

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

IN ATTENDANCE: Councillors Wilton (Chairperson), Meyer, Hicks, O'Neill, Quinn, Schilg, Stewart and Weston.

PRESENT: General Manager, Director Corporate and Community Services, Director Engineering and Executive Assistant.

Cr Kim Stewart offered a prayer to open the meeting.

ACKNOWLEDGEMENT OF COUNTRY

The Mayor (Chairperson) offered an Acknowledgement of Country at the commencement of the meeting.

DECLARATION OF PECUNIARY INTEREST OR NON PECUNIARY INTEREST (CONFLICT OF INTEREST)

Nil.

APOLOGY:

4797 RESOLVED [Quinn/Hicks]

That the apology of Cr Denise Osborne be received and leave of absence granted.

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 16 AUGUST 2017

4798 RESOLVED [Meyer/Quinn]

That the Minutes of the Ordinary Meeting of Greater Hume Shire Council held at Jindera on Wednesday, 16 August 2017 as printed and circulated be confirmed as a true and correct record of the proceedings of such meeting.

ACTION REPORT FROM THE MINUTES

1. QUESTION ON NOTICE – REALIGNMENT OF THE SCHOLZ/SHOEMARK ROAD INTERSECTION

Cr Schilg pointed out that the reference to Stolls Road in this item required correction.

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GOVERNANCE

1. DEPUTY MAYORAL ELECTION

General Manager, Steven Pinnuck, announced that in accordance with Local Government Act 1993, he would act as the Returning Officer for the election of Deputy Mayor for the ensuing 12 month period.

The Returning Officer indicated that two nominations for the position of Deputy Mayor have been received from Cr Meyer and Cr Hicks.

The Returning Officer then called for further nominations. No additional nominations were received at this time.

4799 RESOLVED [Quinn/Schilg]

That the election of Deputy Mayor be conducted by ordinary ballot.

At this juncture the ballot papers for the position of Deputy Mayor were distributed. Following the ordinary ballot, the Returning Officer announced that the ballot papers indicated four votes for Cr Meyer, and four votes for Cr Hicks, and thus voting was tied.

In accordance with Schedule 7 of the Local Government (General) Regulation 2005, the Returning Officer proceeded to place both names on paper slips in a box. On the drawing at random Cr Hicks name was drawn from the box. The Returning Officer declared Cr Hicks as Deputy Mayor of Greater Hume Shire Council for the period September 2017 to September 2018.

ENVIRONMENT AND PLANNING

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

4800 RESOLVED [Quinn/Schilg]

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

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

4801 RESOLVED [O'Neill/Stewart]

That the report be received and noted.

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3. RENAMING OF HENTY AND HOLBROOK SWIMMING POOLS

4802 RESOLVED [Stewart/Schilg]

That:

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

GOVERNANCE

Item 1 dealt with earlier in the agenda.

2. COUNCIL MEETING VENUES AND MEETING TIMES

MOTION [Hicks/Stewart]

That:

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

4803 AMENDMENT [Quinn/Weston]

That:

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

ON BEING PUT TO THE VOTE THE AMENDMENT WAS CARRIED, BECAME THE SUBSTANTIVE MOTION AND ON BEING PUT TO THE VOTE WAS AGAIN CARRIED.

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3. APPOINTMENT OF DELEGATES

4804 RESOLVED [Stewart/Quinn]

That standing orders be suspended at 6.37pm.

4805 RESOLVED [Hicks/Quinn]

That standing orders resume at 6.47pm.

4806 RESOLVED [Hicks/O'Neill]

That Council determine its delegates to the respective organisations listed in the table below:

ORGANISATION/COMMITTEE	Delegate(s) 2017/2018
Alliance of Councils and Shires of Upper Murray (ACSUM) Working Party – Albury City, Greater Hume, Indigo, Towong Shires and Wodonga City	Mayor and Deputy Mayor
Australia Day Committee	Recommend a Councillor from each Ward Cr O'Neill Cr Schilg Cr Quinn Cr Wilton ex officio
General Manager's Performance Review Committee	Mayor, Deputy Mayor, Cr Schilg
Grants Committee	Cr Osborne Cr Weston Cr Quinn
Holbrook Submarine Museum Committee	Cr Wilton (alternate Cr Quinn)
Audit Risk and Improvement Committee	Crs Osborne and Stewart Cr Quinn (alternate)
Joint Regional Planning Panel (Greater Hume Shire representatives)	Cr Osborne & Brent Livermore
Lake Hume Land On-Water Management Plan Community Reference Committee	Cr Quinn (alternate Cr Weston)
Local Emergency Management Committee	Director Engineering (alternate Cr Osborne), with Manager Traffic & Infrastructure as observer.
Local Traffic Committee	Director Engineering (Cr Meyer as an observer) all councillors are to be advised when meetings are held.
Murray Arts Advisory Committee	Cr Schilg
Murray Darling Association	Crs Quinn and Weston

