advice be given to Telstra that the residents of Burrumbuttock support the location of the tower on land at the Burrumbuttock Hall to allow it to be constructed as soon as possible.

Following this community support it is prudent for Council to advise Telstra that it now supports the installation of the tower on Council owned land at the Burrumbuttock Hall on a site which minimises the impact on vehicle access to the rear of the hall.

BUDGET IMPLICATION

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

CONCLUSION

Whilst the hall site has physical limitations, it is important for the community to have this tower built and mobile phone service improved as soon as possible (as raised at the Burrumbuttock Forum Meeting) for the betterment of the community. Therefore it is considered appropriate that Council now supports the installation of the tower at this site.

RECOMMENDATION

That Council advise Visionstream that Council now supports the installation of a mobile phone tower and associated equipment on Council owned land where the Burrumbuttock Hall is located, and request the project be completed as soon as possible.

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

1. REVIEW OF ORGANISATION STRUCTURE

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

In accordance with section 333 of the Local Government Act, 1993 (The Act) a Council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council.

A report was presented to the November 2016 meeting of Council with a review of the Engineering structure and a review of Governance and Corporate Services is included within this report.

REFERENCE TO DELIVERY PLAN ACTIONS

Statutory matter.

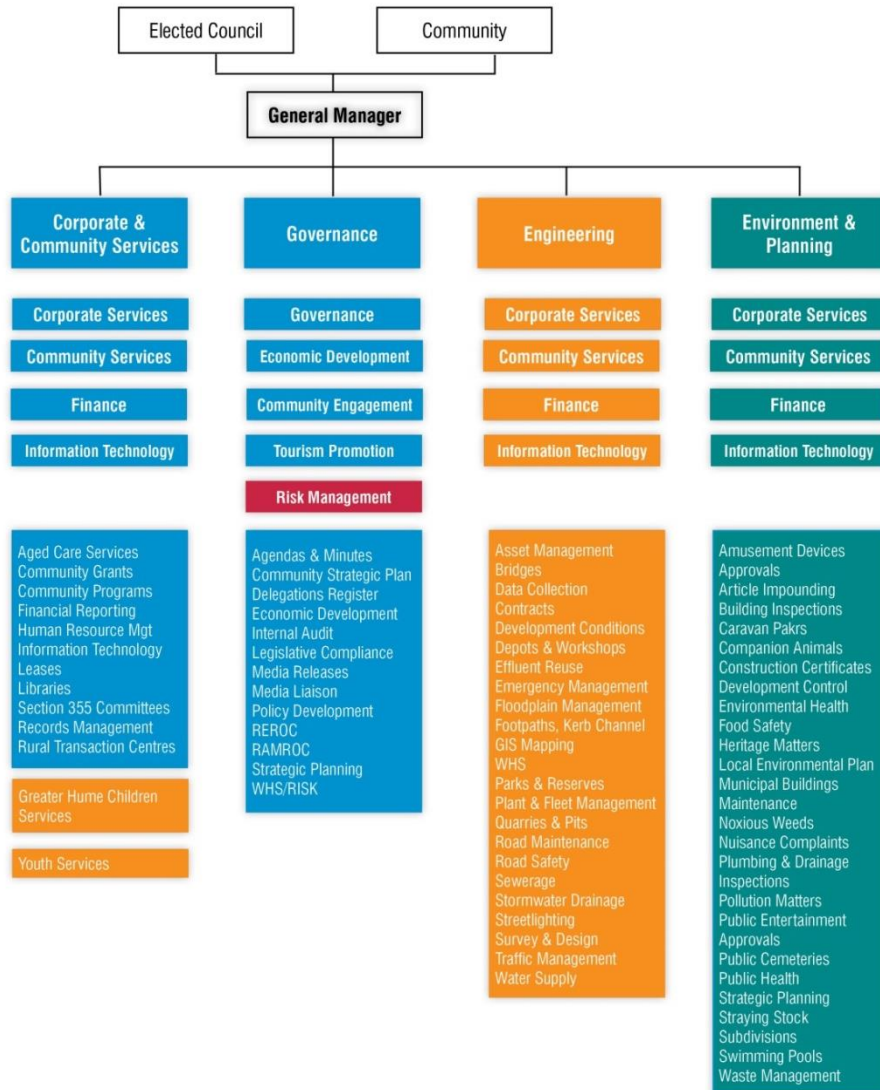
DISCUSSION

As reported to the November 2016 meeting the General Manager must, after consulting with Council, determine the positions (other than the senior staff positions) within the organisation structure of the council in accordance with Section 332 1A.

Council's existing organisation chart is shown below.

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REVIEW OF ORGANISATION STRUCTURE [CONT'D]



The subject of this report will be a review of the Governance and Corporate Services areas of Council's operations.

In particular this review will address the following issues:

- Gaps in Worker Health and Safety and Risk Management
- Gaining efficiencies in the Corporate Services area to address reduced foot traffic into Council Offices and Service Centres.
- **Adapting to a loss of Australian Government operational funding in the Children's Services area.**

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REVIEW OF ORGANISATION STRUCTURE [CONT'D]

Statistics that will support the review include:

- Council's worker compensation premium of \$436,263 is currently over 5% of total wages which is significantly higher than industry standards of 3% or less. Council's workers compensation costs target is for annual premiums of less than \$300,000 per annum.
- Statistics indicate that over 82% of payments to Council are now made by electronic means.
- Greater Hume Children's Services with loose Australian Government operational funding of \$170,000 per annum from 1 July 2017.

