



Greater Hume Shire

To: «Name»

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 21 JUNE 2017

NOTICE is hereby given that an Ordinary Meeting of the Greater Hume Shire Council will be held at Council Chambers, Balfour Street, Culcairn at 6.00pm.

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL

WEDNESDAY, 21 JUNE 2017

BUSINESS TO BE CONSIDERED

1. PRAYER

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

4. APOLOGIES

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- Minutes of the Ordinary Meeting of Council – 17 May 2017

6. ACTION REPORT FROM THE MINUTES

7. NOTICE OF MOTION

8. REPORTS FROM OFFICERS

PART A For Determination

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

PART B For Information

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

PART C For Information

9. MATTERS OF URGENCY

10. QUESTIONS ON NOTICE

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TO BE HELD AT COUNCIL CHAMBERS, BALFOUR STREET, CULCAIRN
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NOTICE OF MOTION

1. NOTICE OF MOTION – CR QUINN – VILLAGES WATER SUPPLY

That Greater Hume Shire Council request that Albury City Council take over the Villages Water Supply Scheme and that Staff endeavor to negotiate the best possible deal for ratepayers with a projected transfer date of 1 December 2017.

General Managers Note:

At the Council meeting held on 15 March 2017 the following was resolved:

That Management be authorised to commence discussions with Riverina Water with the view of Riverina Water investigating the feasibility of taking control of the supply and operation of the Villages Water Supply.

Subsequent to the March Council meeting the following has occurred:

- Correspondence was forwarded to Riverina Water County Council advising of Council decision on 27 March 2017. A copy of the correspondence was also forwarded to Albury City Council as a courtesy.
- Initial information on the Villages Water Supply Scheme was provided to Riverina Water County Council.
- A meeting was held between representatives of Greater Hume Shire Council and the Riverina Water County Council on 5 April 2017 to further examine the opportunities and challenges of Riverina Water taking over the Villages Water Supply.
- Additional information on the Villages Water Supply Scheme has been provided on an ongoing basis since 27 March 2017.
- A further meeting with representatives of Riverina Water County Council is scheduled for 15 June 2017.

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OFFICERS' REPORTS – PART A – FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. **DEVELOPMENT APPLICATION 10.2017.45.1 – SUBDIVISION AND CONSOLIDATION YIELDING 2 LOTS AT COMPLETION LOT 774 DP1227998 LOT 11 AND LOT 53 DP753335, 14 HORE ROAD BOWNA – GREAT AUSSIE RESORT**

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

Council is in receipt of a development application for a subdivision and consolidation that will yield 2 lots at the Great Aussie Resort at Bowna. The subject land is described as Lot 774 DP1227998, Lot 11 and Lot 53 DP753335 14 Hore Road Bowna (the site). The applicant is Walpole Surveying Pty Ltd and the landowner is Diffey Pty Ltd as Trustee for Red Gum Investment Trust.

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 the applicant is seeking an exemption under clause 4.6(3) of the Greater Hume Local Environment Plan (the LEP) to the development standards contained in clause 4.1.

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 combined area of the three subject parcels is approximately 193 hectares and is currently sectioned off into separate areas for the resort and for agricultural purposes. The proposal is to realign the boundaries resulting in a (2) lot subdivision of allotments of 100 hectares and 90 hectares. Lot 1 will retain the Caravan Park and facilities and comprise a total of 90 hectares consisting of multiple parts. Lot 2 will comprise a recently constructed dwelling near the southern boundary. A copy of the Statement of Environmental Effects that includes the request for the variation is included in **ANNEXURE 1**.

Consultation & Referral Process

The application was notified to three adjoining landowners and there were no submissions received from the notification process.

Engineering Comments

Council's Engineering Department has inspected the site and requested the following conditions for the development consent:

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HORE ROAD BOWNA – GREAT AUSSIE RESORT [CONT'D]

- Proposed access road for Lot 2 to be constructed to Council's 'Standard Rural Road Design' specification & 'Typical Rural Driveway Crossover' to be installed at Hore Road and proposed access road intersection (minimum 450mm diameter pipe with headwalls to suit).
- Drainage to be directed to natural drainage lines.

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 RU1 Primary Production, SP3 Tourist and W2 Recreational Waterways Small Lots by the LEP.

The objectives of the RU1 zone are:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To maintain the rural landscape character of the land.

The proposal will see that the RU1 zoning will align with the boundaries of Lot 2 that contains the residence. The proposal will not derogate from the objectives of the RU1 zoning.

The objectives of the SP3 Tourist Zone are:

- To provide for a variety of tourist-oriented development and related uses.
- To encourage and provide opportunities for growth and employment in tourism.

The objectives of the W2 Recreational Zone are:

- To protect the ecological, scenic and recreation values of recreational waterways.
- To allow for water-based recreation and related uses.
- To provide for sustainable fishing industries and recreational fishing.

The proposal will see the SP3 and the W2 zoned area align with boundaries of proposed lot 1 that will continue to be used as a caravan park and for water-based recreation. These uses will not derogate from the objectives of the SP3 and the W2 Recreational Waterway Zone.

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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 Minimum Lot Size (MLS) for the RU1 portion of the land is 100 ha. The MLS for the SP3 and the W2 zoned land is undefined and therefore there is no requirement for a minimum lot size for this land. At 100 hectares lot 2 is compliant with the requirements of Clause 4.1 however proposed lot 1 will not meet this requirement as it is only 90 hectares. As mentioned the applicant is seeking an exemption under Clause 4.6 (3) to permit the reduced size of proposed lot 1 which is discussed below.

Clause 4.6 Exemption to Development Standards

As mentioned above, the applicant has sought an exemption under this clause to vary the requirements of clause 4.1 to permit Lot 1 to be 90 hectares which is 90% of required development standard. In accordance with the requirements of Clause 4.6(3) the applicant has made a written request which is supported by the assessing officer in consideration of clause 4.6(4) and is provided in **ANNEXURE 1**. The provisions of Clause 4.6(6) are met by the proposal. Finally, it is advised that Council has the ability to assume the concurrence of the Director General in allowing the exemption under this clause.

Clause 6.2 Terrestrial Biodiversity

Requires Council to consider the environmental effects of the proposed subdivision for the site which is subject to the biodiversity overlay. It is advised that the subdivision should not have any adverse effect on the environment in this location.

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.

These services are already in existence at the site and consequently these requirements are met by the proposal.

Greater Hume Development Control Plan 2013

The Greater Hume Development Control Plan 2013 (“the DCP”) applies to all land within the Shire. Chapter 6 of the DCP relates to subdivision generally and sets out relevant considerations.

DEVELOPMENT STANDARD	COMMENT
Staging 1. Where staging of a subdivision is proposed, a staging plan must be submitted with the development application.	No staging to occur.

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DEVELOPMENT STANDARD	COMMENT
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>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. Compliance with the <i>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>5. For battle-axe allotments a minimum width of the access handle is to be 4.5m.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p> <p>N/A</p> <p>All lots are provided with frontage to a public road. Lots are adequate.</p> <p>N/A.</p>

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DEVELOPMENT STANDARD	COMMENT
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.	N/A
7. Lots are to be designed to maximise solar access.	These lots will afford excellent solar access.
Infrastructure & services	
1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i> .	Council's Engineers have assessed the application and provided their conditional approval.
2. Where a reticulated external potable water supply is provided, all lots shall be connected.	N/A
3. Where a reticulated external sewerage system is provided, all lots shall be connected.	N/A.
Hazards	
1. On land mapped as bushfire prone, compliance with the <i>NSW Rural Fire Service guide Planning for Bushfire Protection (2006)</i> .	N/A.
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> .	There is no flood study that has been commissioned for this area. The proposal will not be affected by flooding.
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 State Government's <i>Managing Land Contamination – Planning Guidelines SEPP55 Remediation of Land (1998)</i> .	There is no evidence to suggest the lot is potentially contaminated and hence further investigation in this regard is not necessary.

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DEVELOPMENT STANDARD	COMMENT
Site management 1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i> . 2. Compliance with <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga & Hume Councils</i> .	Council's Engineers have assessed the application and provided their conditional approval. 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.