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APPOINTMENT OF DELEGATES [CONT'D]

ORGANISATION/COMMITTEE	Delegate(s) 2017/2018
Riverina and Murray Regional Organisation of Councils	Mayor and General Manager
Riverina Eastern Regional Organisation of Councils	Mayor and General Manager
Riverina Regional Library	Cr Osborne Director Corporate & Community Services
Riverina Water County Council Appointed for a 4 year term	Cr Meyer Cr Quinn
Rural Fire Service Bushfire Management Committee	Cr Osborne (alternate Cr Meyer)
Softwoods Working Group	Cr Wilton (alternate Cr Weston)
Squirrel Glider Local Area Management Plan Project Committee	Cr Schilg
Walla Walla Floodplain Risk Management Committee	Cr Hicks

3. DELEGATIONS OF AUTHORITY

4807 RESOLVED [Hicks/Quinn]

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

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

4808 RESOLVED [Hicks/Stewart]

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

5. HENTY RAIL CROSSING RELOCATION PROJECT - UPDATE

4809 RESOLVED [Meyer/Hicks]

That the report be received and noted.

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6. REGIONAL GROWTH FUND

4810 RESOLVED [Stewart/O'Neill]

That:

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

8. STRONGER COUNTRY COMMUNITIES FUND

4811 RESOLVED [Quinn/O'Neill]

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

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

It was noted that officers shall write to all hall committees and sports ground committees advising them of the current opportunities for various State Government grant funding streams.

9. PROPOSED RESIDENTIAL SUBDIVISION AT WALLA WALLA

4812 RESOLVED [Hicks/Schilg]

That:

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

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

4813 RESOLVED [Hicks/Schilg]

That:

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

11. 2017 LOCAL GOVERNMENT CONFERENCE

4814 RESOLVED [Meyer/Schilg]

That Council:

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

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

2. Council nominate Councillor Meyer as the additional attendee to attend the 2017 Local Government Conference.

4815 RESOLVED [Quinn/Weston]

That an additional motion be submitted as follows:

That Local Government NSW request the NSW Treasurer to provide additional funding for noxious weed eradication across the state of NSW.

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CORPORATE AND COMMUNITY SERVICES

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

The General Manager referred the meeting to the Addendum report regarding the item now before Council.

4816 RESOLVED [Meyer/Quinn]

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

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

General Manager advised the meeting that Council's contract Auditor will attend the October meeting and make a presentation on the financial statements.

2. POLICY DEVELOPMENTS

4817 RESOLVED [Hicks/O'Neill]

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

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

4818 RESOLVED [Meyer/Stewart]

That:

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

4. POLICY REVIEW - GREATER HUME CHILDREN SERVICES POLICIES

4819 RESOLVED [O’Neill/Hicks]

That:

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

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ENGINEERING

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

4820 **RESOLVED** [Schilg/Stewart]

That the report be received and noted.

2. **REROC BULK EMULSION CONTRACT**

4821 **RESOLVED** [Hicks/Quinn]

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

PART B - ITEMS FOR INFORMATION

GOVERNANCE

1. **OFFICE OF LOCAL GOVERNMENT CIRCULARS**

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

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

CORPORATE AND COMMUNITY SERVICES

1. **CUSTOMER REQUEST MODULE – SUMMARIES OF MONTHLY REQUESTS**

2. **STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 31 AUGUST 2017**

3. **HUMAN RESOURCES REPORT FOR AUGUST 2017**

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ENGINEERING

1. **AUGUST REPORT OF WORKS**
2. **WATER AND SEWER REPORT – AUGUST 2017**

ENVIRONMENT AND PLANNING

1. **DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF AUGUST 2017**
2. **SENIOR WEEDS OFFICER'S REPORT – AUGUST 2017**
3. **RANGER'S REPORT – AUGUST 2017**
4. **RESPONSE TO QUESTION ON NOTICE – EPA FUNDING OPPORTUNITIES
WASTE LESS RECYCLE MORE INITIATIVE**
5. **RESPONSE TO QUESTION ON NOTICE – END PROCESSING RECYCLING
PRODUCT**

4822 RESOLVED [Quinn/Hicks]

That Part B of the Agenda be received and noted.

PART C – COMMITTEE AND DELEGATE REPORTS

4823 RESOLVED [Quinn/Hicks]

That Part C of the Agenda be received and noted.

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MATTER OF URGENCY

4824 RESOLVED [Hicks/Quinn]

And ruled by the Chair that the Matter of Urgency verbal report LOOSE FILL ASBESTOS INSULATION – PROPOSED EASEMENTS WITHIN LOTS 1 & 2 SECTION G DP 4843, HOLBROOK be considered at this time.