BUDGET IMPLICATIONS

The proposed changes will result in a slight increase in wage costs which should be off-set by reduced workers compensation premiums from the 2017/2018 financial year. In relation to Greater Hume Children's Services the Service has been transitioning to a financial model without the benefit of operational funding over the last two years.

CONCLUSION

As reported to the November meeting the General Manager has responsibility to determine the organisational structure (other than senior staff) following consultation with Council. A report on the review of the engineering section of the organisation was presented to the November meeting and this report will review Governance and Corporate and Community Services areas.

As the employment of staff is confidential in nature and it is recommended that the matter be referred to Closed Council (Committee Of The Whole) for discussion, in accordance with the relevant section of the Local Government Act 1993 section 10a (2)(a) personnel matters concerning particular individuals (other than councillors).

RECOMMENDATION

That the review of Governance and Corporate and Community Services areas of the organisation structure be referred to Closed Council (Committee Of The Whole) for discussion, in accordance with the relevant section of the Local Government Act 1993 section 10a (2)(a) personnel matters concerning particular individuals (other than councillors).

REASON

The ability for councillors to discuss the Governance and Corporate and Community Services structure in a full and frank manner outweighs the need for the report to be discussed in Open Council at this point.

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PART B - ITEMS FOR INFORMATION

GOVERNANCE

1. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

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

DISCUSSION

ENCLOSED SEPARATELY with the agenda is a listing of OLG Circular 2 - 3/2017. Copies of OLG Circulars are available from the website www.olg.nsw.gov.au or alternatively by contacting Council.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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

REASON FOR REPORT

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

DISCUSSION

ENCLOSED SEPARATELY is a listing of Table of Contents of LGNSW Weekly Circulars 5 - 8/2017. Copies of LGSA Weekly Circulars are available from the website www.lgsa.org.au or alternatively by contacting Council.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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3. TOURISM AND PROMOTIONS OFFICER'S REPORT

Report by Tourism and Promotions Officer – Kerrie Wise

REASON FOR REPORT

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

DISCUSSION

The report on projects being undertaken by the Tourism and Promotions Officer is attached at **ANNEXURE 12**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

CORPORATE AND COMMUNITY SERVICES

1. CUSTOMER REQUEST MODULE – SUMMARIES OF MONTHLY REQUESTS

For councillors' information, the Customer Request Module reports are **ENCLOSED SEPARATELY**.

2. STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 28 FEBRUARY 2017

The statements of bank balances and investment report as at 28 February 2017 are attached at **ANNEXURE 13**.

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3. HUMAN RESOURCES REPORT FOR FEBRUARY 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.

Nil staff commenced duties with Council during February.

The following staff ceased duties with Council during February 2017:

- Brian Montgomery Plant Operator Jindera

BUDGET IMPLICATION

Nil.

CONCLUSION

For Councillors' information.

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ENGINEERING

1. FEBRUARY 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.

Three twin cell culverts have been installed on Olympic Highway just south of the Rock and rehabilitation works are continuing at the 'Verdale Project'. These are anticipated to continue until mid April.

Regional Roads Block Grant:

Reseals and final seals have been completed on Culcairn Holbrook Rd (MR 331) between Morven and Holbrook and Howlong Kywong Rd (MR370) between Kenya Rd and Federation Shire boundary.

Heavy patching works have been completed on Daysdale Rd (MR331).

General maintenance is continuing on all other Regional Roads.

Local Roads

Sealed:

2km road widening and replacement of 2 culverts and extension of headwalls on Cummings Rd East of Back Creek has been completed.

Reseals have been completed on Alma Park Rd, Corowa Rand Rd and Howlong Balldale Rd as part of Council's Reseal Program.

Heavy patching has been undertaken on Walbundrie Rd (MR331) at Kangaroo Creek and Henty Cookardinia Rd between Morven Cookardinia Rd and Ross Rd.

Unsealed:

Culvert construction on Coach Rd in conjunction with 1km road works has taken place. Due to commitments with Council's RMS contract, the second stage of these roadworks will commence in late April.

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

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FEBRUARY 2017 REPORT OF WORKS [CONT'D]

- Back Brocklesby Rd
- Brittas Reserve Rd
- Burges Ln
- Burma Rd
- Coach Rd
- Coppabella Rd
- Crawleys Rd
- Fielder Moll Rd
- Graetz Rd
- Hickory Hill Rd
- Knox Rd
- Lennons Rd
- Maginnitys Gap Rd
- Mirrimar Rd
- Plunkett Rd
- Riders Rd
- River Rd
- Seidels Rd
- Shady Grove Rd
- Shoemarks Rd
- Trigg Rd
- Walkyrie Rd
- Wongadel Rd
- Yenschs Rd

Urban Streets:

Construction of parking bays in Adams St Jindera has been completed as part of Village Green Project.

Installation of new box culverts in Comer St at the intersection of Bartsch Ave, Henty has been undertaken.

Kerb and gutter and associated roadworks have commenced in Bowler St, Holbrook.

Kerb and gutter and associated drainage repairs have been carried out in Federal St and Railway Pde, Culcairn.

The Road surface has been repaired over sewer main Henty St East, Culcairn.

General:

Balfour Street Garden Improvement Project has commenced.

General road sign installation and replacement on a number of rural roads has been carried out.

Major reconstruction works on Ten Mile Creek Bridge in Albury St, Holbrook is continuing.

Tree watering program for street trees is continuing.

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

Works have commenced on Burrumbuttock village improvements.

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FEBRUARY 2017 REPORT OF WORKS [CONT'D]

Monthly Works Maintenance Expenditure:

Local Roads Program	Original Budget	Amended Budget (September Budget Review)	YTD Budget	YTD Expenditure	YTD Variance
Urban Local Roads	\$530,000.00	\$530,000.00	\$353,333.33	\$265,726.58	\$87,606.75
Urban Roads Unsealed	\$60,000.00	\$60,000.00	\$40,000.00	\$28,888.81	\$11,111.19
Rural Roads Sealed	\$600,000.00	\$600,000.00	\$400,000.00	\$480,045.29	-\$80,045.29
Rural Roads Unsealed	\$1,050,625.00	\$1,050,625.00	\$700,416.67	\$1,234,738.71	-\$534,322.04
Street Tree Maintenance	\$247,235.00	\$247,235.00	\$164,823.33	\$165,366.75	-\$543.42