- **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	✓	The adjacent land is zoned RU1 or W2. The proposal subdivision will be in keeping with the existing use of land in the locality.
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 and the traffic impacts from the subdivision will not result in an adverse outcome in terms of the road network.
Utilities	✓	Existing arrangement for connection of utilities is in existence.
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 and development of the caravan park, this issue is not a concern for the subdivision.
Stormwater	✓	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> .
Flora & fauna	✓	The lot is mostly cleared of vegetation and hence the subdivision will have little impact on flora and fauna.

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ISSUE	ACCEPT- ABLE	COMMENT
Flooding	✓	The subdivision will not result in additional infrastructure being exposed to the effects of flooding.
Bushfire	N/A	
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 as the use of the land is already established and will not change as a result of the subdivision.

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

No submission has been received to the notification of the proposed subdivision.

• **79C(e) The public interest.**

Although one of the proposed lots is inconsistent with the minimum lot size for the RU1 zoning this subdivision undertaken in accordance with the applicable requirement of the Greater Hume Local Environment Plan 2012 is not against 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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RECOMMENDATION

1. Council assume the concurrence of the Director General of the Department of Planning and grant an exemption in accordance with Clause 4.6 to the development standard contained in clause 4.1 pertaining to minimum lot sizes.
2. That application DA10.2017.45.1 for a subdivision and consolidation yielding 2 lots at the Great Aussie Resort at Lot 774 DP1227998, Lot 11 and Lot 53 DP753335 14 Hore Road Bowna 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 DA10.2017.45.1 except where amended by any conditions of this consent.
 - 2 Verify that no private services are traversing the two allotments.
 - 3 Proposed access road for Lot 2 to be constructed to Council's 'Standard Rural Road Design' specification & 'Typical Rural Driveway Crossover' to be installed at Hore Road and proposed access road intersection. (Minimum 450 mm diameter pipe with headwalls to suit).
 - 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.
 - 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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2. ADOPTION OF THE 2017 DRAFT DEVELOPMENT CONTRIBUTIONS PLAN - SECTION 94A ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 - GREATER HUME SHIRE COUNCIL

Report prepared by Director Environment and Planning - Colin Kane

REASON FOR REPORT

Council received a report at its April 2017 Ordinary Meeting which advised of the need to review the Greater Hume Shire Section 94A Levy Development Contributions Plan 2014 and Council resolved to publicly exhibit the draft Greater Hume Shire Section 94A Levy Development Contributions Plan 2017 (the plan). This report advises Council of the outcome of the exhibition of the plan and will recommend its approval.

REFERENCE TO DELIVERY PLAN

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

Action 7.8.1 Process all developments applications as submitted.

DISCUSSION

At Council's April 2017 Ordinary Meeting a report was considered which recommended reviewing the Greater Hume Shire Section 94A Levy Development Contributions Plan 2014 in order to amend the existing schedule of works to include the following:

Item No	Description	Estimated Cost and Allocation under this Plan \$()	Estimated Time Frame	Priority
Community Facilities				
	Refurbishment of the Henty Swimming Pool Complex	\$1,600,000 \$(200,000)	Under Construction	High (Current Financial Year)
	Pioneer Drive Road Works	\$300,000 \$(300,000)	1 year	High (Next Financial Year)
	Urana Street Road Works	\$100,000 \$(100,000)	1 year	High (Next Financial Year)
	Culcairn Skate Park	\$300,000 \$(100,000)	2 years	High
	Jindera Skate Park	\$300,000	3 years	Medium
	Walla Walla Swamp Walk	\$100,000	4 years	Medium

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ADOPTION OF THE 2017 DRAFT DEVELOPMENT CONTRIBUTIONS PLAN - SECTION 94A
ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 -
GREATER HUME SHIRE COUNCIL [CONT'D]

At the meeting the following resolutions of Council were resolved:

1. 1 In accordance with Clause 33 of the Environmental Planning and Assessment Regulation 2000 give notice of its intention to repeal the Greater Hume Shire Council S94A Levy Development Contributions Plan 2014.
2. 2 In accordance with Clause 28 of the Environmental Planning and Assessment Regulation 2000 place the draft Greater Hume Shire Council S94A Levy Development Contributions Plan 2017 on public exhibition for a period of 28 days.

It is advised that the plan was advertised in accordance with the Environmental Planning and Assessment Regulation 2000 (the Regulations) and a submission was received **ANNEXURE 2**. The author of the submission contends that the proposed road works do not align with Section 94A(3) of the Environmental Planning and Assessment Act 1979 which emphasises that contributions should be spent towards the provision, extension or augmentation of public amenities or public services. Some alternate suggestions as to how Council should expend S94A contributions were provided and may be worth considering in future schedule of works.

It is the opinion of the author that the mix of projects within the schedule of works can be considered to be public amenities and public services and consequently Council can adopt the plan.

BUDGET IMPLICATION

Council benefits financially from the plan through off-setting the cost of providing public amenities and services into the future. The amendments to the plan will provide funds for essential community projects.

CONCLUSION

Although a submission was received to the exhibition of the draft plan, as discussed there appears to not be an impediment to adoption of the plan.

RECOMMENDATION

1. In accordance with Clause 31(1)(a) of the Regulations, Council adopt the plan in the same format that it was advertised.
2. In accordance with Clause 31(2) of the Regulations, Council place an advertisement in local newspaper advising of the adoption of the plan.

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3. LOCAL HERITAGE PLACES ESTABLISHMENT GRANTS (FORMERLY LOCAL HERITAGE FUND) 2016 - 2017

Report prepared by Environmental Health & Building Surveyor – Bradley Peach

REASON FOR REPORT

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

DISCUSSION

The Heritage Office of NSW co-funds Council to make available annual dollar for dollar grants to owners of heritage listed properties to assist and encourage these owners to undertake essential repair and or conservation works to their properties. The aim of this program is not only to help the conservation of these properties, but to raise public awareness of heritage, encourage investment in the community and the preservation of specialist trade skills.

No allocation has been identified in the 2016-2017 budget and funding for the heritage fund works are to be met from reserves until such reserves are expended.

Generally a policy of a maximum \$2,000 per grantee has been adopted.

Three separate applications have been received for the same property to date as below:

No	Property and nature of works	Value of Works proposed	Grant Application Request	Available Recommended Grant
01-16-/17	J Schmidt 120 Urana Street Jindera Conservation works to Dwelling (rendering works to 6 internal rooms)	\$6,000.00	\$2,000.00	\$2,000.00
02-16/17	Conservation works to Dwelling (repair/restoration of external fixtures)	\$720.00	\$400.00	\$360.00
03-16/17	Conservation works to Dwelling (underpinning of northern side of dwelling)	\$20,000.00 - \$30,000.00 (TBC)	\$2,000.00	\$2,000.00
TOTALS		\$26,720.00	\$4,400.00	\$4,360.00

BUDGET IMPLICATIONS

Nil. Works are funded from reserves.

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LOCAL HERITAGE PLACES ESTABLISHMENT GRANTS (FORMERLY LOCAL HERITAGE FUND)
2016 – 2017 [CONT'D]

CONCLUSION

The property, 120 Urana Street, Jindera is situated within the Jindera township Conservation Area.

Council's Heritage Advisor has undertaken an inspection of the site with the owner and assessed these applications. It is recommended that the grants may be approved for the rendering and repair/restoration works only at this stage. When final costings are available for the underpinning works, further consideration and subsequent report to Council should be done at that time.

The works associated with the applications will assist with the overall maintenance of the building and enhance the streetscape. An assessment sheet for the application has been prepared and recommendations and suitable conditions of approval for the projects have been made.

RECOMMENDATION

That Council approve Heritage Fund Applications numbered 01-16/17 and 02-16/17 and the associated recommended grant amount at this time, being a total of \$2,360.00.

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4. REQUEST FOR TENDERS CONTRACT FOR THE MANAGEMENT AND SUPERVISION OF COUNCIL SWIMMING POOL COMPLEXES

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

This report will recommend that Council resolve to advertise a request for tenders to manage and supervise via leasehold Council's 5 swimming pool complexes for the next three years with a one year option.