1. LOOSE FILL ASBESTOS INSULATION – PROPOSED EASEMENTS WITHIN LOTS 1 & 2 SECTION G DP 4843, HOLBROOK

4825 RESOLVED [Hicks/Quinn]

That the Mayor and General Manager be authorised to execute the Deed of Agreement for Acquisition of Sewer Easement and Transfer Granting Easement over Lot 1 Section G DP 4843 and Lot 2 Section G DP 4843, Holbrook under the Common Seal of Council.

QUESTIONS ON NOTICE

1. CR MEYER – HENTY TIDY TOWNS PROJECT PLINTHS IDENTIFYING UNMARKED GRAVES
Cr Meyer advised that the plinths identifying unmarked graves at the Henty Cemetery are disintegrating. He indicated that there is some agitation in the community about the current condition of the plinths. He asked that Council officers to prepare a report on the matter.

2. CULCAIRN CEMETERY

Cr Weston asked that plaques and plinths at Culcairn cemetery be included in the above report.

3. STREET LIGHTING – COMMUNITY TO IDENTIFY POORLY LIT AREAS IN JINDERA WHICH POTENTIALLY WARRANTED THE INSTALLATION OF NEW STREET LIGHTING

Cr O'Neill queried progress in the matter. In response, Director Engineering indicated that as the restructure within the Engineering Administration Department is now complete, that task has been assigned to the Manager Infrastructure, who will be progressing installation shortly as prioritised and as funds become available.

4. ONGOING ISSUES URBAN INTERFACE DOODLE COOMA SWAMP AND LOCAL FIRE BRIGADE

Cr Hicks asked that Council officers to speak to RFS and Local Brigade at Henty in relation to the Doodle Cooma Swamp maintenance. Director Engineering advised this area is a dedicated strategic fire zone and works to prepare it for the coming fire season is being undertaken shortly.

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5. HOPETOUN STREET KERB AND GUTTERING CULCAIRN

Cr Quinn queried if kerb and guttering works in Hopetoun Street, Culcairn has been completed and he queried if the project came in on budget. Director Engineering indicated he would take the matter on notice and report back to Cr Quinn.

6. SLADEN STREET UPGRADE AT HENTY

Cr Quinn also queried progress on this project. Director Engineering advised that the project is running to schedule. He advised that works have ceased during the Henty Field Days event, but activity would resume later next week including work starting to remove and then replace verandahs which have been identified for replacement.

7. RECONSTRUCTION OF HUESKE ROAD

Cr Quinn also queried progress on the Hueske Road project. Director Engineering advised the meeting that the project has commenced.

8. TRUCK PARKING SIGNAGE – AT CULCAIRN SWIMMING POOL

Cr Weston indicated that recent signage has been installed 'truck parking only' sign near the swimming pool. Cr Weston asked for reconsideration of the wording of the sign. Director Engineering is to investigate the matter.

9. LEAVE OF ABSENCE OCTOBER MEETING

Cr Schilg requested leave of absence for the October meeting.

10. ATTRACTING RESIDENTIAL SUBDIVISIONS AND HOUSING DEVELOPMENT IN SMALL TOWNS IN THE SHIRE

Cr Schilg asked how does Council entice a developer to undertake residential subdivisions? General Manager provided a reply indicating that it is hard to attract developers because they are (naturally) profit driven. Council has received a report tonight and has resolved to undertake detailed survey and design in order that accurate costs can be assessed for a potential seven lot residential subdivision in Walla. The work done investigating residential subdivision in Walla will be a test case for Council when considering other such opportunities elsewhere in the shire.

11. ALBURY CITY COUNCIL PROPOSED MOTION TO LOCAL GOVERNMENT NSW (LGNSW) ANNUAL CONFERENCE EXPRESSING DISSATISFACTION WITH LGNSW

General Manager advised the meeting that he has tonight circularised a proposed motion being prepared by Albury City Council, and he expects that the motion will be put to the full meeting of Albury City Council in coming days. To that end, the General Manager advised that he expected he will be preparing a report to Greater Hume Shire Council at its October meeting.

4826 RESOLVED [Quinn/Hicks]

At this juncture Council resolved at 7.51pm to move into a confidential session of Closed Council to provide an update on the Walla Walla Children's Services project.

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4827 RESOLVED [Quinn/Hicks]

Council resolved to move out of Closed Council at 7.56pm.

There being no further business, the meeting concluded at 7.56pm.

THESE MINUTES WERE CONFIRMED at the Council meeting held on 18 October 2017 at which time the signature hereon was subscribed.

Cr Heather Wilton,
Mayor
Greater Hume Shire Council