Regional Roads Program	Original Budget	Amended Budget (September Budget Review)	YTD Budget	YTD Expenditure	YTD Variance
Maintenance	\$799,360.00	\$800,321.00	\$533,547.33	\$496,136.50	\$37,410.83
Traffic Facilities	\$133,933.00	\$136,000.00	\$90,666.67	\$53,346.35	\$37,320.32

Sportsgrounds, Parks & Public Toilets	Original Budget	Amended Budget (September Budget Review)	YTD Budget	YTD Expenditure	YTD Variance
Sportsground Maintenance	\$112,000.00	\$112,000.00	\$74,666.67	\$94,902.26	-\$20,235.59
Parks & Gardens Maintenance	\$240,643.00	\$240,643.00	\$160,428.67	\$172,753.96	-\$12,325.29
Public Toilets Maintenance	\$171,134.00	\$171,134.00	\$114,089.33	\$89,562.01	\$24,527.32

NB : Sportsground Maintenance excludes annual GHSC contribution payment

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2. WATER & SEWER REPORT – FEBRUARY 2017

Capital Works Program:

- Upgrade access covers VWS PS completed
- Woomargama effluent absorption trench area – Dickson St completed
- Relining sections of sewer main - Ivor St Henty Between manhole (AE12-AE13) (AE12-AL1) completed

Operation & Maintenance:

- 1 Sewer main choke cleared – Henty
- 2 Water service repairs – Culcairn WS
- 4 Water main repairs- Gerogery, Glenellen & Jindera area
- 2 Water service repair – VWS
- 2 New water service – SPS7 & SPS8 Jindera
- Meter replacements - VWS
- Meter replacements – Culcairn WS
- Preventive annual maintenance checks on all water & sewer assets throughout shire by contractor completed
- Water connections for median strips – Balfour St Culcairn
- Replacement of Variable Speed Drive – Henty Reuse Plant
- Water - Install 100mm valve & tee for water supply for 15 lot subdivision- Jindera Industrial Estate
- Temporary repairs to reuse main that supplies Holbrook race course
- Replacement of vent pipe – Holbrook SPS3 (Caravan Park)
- Replacement of dosing pump – Culcairn Reuse Plant

Drinking Water Monitoring Program:

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

Upcoming Month:

- Village Water Scheme, water main maintenance
- Culcairn, water main maintenance and new services
- Water meter replacements
- Water meter reading

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF FEBRUARY 2017

The schedule of development applications processed for the month of December 2016 and January 2017 are attached at **ANNEXURE 14**.

2. SENIOR WEEDS OFFICER'S REPORT – FEBRUARY 2017

Inspections for Silverleaf Nightshade, Prairie Ground Cherry, Blackberry and African Boxthorn have continued on both private land and roadside reserves.

Alligator Weed at Woomargama has again been found along Mountain Creek. A direction has been given to the owners of the property to have these areas sprayed out. In order to eradicate Alligator Weed from this site we need to find every last plant fragment – Weed Eradication Detector Dogs (WEDD) have been utilised with great success to achieve this outcome. Plans are being put in place to search the creek in May after all known locations have been sprayed.

Spraying for Silverleaf Nightshade along Morven Cookardina Road and MR 331 has been completed.

The spraying of Blackberry and Sweet Briar along River Road has been completed and the focus is now on Jingellic Road.

Update Murray Regional Strategic Weed Management Plan

Information sessions were held at the following centres:

- 14/2/17 - 10.00 am Tumbarumba Bowling Club, 47 Winton St, Tumbarumba.
- 14/2/17 - 2.30 pm Robert Brown Room, Albury City Council, 533 Kiewa Street, Albury.
- 16/2/17 - 10.00 am Berrigan Shire Council Chambers, 56 Chanter Street, Berrigan.
- 16/2/17 - 2.00 pm Mountbatten Room 2, Deniliquin RSL Club, 72 End Street, Deniliquin.