REFERENCE TO DELIVERY PLAN

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

DISCUSSION

It is advised that none of Council's swimming pool complex are under lease for the upcoming swimming pool season and it is proposed to advertise through an open tendering process a request for tender for a contract to manage and supervise via leasehold all of the complexes for the next three years with a one year option.

Council has just concluded a contract with a lessee that managed and supervised the Henty, Holbrook and Culcairn swimming pool complexes. It is considered that the existing contract subject to modification to eliminate areas of concern is able to be reused as part of a process to request for tenders. It is anticipated that the documentation should be complete within the next week.

The contract management and supervision of the swimming pool complexes to date has facilitated a pleasant experience for patrons of the complexes. It also permits better utilisation of Council staff.

Although contract management and supervision of Council's swimming pool complexes is the preferred outcome it is advised that Council retains the ability to operate the swimming pool complexes with day labour should a suitable lessee be unable to be retained.

BUDGET IMPLICATION

Costs associated with leasing the swimming pool complexes will need to align with the recurrent budget in the 2017/2018 management plan.

CONCLUSION

An open tender process will provide Council with the ability to engage a qualified and experienced contractor for the management and supervision of the swimming pool complexes.

RECOMMENDATION

That Council resolve to approve an open tendering process for the management and supervision of the swimming pool complexes.

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GOVERNANCE

1. PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO THE MAYOR AND COUNCILLORS POLICY

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to adopt a policy for the payment of expenses and provision of facilities to the mayor and councillors.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy 1.1 Improve community participation in decision making.
Action 1.1.3 Provide adequate equipment and support for the Mayor and councillors to undertake their role(s).

DISCUSSION

As reported to the April meeting, Section 252 of the Local Government Act 1993 requires Council to adopt a policy for the payment of expenses and provision of facilities to the mayor and councillors within 12 months of each term of a Council. Section 253 of the Act requires Council to give public notice of any intended amendments and allow 28 days for public submissions prior to adopting this policy.

The following was resolved at the April meeting:

That Council:

- 1. adopt the Draft Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy and*
- 2. place the Draft Policy on public exhibition for 28 days and consider any submissions at the June meeting.*

At the expiration of the exhibition period no submissions have been received.

BUDGET IMPLICATIONS

Nil – satisfactory budget allocation exists.

CONCLUSION

To ensure compliance with section 252 and 253 of the Local Government Act 1993, Council is required to publicly exhibit and adopt a policy for the payment of expenses and provision of facilities to the mayor and councillors

The process undertaken ensures Council's compliance with the relevant sections of the Local Government Act 1993.

RECOMMENDATION

That the Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy as publicly exhibited be adopted.

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2. POLICY DEVELOPMENT – LOCAL PREFERENCE PURCHASING POLICY

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To present the revised Draft Local Preference Purchasing Policy following the deferral of endorsing the policy for public exhibition at the May meeting.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy 9.3 To grow our existing businesses

DISCUSSION

At the May meeting of Council a draft Local Preference Purchasing Policy was submitted to Council for endorsement to publicity exhibit.

Following significant discussion and concerns with potential unintended consequences disadvantaging businesses owned by ratepayers of Greater Hume Shire Council, but located outside the shire, it was deferred for further consideration at the June meeting.

The following addition has been made to the policy to ensure (as far as possible) that there are no unintended consequences from adopting a Local Preference Purchase Policy.

The addition is as follows and highlighted in Yellow.

Page 1 – Definitions

(a) Local supplier means a business, contractor or industry:

- either permanently based in, or employing permanent staff operating from, permanent premises situated within the Greater Hume Shire Council LGA boundaries for not less than six months prior to the date of the Procurement Request, and
- registered or licensed in New South Wales or
- where at least one of the key Principals of the business, contractor or industry have been a ratepayer of Greater Hume Shire Council for not less than six months prior to the date of the Procurement Request.

A copy of the revised policy is attached as **ANNEXURE 3**.

It should be noted that the policy developed has the following characteristics:

1. Provides significant preference to local businesses for low cost purchases up to \$2,500.
2. Provides a 10% price point preference for purchases between \$2,500 and \$5,000 and 5% above \$5,000.
3. Is a two tiered system for purchases less than \$100,000 and purchases over \$100,000 were public quotations must be sought.
4. Considers quotations/tenders provided by local businesses and businesses external to the Shire using the goods and/or services of local businesses.

Whilst the draft policy seems quite complex for purchases over \$10,000 this will not impact on the local business submitting a price to Council. Local businesses will submit their prices in the normal manner and then Council staff will assess the submitted prices in accordance with the Local Preference Purchasing Policy.

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

In developing a Local Preference Purchasing Policy, Council also needs to be mindful of our obligations under other Acts such as the Trade Practices Act (section 49 – Price discrimination). Therefore Council must have a clear policy that is made widely available to businesses seeking to be a supplier of goods and services to Council.

BUDGET IMPLICATIONS

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

CONCLUSION

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

RECOMMENDATION

That:

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

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3. CHRIS AND CATHY WATSON - REQUEST TO VARY ASSISTANCE TO HOME OWNERS AFFECTED BY LOOSE FILL ASBESTOS AND PERMIT A VARIATION TO THE GREATER HUME DEVELOPMENT CONTROL PLAN

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider a request from Chris and Cathy Watson to vary assistance provided to home owners impacted by Loose Fill Asbestos Insulation to an alternate allotment and to permit a variation to the Greater Hume Shire Council Development Control Plan.

REFERENCE TO DELIVERY PLAN

Strategy 3.1: To improve quality of life and sustain our populations.

DISCUSSION

At the June 2016 Council meeting the following was resolved to assist landowners impacted by Loose Fill Asbestos Insulation.

1. *Council resolve to waive Development Application, Construction Certificate and Complying Development Certificate fees for residents whose property has been demolished under the NSW Government Voluntary Purchase and Demolition Programme.*
2. *Council resolve not to impose a Section 94A levy for new dwellings being constructed to replace a dwelling that has been demolished under the NSW Government Voluntary Purchase and Demolition Program.*

A copy of the report to the June 2016 is included as **ANNEXURE 4**.

Under the Voluntary Purchase and Demolition Scheme impacted landowners have two options those being:-

Option 1 – sell property

The NSW Government will purchase the premises and land at market value as if the property was free of loose-fill asbestos.

The NSW Government will demolish the premises, remediate the land and consider whether to sell the land. If the land goes to sale on the open market in the future it will be under regular market conditions.

Option 2 – retain land

The NSW Government will purchase the premises only and the property owner will retain ownership of the land. The premises will be valued as if it was free of loose-fill asbestos. If the property is larger than two hectares, only option two is available.

The NSW Government will then enter the property, demolish the affected premises and remediate the land. Following demolition and remediation, owners will be able to rebuild on the same block of land.

The assistance approved by Council would generally apply to those landholders accepting Option 2 – retain the land.

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CHRIS AND CATHY WATSON - REQUEST TO VARY ASSISTANCE TO HOME OWNERS
AFFECTED BY LOOSE FILL ASBESTOS [CONT'D]

Mr and Mrs Watson's home at 33 Bowler Street is one of the 37 properties in Greater Hume Shire impacted by Loose Fill Asbestos Insulation. Mr and Mrs Watson aim to rebuild, but not on the land of their current home (33 Bowler Street) and therefore will be accepting Option 1 – sell the property.

Mr and Mrs Watson are purchasing 14 Croft Street, Holbrook and are intending to locate a manufactured home on the site.

The advantage of taking this approach is that Mr & Mrs Watson should be able to coordinate the sale of their existing property to the State Government with the completion of the new dwelling at 14 Croft Street. This will alleviate the need for Mr & Mrs Watson to seek rental accommodation.

Mr & Mrs Watson are requesting that in this instance assistance provided to landowners impacted by Loose Fill Asbestos Insulation apply to 14 Croft Street in lieu of their current property at 33 Bowler Street. A copy of correspondence from Mr & Mrs Watson is included as **ANNEXURE 4**. The future purchaser of 33 Bowler Street would not be entitled to a waiver of fees in accordance with the resolution to the June 2016 Council meeting.

As the spirit of the resolution from the June 2016 Council meeting was to encourage landowners to remain in the shire and particularly Holbrook, this request is consistent with the aims of the resolution.