The attendance at these information sessions was extremely poor and only the Deniliquin session had any input from outside agencies.

The period for public comment on the draft Regional Strategic Weed Management Plan that was due to end on 8 March has been extended to now finish on 29 March 2017.

RECOMMENDATION

That the report be received and noted.

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3. RANGER'S REPORT – FEBRUARY 2017

COMPANION ANIMALS

No. of Complaints Received 14		Including: 2 barking dogs, 8 roaming dogs, and dealing with 2 aggressive dogs.	
No. of dog attacks: 2		Location:	Holbrook: 1 sheep was attacked, dog was believed to be the neighbour's working dog (warning issued). Morven: 1 large dog escaped attacking the neighbour's little dog-investigation continuing.
Comments:			
		Dogs	Cats
In Council's Facility at Beginning of Month			
Captured & Returned to Owners		3	
Captured & Impounded		7	18
Released from Pound to Owners		5	
Surrendered by Owners			
Rehomed			7
Euthanased		1	10
Remaining in Council's Facility at End of Month		1	1

One dog (not identified) picked up from Henty was stolen from Holbrook facility.

FERAL CATS

No. of Complaints:	3
No. Feral Cats caught:	3

LIVESTOCK

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

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

- Local Lands Services putting un-tagged cattle with bulls on to Traveling Stock Reserves resulting in damaged fences and cattle escaping on multiple occasions.
- 15 Sheep impounded on Council land and removed from the Culcairn Pound. Owner identified and issued with impounding account and was not charged by the Police.
- One sheep euthanized on the Hume Highway for humane reasons.

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RANGER'S REPORT – FEBRUARY 2017 [CONT'D]

ABANDONED VEHICLES

- Ten vehicles remain impounded and are awaiting collection by metal recyclers.
- Jindera - buses parking and blocking toilet access. Company contacted to move the buses. Ongoing patrols.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	
Pollution: Noise	Jindera – barking dogs. Removed by the owner. Holbrook- caravan park noise-monitoring. Woomargama- barking dogs.
Pollution: Waste	Moorwartha – 12 truck tyres dumped. Removed by Council. Jindera – inspection regarding waste in front yard. Henty – Unsightly yard. Cleaned up by the owners.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	No.	Compliant	Works required	Order Issued	Re-Inspection Required
OSMS Compliance Inspections	3	1	2	2	2
Pre-Purchase Inspections	1		1	1	
OSMS Orders Compliance Inspections	10	8	2		2

OTHER WORKS CONDUCTED

- Companion Animal Registrations continuing to come in from the letters sent out and follow up.
- Menacing and dangerous dog compliance checks.
- Microchipping dogs and cats.
- Assisting the RSPCA with welfare of animals kept.
- RID online (Report Illegal Dumping online) updating with data entry.
- Assisting in getting Section 68 Approvals for new septic systems being done.
- Noise Monitoring.
- Henty Show, Workcover amusement inspections conducted.

RECOMMENDATION

That Part B of the Agenda be received and noted.

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PART C – COMMITTEE AND DELEGATE REPORTS

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

- Minutes of the Henty Community Development Committee 28 February 2017
- **Bus Operators' Meeting Minutes 28 February 2017**
- Minutes of Extraordinary General Meeting of the Greater Hume Youth Advisory Committee 16 February 2017
- Minutes of the General Meeting of the Greater Hume Youth Advisory Committee 2 February 2017
- Minutes of the Greater Hume Shire Council Local Traffic Committee 22 February 2017

DELEGATE REPORTS

- Cr Doug Meyer, Deputy Mayor

RECOMMENDATION

That Part C of the Agenda be received and noted.