At the time of writing Mr and Mrs Watson has not lodged a development application for their proposed dwelling at 14 Croft Street Holbrook. Council has been sent a copy of the proposed plans (included in **ANNEXURE 4**). The proposed plans as submitted will not comply with the requirements of Clause 2.2 (3) of the Greater Hume Development Control Plan because the dwelling does not present to Croft Street and is orientated to face the adjacent park. In addition there is 6 X12 metre colourbond shed proposed to be located between the dwelling and Croft Street.

To facilitate a timely approval for the proposed dwelling it is possible for Council to consider a proposal to vary the requirements in Clause 2.2 (3) of the Greater Hume Development Control Plan in advance of receiving the application. The application when it is received will be notified in accordance with Council standard notification procedures and Council can reconsider its determination should a submission to that notification be received.

Council's Director Environment and Planning has undertaken a site inspection of Croft street and the dwelling adjacent to 14 Croft Street has a similar sized shed in front of that dwelling and the street. Also the eastern side of Croft Street also has a range of developments with a number being bed sitter style flats. It is opinion of the Director that should the shed be set back the specified 8 metres and suitable landscaping provided then the proposed dwelling and shed would not be prejudicial to the overall streetscape.

BUDGET IMPLICATIONS

The waiving of any Council levied fees in this instance will not result in any additional cost to Council.

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CHRIS AND CATHY WATSON - REQUEST TO VARY ASSISTANCE TO HOME OWNERS
AFFECTED BY LOOSE FILL ASBESTOS [CONT'D]

CONCLUSION

It is considered appropriate that Council provide assistance as requested as it will not be any additional cost to Council. Also in advance of receiving the development application for the proposed dwelling and shed, Council can determine that the requirement of Clause 2.2 of the Greater Hume Shire Development Control Plan may be set aside and allow the dwelling to not present to the street and for a shed to be located between the shed and the street.

RECOMMENDATION

That:

1. Council accede to the request from Chris and Cathy Watson to waive any Council levied fees (including but not limited to Development Application, Construction Certificate, Complying Development Certificate and section 94A fees) on 14 Croft Street, Holbrook in lieu of 33 Bowler Street, Holbrook.
2. subject to Council not receiving an objection to neighbour notification of a development application for the proposed dwelling and shed Council set aside the requirements of Clause 2.2 of the Greater Hume Shire Council Development Control Plan and permit the propose dwelling to not present to Croft Street and for a shed to be erected between the dwelling and Croft Street.

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4. GENERAL MANAGER'S LEAVE

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Council the appointment of an Acting General Manager by the Mayor in accordance the Mayoral delegation.

REFERENCE TO DELIVERY PLAN ACTIONS

Statutory matter

DISCUSSION

At the May meeting Council was advised that the Mayor has approved annual leave for the General Manager for the following dates:

- Monday 3 July – Sunday 16 July – 10 working days
- Thursday 24 August – Sunday 3 September – 7 working days
- Monday 6 November – Sunday 19 November – 10 working days

At that meeting Council resolved to provide delegated authority to the Mayor to appoint an Acting General Manager for a period of up to 10 days following a recommendation from the General Manager.

Following discussions with the General Manager the Mayor has appointed Council's Director Engineering, Greg Blackie to act in the position of General Manager for the periods Monday, 3 July to Sunday, 16 July 2017 and Thursday, 24 August to Sunday, 3 September 2017.

The appointment of an Acting General Manager for the period from Monday, 6 November to Sunday, 19 November 2017 will be considered at a later date.

BUDGET IMPLICATIONS

Nil as allowances are made within recurrent budgets for additional payments for acting roles.

CONCLUSION

This is an information report in the spirit of the Council resolution from the May Council meeting.

RECOMEMDATION

That the report be received and noted.

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5. QUESTION ON NOTICE – CR STEWART

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To respond to a Question on Notice submitted by Cr Stewart at the June meeting regarding signage on the Hume Highway identifying the Holbrook township and the availability of services.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy 11.3 To leave visitors delighted with their visit.

DISCUSSION

At the June meeting Cr Stewart submitted the following Question on Notice:

Cr Stewart questioned if there is sufficient highway signage to attract travellers to stop in Holbrook. In response General Manager advised that blue highway signs are governed by Roads and Maritime Services, and for specific 'business' signage is up to the businesses to pursue. He advised that the Woolpack Inn sign (located north of Holbrook on the Hume Freeway) will be renovated shortly. General Manager indicated he would undertake an audit of signage and report back to Council on the matter.

An audit of the signage inventory has been undertaken and has been mapped by Council staff. A copy of the map of signage inventory is included as **ANNEXURE 5** for Councillors' information.

The audit discloses that there are a number of signs (both northbound and southbound) that identify the exits to Holbrook, services available and rest areas.

The southbound Ooh media sign "Holbrook Welcomes You" with a pictorial of the Woolpack Inn Museum will be renovated in the near future.

It is the Writer's view that no additional signage is required at this time.

BUDGET IMPLICATION

Nil.

CONCLUSION

The audit of signage inventory has disclosed that there is significant private advertising, white on green signage (directional signage) and white on blue signage (information signage) on both the northbound and southbound carriageways of the Hume Highway. Accordingly, it is recommended that no further action be taken.

RECOMMENDATION

That Council receive and note the report and no further action be taken at this time.

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6. PROPOSED CHANGE OF COUNCIL MEETING VENUE – AUGUST MEETING

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider holding the August Council meeting at Jindera to showcase the recently completed building.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy 1.1 Improve participation in decision making
Action 1.1.1.3 Hold two or more meetings at alternate venues.

DISCUSSION

As Councillors would be aware the new Council administrative building at Jindera has been recently completed and handed over to Council on 31 May 2017.

The building will house Greater Hume's Customer Service and Children's Services staff, along with Regional Noxious Weeds Coordination Unit staff, the Hume Bank and Rural Care Link Opportunity Shop and Counselling Services. The aforementioned staff and businesses will commence operations from the building from 20 July 2017 and an official opening is planned for shortly thereafter.

It is considered that hosting the August Council meeting at Jindera will assist in raising the profile of the building.

BUDGET IMPLICATIONS

Provision is made in recurrent budgets for Council meeting expenditure.

CONCLUSION

The new building at Jindera will be a great asset to residents in the south western area of the shire and therefore holding the August Council meeting at the venue will assist in raising the profile of the building.

RECOMMENDATION

That the August Council meeting to be held on Wednesday 16 August 2017 be held at the newly completed Greater Hume Administrative Office, Corner Urana and Creek Streets, Jindera.

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7. POLICY DEVELOPMENT

Report prepared by Risk & WHS Coordinator – Di Snow

REASON FOR REPORT

To present revised Employee Health Monitoring and Employee General Health and Wellbeing policies for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Not applicable.

DISCUSSION

A routine review of the Employee Health Monitoring and Employee General Health and Wellbeing policies has identified the need to update existing wording with definitions and minor changes, as highlighted.

A copy of draft policies are attached as **ANNEXURE 6**.

BUDGET IMPLICATION

Nil.

CONCLUSION

The changes to the policies are minor and accordingly are presented for adoption.

RECOMMENDATION

That Council adopt the following revised policies:

1. Employee Health Monitoring Policy
2. Employee General Health and Wellbeing Policy

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8. GREATER HUME TOURISM PUBLIC FORUM PROGRAM

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

REASON FOR REPORT

This report is to recommend to Council the establishment of the Greater Hume Tourism Public Forum program.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 11.3 To leave visitors delighted with their visit

Action 11.3.17.3 Establishment of a Greater Hume Shire Tourism Operators Committee to create links and provide a platform for promotion and development of tourism in Greater Hume Shire.

DISCUSSION

Council resolved at the 6 December 2016 meeting to discontinue the Greater Hume Shire Council Tourism Advisory Committee and to consider effective communication strategies in relating to tourism in the future.

A strategy of the Greater Hume Shire Council's Visitor Experience Plan was the establishment of a Greater Hume Shire Tourism Operators Committee to create links and provide a platform for promotion and development of tourism in Greater Hume Shire.

Over the first half of 2017 the writer has contacted over 120 of Greater Hume Shire's tourism operators via a number of emails to invite them to a meeting to develop a Tourism Operators Committee. Unfortunately there has not been sufficient collective interest to form a committee.

Following consultation with the four operators who were originally interested in forming a committee it was suggested that a Tourism Public Forum Program be established following on from the success of the Public Forums held at the end of the previous Greater Hume Shire Council Tourism Advisory Committee meetings.

The Tourism Public Forum Program would be held four times a year in different community locations across the shire where tourism operators, event organisers and interested members of the public would be invited via email, social media, website and community newsletters to attend. The Forum will encourage a two way conversation and would include:

- A presentation by the Tourism and Promotions Officer on areas such as current trends/statistics, potential marketing/promotional opportunities and tourism initiatives available.
- Attendees would also be invited to present during the forum information on their business, event or interest.
- The Tourism and Promotions Officer and attendees would then discuss/brainstorm potential initiatives and ideas which could be developed to enhance the Visitor Experience in Greater Hume Shire.
- Discussion of other topics relating to tourism would also occur.

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GREATER HUME TOURISM PUBLIC FORUM PROGRAM [CONT'D]

- An attendance register will be provided and notes taken from the Greater Hume Tourism Public Forum Program will be made available on the corporate site of Greater Hume's Tourism website, visitgreaterhume.com.au and an email sent to all Greater Hume Tourism Operators, Event Organisers, interested members of the public, Councillors and relevant staff of Greater Hume Shire Council.

BUDGET IMPLICATIONS

Costs incurred to hold the Tourism Public Forums Program will be within Councils current operational tourism budget.

Future initiatives/ideas requiring additional funding will be subject to either potential grants and funding or a future report to Council.

CONCLUSION

It is the writer's view that the formation of the Greater Hume Tourism Public Forum Program will provide the platform for effective communication and ideas exchange between the Tourism and Promotions Team and tourism operators, event organisers and interested members of the public in Greater Hume Shire.

RECOMMENDATION

That Council endorse the Greater Hume Tourism Public Forum Program.

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9. HEADLIE TAYLOR HEADER SCULPTURE

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

REASON FOR REPORT

To present a draft Memorandum of Understanding (MOU) between Headlie Taylor Header Museum Committee, Murray Arts and Greater Hume Shire Council for the creation and implementation of a sculpture to recognise the contribution to agriculture by Headlie Taylor and his invention of the grain harvesting header in Bicentennial Park, Henty.

REFERENCE TO DELIVERY PLAN ACTION

- Strategy 5.9 To improve our cultural facilities
- Action 5.9.2.1 Raise the profile of cultural assets and activities in the shire both locally and outside the shire. Encourage museums to develop exhibitions and assist museums to create promotional materials such as videos, flyers, signage and use of social media.
- Action 5.9.2.3 Work with organisations such as Murray Arts to facilitate the hosting of cultural activities throughout the shire.

DISCUSSION

The Headlie Taylor Header Museum Committee have been fundraising for a number of years as well as securing funds from various philanthropic and government sources to commemorate the local agricultural engineer Headlie Taylor and to recognise the historical contribution he made to agriculture through the commissioning of a sculpture. This farmer's son, left school at the age of 14, developed the header harvester and laid the foundation of mechanical harvesting of grain which was adopted in Australia and throughout the world. One of Headlie Taylor's Headers and his Blacksmith Shop is located in a Museum in Bicentennial Park, Henty along with a windmill, horse trough, visitor parking, public toilets, playground and tourist information on Henty and Greater Hume Shire.

According to Roads and Maritime Services there are approximately 3,500 vehicles daily, passing through Henty via the Olympic Highway.

It is proposed that the sculpture would be located in front of the museum, adjacent to the windmill and horse trough and in full view of Olympic Highway traffic.

This draft MOU has been established to clearly identify the individual responsibilities between the Greater Hume Shire Council, the Headlie Taylor Header Museum and Murray Arts to engage a sculpture artist along with implementation and ongoing maintenance of the sculpture. A copy of the Memorandum of Understanding is attached as **ANNEXURE 7** for Councillors consideration.

Councillors should note that a one off cost of \$2,000 will be required to prepare the site for the sculpture. The Director of Engineering has indicated this would be funded from the Parks Maintenance budget.

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HEADLIE TAYLOR HEADER SCULPTURE [CONT'D]

BUDGET IMPLICATIONS

A one off cost of \$2,000 will be required to prepare the site for the sculpture. The Director of Engineering has indicated this would be funded from the Parks Maintenance budget. Other costs incurred will be within Councils current operational budget.

CONCLUSION

The Headlie Taylor Header Museum is one of Greater Hume Shire's major cultural tourism assets and the Committee has worked tirelessly to secure the funds to afford a sculpture to mark the importance of Headlie Taylor to agricultural innovation within the region and across the world.

RECOMMENDATION

That the draft Memorandum of Understanding between Headlie Taylor Header Museum Committee, Murray Arts and Greater Hume Shire Council for the creation and implementation of a sculpture in Bicentennial Park, Henty be adopted.

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10. DRAFT GREATER HUME SHIRE COUNCIL COMMUNICATIONS STRATEGY AND IMPLEMENTATION PLAN

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

REASON FOR REPORT

To table the draft Greater Hume Shire Council Communications Strategy and Implementation Plan.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 4.2 To provide support to all in a large shire and improve communication and connection.

DISCUSSION

Further to the report presented at the December meeting of Council, the draft Communications Strategy and Implementation Plan is now presented for Council endorsement. A copy of the draft document is **ENCLOSED SEPARATELY**.

At the December meeting Council adopted the Communications Policy which has provided the framework for the development for Council's first formal Communications Strategy and Implementation Plan. For background, a copy of that report and policy is attached at **ANNEXURE 8**.

At the December meeting, Council also received a report in relation to the Community Survey 2016 which highlighted survey findings in relation to Council needing to improve communication with its residents in terms of responsiveness, leadership and advocacy, and informing the community of Council decisions. A copy of Table E-1 from that report is also attached at **ANNEXURE 8**.

Four key objectives underpin the development of the plan:

1. to better inform the community of the services and activities carried out by Greater Hume Shire Council in line with the goals outlined in Council's 4 year Delivery Program
2. to improve internal communications between Council departments and across management levels
3. to enhance and encourage two way inclusive communication across all members of the community
4. to drive community participation and engagement with Council programs, activities, and events.

The strategy and implementation plan paves the way for a more considered and planned approach to dealing with communications across the entire Council.

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DRAFT GREATER HUME SHIRE COUNCIL COMMUNICATIONS STRATEGY AND IMPLEMENTATION PLAN [CONT'D]

The plan identifies 24 recommendations, including a number of contemporary strategies.

Six key recommendations for the strategy are listed below:

- Development of a Corporate Brand Manual including refinement of Council's corporate brand image and creation of a signage plan.
- Creation of a rolling Content Plan (promotional plan) for all key work flows across the organisation that impact communications both externally and internally
- Creation of a new website as a corporate publication with high visibility, ensuring accessibility meeting Web Content Accessibility Guidelines 2.0 standards and interactive features.
- Development of a social media guide to provide a guideline for the number of staff managing 9 Facebook pages.
- A revamped newsletter strategy which will result in redesigned printed newsletters together with investigation of a digital customer record system for communications including newsletters and an expanding use of SMS alerts.
- Internal communications strategies including the generation of the General Manager's Monthly Update to all staff as well as an organisation wide commitment to work group meetings and reporting.

In relation to the development of a Corporate Brand Manual, following an expression of interest process, Kindred Design has been appointed and work has commenced on the project. It is proposed that once refreshed brand concepts are developed, a presentation will be made to Council.

BUDGET IMPLICATIONS

The cost of implementation of the Communications Strategy can be funded from existing allocations.

CONCLUSION

The adoption of the Communications Policy in December 2016 has been the catalyst for the development of a Communications Strategy and Implementation Plan for the entire Council organisation.

RECOMMENDATION

That Council endorse the draft Communications Strategy and Implementation Plan.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
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CORPORATE AND COMMUNITY SERVICES

1. DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021

Report prepared by David Smith – Director Corporate & Community Services

REASON FOR REPORT

To present the 2017/2030 Draft Community Strategic Plan, 2017/2021 Draft Delivery Program and 2017/2018 Draft Operational Plan and Revenue Policy for formal adoption by Council.

REFERENCE TO DELIVERY PLAN ACTION

Not applicable – legislative requirement.

DISCUSSION

Council's 2017/2030 Draft Community Strategic Plan, 2017/2021 Draft Delivery Program and 2017/2018 Draft Operational Plan and Revenue Policy have been on display for public comment with a number of submissions received.

The following table summarises the revised budget position for 2017 / 2018.

Operating Revenue	\$ 25,962,715
Capital Revenue	\$ 2,110,563
Loan Funds Raised	\$ 250,000
Sub total	\$28,323,278
<i>Less:</i>	
Operating Expenditure	\$ 26,348,773
Capital Expenditure (inc loan repayments)	\$ 10,608,492
Non Cash Depreciation contra	-\$ 7,794,201
Sub Total	\$29,163,064
Transfer (To) /From Reserves and Unexpended Grants	\$ 860,717
Surplus / (Deficit)	\$ 20,931

Councillors should note that some minor amendments have been made to the draft budget during the advertising period which has resulted in the projected surplus reducing to \$20,931 in 2017/2018.

At the time of preparing this report, six submissions have been received being from Mr Roger Cooper, Wirraminna Environmental Education Centre, the Walla Walla Community Development Committee, the Jindera Community Forum, the Culcairn Community Development Committee and Peter & Jenny White. Copies of each submission are included as **ANNEXURE 9**. The following table summarises the major items raised in each submission together with a brief response to the issues raised.

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

Submission	Response
<p>Culcairn Community Development Committee</p> <ol style="list-style-type: none"> 1. Revitalising plants in concrete pots along Balfour Street 2. Replacement of footpath from the newsagency to the craft shop, Balfour Street 3. Extension of lawn areas to other garden beds in Balfour Street 	<p>Council will provide the plants as requested</p> <p>It is estimated that the works will cost \$20,000 per annum and have not been included at this point.</p> <p>There are currently no plans to extend lawn to other garden beds in Balfour Street, but rather selectively replace some of the existing plants with more colourful plantings to compliment the replanting of the walkways and kerb outstands</p>
<p>Jindera Community Forum</p> <ol style="list-style-type: none"> 1. Bike path between Jindera and Albury 2. Extended opening hours at Council's pools and extended season depending on weather conditions. 3. Drainage and kerb and gutter works in Mitchell Street 4. Control of weeds and general maintenance of footpaths 5. Car parking issues in Jindera when the Jindera Multi Purpose Community Centre opens 	<p>This matter has been before Council for some time. At present, the draft 2017/2021 Delivery Program includes Action 2.4.3.1 <i>"Council to investigate opportunities and invest in liveability infrastructure such as recreation facilities, cycleways, footpaths and recreational walking tracks."</i></p> <p>The operation of Council's swimming pools comes at a significant cost with the net operational cost for 2017/2018 expected to be \$574,346. Extending the opening hours and/or extending the pool season would add to this already significant cost and would not be within Council's current financial capacity to maintain.</p> <p>Kerb and Gutter works are programmed for Creek Street from Huon Street to Mitchell Street in 2018/2019 which will include some drainage works at the corner of Mitchell and Creek streets. However there are no kerb and gutter works programmed specifically for Mitchell Street within the four year works programme.</p> <p>Council currently budgets for expenditure of \$360,000 on town maintenance activities across the shire. The particular issues raised in this submission have been noted by the Director Engineering and appropriate action will be taken.</p> <p>A car park for staff and visitors will be constructed at the rear of the Multi Purpose Community Centre which will be capable of holding 12 vehicles</p>

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

Submission	Response
<p>Walla Walla Community Development Committee</p> <ol style="list-style-type: none"> 1. Supermarket for Walla Walla 2. Better childcare 3. Walking/bike track Walla Walla to Gum Swamp 4. Housing development / house and land packages 5. Sportsground upgrade 	<p>This is a matter that would need to be progressed by a private developer with the support of the local community.</p> <p>In accordance with the Council Resolution passed at the February 2017 Council Meeting, a total of \$500,000 has been included in the 2017/2018 budget for the development of a child care facility in Walla Walla. Council's commitment of \$250,000 is subject to approval of grant funding under the Building Better Regions Program.</p> <p>At present, the draft 2017/2021 Delivery Program includes Action 2.4.3.1 <i>"Council to investigate opportunities and invest in liveability infrastructure such as recreation facilities, cycleways, footpaths and recreational walking tracks."</i> An initial estimate of \$200,000 for this project has been included in the 2020/2021 forward estimates subject to grant funding being achieved.</p> <p>This matter was discussed at the November 2016 Council Meeting whereby the following resolution was passed <i>"That Council:</i> <ol style="list-style-type: none"> 1. <i>Not proceed at this time with investigations to develop a residential estate at Walla Walla</i> 2. <i>Ascertain whether there is currently unmet demand for residential allotments at Walla Walla and, if so, correspond with owners of vacant land to ascertain whether there is any interest in placing the allotments on the market for sale."</i></p> <p>Some improvements works have been undertaken at the sportsground such as the new amenities block constructed in 2015/2016 at a cost of \$70,182. In addition, a budget allocation of \$6,220 has been included in the 2016/2017 budget for new flood lights.</p>

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

Submission	Response
<p>Wirraminna Environmental Education Centre</p> <p>1. Increased funding for operation of the centre</p>	<p>At present, Council includes an annual budget allocation of \$8,000 for the operation of Wirraminna. Any addition to this allocation would result in further pressure on Council's budget position.</p>
<p>Mr Roger Cooper</p> <p>1. Positive compliment to Council</p>	<p>Comments noted.</p>
Submission	Response
<p>Peter & Jenny White</p>	<p>Council's rating structure for the 2017/2018 year was discussed at length by Councillors at a number of workshops in the lead up to the development of the Draft 2017/2021 Delivery Program, most recently at the Council workshop held on 26 April 2017. Following considerable debate at that workshop, the consensus of Councillors was to not amend the rating structure for the 2017/2018 year and to reconsider the matter at the expiration of the Special Rate Variation period, i.e. during preparation of the 2018/2019 Revenue Policy.</p> <p>In addition, there have been two general property revaluations since the introduction of the Special Rate Variation. These revaluations have altered the dynamics of property valuations across the shire resulting in changes to the original rate increase estimates with some properties, even within the one rating category, experiencing higher or lower rate increases than were originally estimated.</p> <p>Mr & Mrs White also raise the matter of the shift in yield between Residential and Farmland categories. Councillors are aware of this shift and Council acknowledges that the growth in the number of Residential assessments compared to Farmland assessments has resulted in a shift in the relative yields between each category. This will be subject of a further review over the next 12 months.</p>

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

Resourcing Strategy

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

CONCLUSION

The draft budget as presented provides for a small surplus in the 2017/2018 year and provides for the continuation of Council's approved Special Rate Variation. Council's 2017/2021 Delivery Program and Associated 2017/2018 Operational Plan have been developed to include specific actions associated with the strategies and outcomes detailed in Council's Community Strategic Plan. The 2017/2021 Delivery Program and Associated 2017/2018 Operational Plan also contains the key actions and strategies detailed in a number of key planning documents being the Community Health & Wellbeing Plan, Economic Development & Social Plan and the Disability Inclusion Action Plan.

RECOMMENDATION

That:

1. Council note and consider the public submissions made in respect to the 2017/2030 Draft Community Strategic Plan, 2017/2021 Draft Delivery Program and 2017/2018 Draft Operational Plan.
2. The 2017/2030 Draft Community Strategic Plan be adopted
3. The 2017/2021 Draft Delivery Program and Resourcing Strategy incorporating the 2017/2018 - 2026/2027 Long Term Financial Plan, Workforce Plan and Asset Management Plan be adopted
4. The 2017/2018 Draft Operational Plan incorporating estimates of income and expenditure for Council's General, Sewerage and Water Supply Funds and the Draft Revenue Policy be adopted.
5. Fees and Charges as advertised in the Draft Revenue Policy be implemented from 1 July 2017
6. In accordance with Section 535 of the Local Government Act 1993 Council **make** the following Rates and Charges for the period 1 July 2017 to 30 June 2018

ORDINARY RATES

Council **makes** the following rates for the rating year 1 July 2017 to 30 June 2018, comprising a base rate under Section 499 and an ad valorem amount under Section 498 of the Local Government Act 1993.

- a. **Residential** – An ordinary rate of zero point eight zero one four one five (0.801415) cents in the dollar on the land value in addition to a base amount of three hundred and seventy dollars and fifty cents (\$370.50) per assessment being forty nine point seven percent (49.7%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as "Residential" in accordance with Section 516 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named "Residential".

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES
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- b. **Residential – Villages** – An ordinary rate of zero point five three nine three eight nine (0.539389) cents in the dollar on the land value in addition to a base amount of two hundred and seventy six dollars (\$276.00) per assessment being thirty nine point eight percent (39.8%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Residential” sub-category “Villages” in accordance with Section 516 and Section 529 (1) of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Residential – Villages”.
- c. **Residential – Rural** – An ordinary rate of zero point four seven eight two nine two (0.478292) cents in the dollar on the land value in addition to a base amount of three hundred and twenty one dollars (\$321.00) per assessment being thirty point one percent (30.1%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Residential” sub-category “Rural” in accordance with Section 516 and Section 529(1) of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Residential – Rural”.
- d. **Business** – An ordinary rate of zero point eight zero eight two three three (0.808233) cents in the dollar on the land value in addition to a base amount of four hundred and four dollars and fifty cents (\$404.50) per assessment being forty nine percent (49.0%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Business” in accordance with Section 518 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Business”.
- e. **Farmland – Ordinary** – An ordinary rate of zero point two seven seven six one five (0.277615) cents in the dollar on the land value in addition to a base amount of three hundred and seventeen dollars (\$317.00) per assessment being fourteen point four percent (14.4%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Farmland” in accordance with Section 515 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Farmland – Ordinary”.

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

- f. **Farmland – High Intensity Forestry** – An ordinary rate of one point zero eight zero three one six (1.080316) cents in the dollar on the land value in addition to a base amount of one hundred and ninety eight dollars (\$198.00) per assessment being fifteen point six percent (15.6%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Farmland” sub-category “High Intensity Forestry” in accordance with Section 515 and Section 529(1) of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Farmland – High Intensity Forestry”.

WATER SUPPLY CHARGES

Council makes the water supply charges for the period 1 July 2017 to 30 June 2018 as follows.

- a. An annual water availability charge of three hundred and fourteen dollars (\$314.00) per assessment be charged on all strata, single residential and unmetered rateable land categorised Residential, Residential-Villages or Residential - Rural in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Water Access Charge”.
- b. An annual water availability charge based on water meter size for non-rateable and multi residential properties as follows:

PRICING STRUCTURE – GREATER HUME WATER SCHEME	
Component	2017/2018 Charges
Water Meter Size	
20mm	\$314.00
25mm	\$413.00
32mm	\$468.00
40mm	\$542.00
50mm	\$631.00
80mm	\$871.00

be charged per meter on all multi residential rateable land categorised as Residential, Residential-Villages or Residential - Rural in accordance with Section 501 and Section 552 of the Local Government Act 1993 and non-rateable land in accordance with Section 503 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Water Access Charge”.

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

- c. An annual water availability charge of three hundred and fourteen dollars (\$314.00) be charged on all unmetered rateable land categorised as Business or Farmland in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Water Access Charge".
- d. An annual water availability charge based on water meter size as follows:

PRICING STRUCTURE – GREATER HUME WATER SCHEME	
Component	2017/2018 Charges
Water Meter Size	
20mm	\$314.00
25mm	\$413.00
32mm	\$468.00
40mm	\$542.00
50mm	\$631.00
80mm	\$871.00

be charged per meter on all rateable land categorised as Business or Farmland in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Water Access Charge".

- e. A water consumption charge per kilolitre as follows:

PRICING STRUCTURE – GREATER HUME WATER SCHEME	
Component	2017/2018 Charges
Usage Charge per KL \$	
< 200kl per kl	\$1.70
>200kl per kl	\$2.60

be charged on all metered assessments in accordance with Section 502 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Water Consumption".

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

SEWERAGE RATES

Council makes the sewerage charges for the period 1 July 2017 to 30 June 2018 as follows.

- a. An annual sewerage availability charge of four hundred and ninety five dollars (\$495.00) per assessment be charged on all strata, single residential and unmetered rateable land categorised Residential or Residential - Villages in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Sewer Access Charge".
- b. An annual sewerage availability charge based on water meter size for non-rateable assessments and multi residential properties as follows:

PRICING STRUCTURE – GREATER HUME SEWER SCHEME	
Component	2017/2018 Charges
Water Meter Size	
20mm	\$279.00
25mm	\$317.00
32mm	\$367.00
40mm	\$429.00
50mm	\$512.00
80mm	\$704.00

be charged per meter on all multi residential rateable land categorised as Residential or residential – Villages in accordance with Section 501 and Section 552 of the Local Government Act 1993 and non-rateable land in accordance with Section 503 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Sewer Access Charge".

- c. An annual sewerage availability charge of four hundred and ninety five dollars (\$495.00) be charged on all unmetered rateable land categorised as Business in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Sewer Access Charge".

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

SEWERAGE RATES (continued)

d. An annual sewerage availability charge based on water meter size as follows:

PRICING STRUCTURE – GREATER HUME SEWER SCHEME	
Component	2017/2018 Charges
Water Meter Size	
20mm	\$279.00
25mm	\$317.00
32mm	\$367.00
40mm	\$429.00
50mm	\$512.00
80mm	\$704.00

be charged per meter on all rateable land categorised as Business in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Sewer Access Charge".

e. A sewerage usage charge per kilolitre will be charged on all non-residential metered assessments with sewerage discharge as follows:

PRICING STRUCTURE – GREATER HUME SEWER SCHEME	
Component	2017/2018 Charges
Usage Charge per KL \$	\$1.50 per kilolitre for all non-residential discharges.

be charged on all metered non-residential assessments with sewerage discharge subject to the aligned discharge factor in accordance with Section 502 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Non Residential Sewer Usage Charge".

f. In accordance with Section 542 of the Local Government Act 1993 the minimum charge (being the combined total of the Sewer Access Charge and the Non Residential Sewer Usage Charge) applicable to non-residential metered assessments will be four hundred and ninety five dollars (\$495.00) for the period 1 July 2017 to 30 June 2018.

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES
OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

WASTE MANAGEMENT

Council makes the waste management charges for the period 1 July 2017 to 30 June 2018 as follows.

Residential

- a. A domestic waste management collection charge of two hundred and forty three dollars (\$243.00) per service be charged on all occupied rateable land other than land classified as Business which have a domestic waste management service available in accordance with Section 496 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Garbage – Domestic".

Commercial

- a. A commercial waste management collection charge of two hundred and fifty nine dollars (\$259.00) per service in respect of each parcel of land to which a non-domestic waste management service (garbage and recycling) is both available and provided under Section 501 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Garbage – Commercial".
- b. A commercial waste management collection charge of two hundred and twenty seven dollars (\$227.00) per service in respect of each parcel of land to which a non-domestic waste management service (garbage only) is both available and provided under Section 502 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Waste – Garbage Only Service".
- c. A commercial waste management collection charge of one hundred and nineteen dollars (\$119.00) per service in respect of each parcel of land to which a non-domestic waste management service (recycling only) is both available and provided under Section 502 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Waste – Recycling Only Service".

3.

4. Vacant Land

- a. A waste management charge of forty dollars (\$40.00) per assessment be charged on all vacant rateable land located within designated domestic waste scavenging areas in accordance with Section 496 of the Local Government Act 1993 be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Garbage – Domestic Vacant Land".

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DRAFT COMMUNITY STRATEGIC PLAN 2017/2030, DELIVERY PROGRAM AND ESTIMATES
OF INCOME AND EXPENDITURE 2017/2021 [CONT'D]

ON SITE SEWAGE MANAGEMENT CHARGE

Council makes the on-site sewerage management charge for the period 1 July 2017 to 30 June 2018 as follows.

An on-site sewage management charge of thirty dollars (\$30) per annum in respect of each parcel of land or rateable assessment where a dwelling(s) or other occupied building(s) is/are connected to any form of on-site sewage management system or systems be now made for the period 1 July 2017 to 30 June 2018 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Onsite Sewage Management Chg".

INTEREST ON OVERDUE RATES AND CHARGES

The rate of interest to be charged on overdue rates and charges in accordance with Section 566(3) of the Local Government Act 1993 be set at seven point five (7.50%) per annum on a daily simple interest basis for the period 1 July 2017 to 30 June 2018.

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2. JINDERA MULTI PURPOSE COMMUNITY CENTRE (MSO) PROJECT

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To advise Councillors of the completion of the Jindera Multi-Purpose Community Centre building.

REFERENCE TO DELIVERY PLAN ACTION

Strategy 5.5 To maintain our health and aged care services

Strategy 5.7 To improve the availability of childcare services and services within the shire

Strategy 5.9 To improve our cultural facilities

DISCUSSION

At the October 2016 Council Meeting, Council resolved to enter into a contract with Premier Building and Construction to construct the Jindera Multi-Purpose Community Centre for a contract price of \$1,487,145.19.

Construction of the building is now complete with Council formally taking possession of the building on Wednesday 31 May 2017. Since commencement of the project in November 2016 works proceeded in a well-coordinated manner and the building contractor was very professional in the manner in which the project was managed.

As is the case with any major project, some unforeseen issues arose during construction, the most significant being difficulties emanating from the proximity to the building of the overhead power lines in Creek Street and Urana Street. A number of logistical and work health and safety issues had to be addressed and design modifications, including the lowering of the roof height on the northern end of the building, incorporated into the building to satisfy Workcover and Essential Energy requirements. It was also necessary for the builder to arrange for Essential Energy to shut down the power on two occasions to allow roofing contractors access to a restricted work zone.

However, despite the issues with the overhead power lines, construction of the building was completed almost four weeks ahead of schedule. Work is now underway to purchase furniture and other internal operational fixtures as well as construction of the rear carpark. It is anticipated that the building will be fully occupied and open for public use from mid July 2017. A formal opening for the building including a public "open day" will be organised shortly after the building is operational.

BUDGET IMPLICATIONS

Costs associated with the construction of the proposed Jindera Multi-Purpose Community Centre will be met from existing funds held in reserve following the sale of the Jindera Aged Care facility. As at the 30 June 2016 a total of \$1,537,034 remains in reserve and the original contract price for construction of the building was \$1,487,145.19. At the conclusion of the project, approved variations to the original contract totalled \$60,376.84 less a contingency allowance of \$35,000 resulting in a net variation to the tender price of \$25,376.84 or 1.7% of the original contract price. Additional costs associated with issues relating to the electrical supply to the building and safety issues associated with working around the overhead power lines made up almost all of the approved cost variations.

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JINDERA MULTI PURPOSE COMMUNITY CENTRE (MSO) PROJECT [CONT'D]

The purchase of furniture and other operational fixtures will be met from the remaining funds in the Jindera Hostel sale reserve and unexpended funds held in reserve from Council's former aged and disability care programs. Greater Hume Children Services as the major tenant of the building will also be making a contribution toward the cost of furniture and fittings.

CONCLUSION

Construction of the Jindera Multi-Purpose Community Centre was completed almost four weeks ahead of schedule with the final cost being within 1.7% of the contract price.

RECOMMENDATION

That the report be received and noted.

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
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ON WEDNESDAY, 21 JUNE 2017**

3. JINDERA RURAL FIRE SERVICE LAND EXPANSION

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To update Councillors on negotiations with NSW Primary Industries – Lands (Crown Lands) in relation to the expansion of land used for bushfire purposes by the Jindera Rural Fire Brigade.

REFERENCE TO DELIVERY PLAN ACTION

N/A – statutory matter.

DISCUSSION

As Councillors would be aware, the Jindera Rural Fire Service Brigade station is located on land within the Jindera Recreation Ground. At present, the brigade station building and carpark is located on three separate parcels of land with two of the parcels owned freehold by Council and the other parcel being part of Public Reserve Dedication 620028 for Public Recreation under Council trusteeship. Council was advised by the Jindera Rural Fire Service Brigade that additional land was required in order to allow them to expand their existing brigade station.

Accordingly, Council commenced negotiations with Crown Lands in 2015 to allow for the expansion of land occupied by the Jindera brigade station. It was initially agreed that a formal subdivision be undertaken to consolidate the existing parcels of land owned by Council together with a section of land under Public Reserve Dedication 620028 into a new single parcel available for Rural Fire Service use. On that basis, Council engaged the services of a registered surveyor to prepare a plan of subdivision for lodgement with Crown Lands.

During the ensuing months, Council maintained contact with Crown Lands in an attempt to have the plan of subdivision approved and the matter finalised. Council has now received correspondence from Crown Lands advising that as the original subdivision proposal would have resulted in a small portion of land being added back to the Crown estate, the proposal as presented could not proceed. However, in their correspondence, Crown Lands have agreed to return to a proposal presented by Council in 2015 whereby Crown lands will have another purpose added to Public Reserve Dedication 620028 to allow Council to use any part of Public Reserve Dedication 620028 for Public Recreation *and* Rural Fire Service activities. This course of action will allow the Jindera Rural Fire Service Brigade to undertake their expansion project without the need for Council to formally acquire any further land.

BUDGET IMPLICATIONS

Council has incurred some direct costs in relation to the development of the subdivision plan, however the bulk of the budget implications from this matter has been the considerable time that a number of Council officers have invested in bringing the matter to a successful conclusion.

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JINDERA RURAL FIRE SERVICE LAND EXPANSION [CONT'D]

CONCLUSION

Crown Lands have agreed to have another purpose added to Public Reserve Dedication 620028 to allow Council to use any part of Public Reserve Dedication 620028 for Public Recreation *and* Rural Fire Service activities. This course of action will allow the Jindera Rural Fire Service Brigade to undertake their expansion project without the need for Council to formally acquire any further land.

RECOMMENDATION

That the report be received and noted.

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4. WIRRAMINNA ENVIRONMENTAL EDUCATION CENTRE TRUST DEED

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To seek a resolution from Council authorising the signing of a revised Deed for the Wirraminna Environmental Education Trust under the Common Seal of Council.

REFERENCE TO DELIVERY PLAN ACTION

Goal 2 A Sustainable Community.

DISCUSSION

As Councillors would be aware, the Wirraminna Environmental Education Centre has provided environmental education services to schools, community groups and individuals for many years. The centre is managed by the Wirraminna Environmental Education Centre Committee under Section 355 of the Local Government Act 1993.

Councillors would also be aware that approximately two years ago, a new separately incorporated body, Petaurus Education Group, was formed to act as the financial and administrative arm of Wirraminna, effectively separating the role of the Section 355 committee as managers of the physical facilities at Wirraminna from the ongoing financial and operational aspects of a range of environmental education projects.

In order to further enhance the separation of Council from the financial operations of Wirraminna, a revised Trust Deed has been prepared to transfer the Trustee of the Wirraminna Environmental Education Trust to Petaurus Education Group Inc. The appointment of Petaurus as Trustee is consistent with Council's desire to have the Trust administered by a company incorporated under the Associations Incorporation Act 2009 without further involving the committee established under Section 355 of the Local Government Act.

In order to finalise the transfer of the Trustee, the formal Deed must be signed by the Mayor and General Manager under the Common Seal of Council.

BUDGET IMPLICATIONS

Minor legal costs associated with the drafting of the revised Deed which have been met from existing budget allocations.

CONCLUSION

The appointment of Petaurus as Trustee of the Wirraminna Environmental Education Trust is consistent with Council's desire to have the Trust administered by a company incorporated under the Associations Incorporation Act 2009 with further involving the committee established under Section 355 of the Local Government Act.

RECOMMENDATION

That the Mayor and General Manager be authorised to sign the Deed of Appointment of Trustee of the Wirraminna Environmental Education Trust under the Common Seal of Council.

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

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To advise Councillors of the number of Expressions of Interest received for the leasing of Part Lot 6, DP 1176955, Wagga Road, Holbrook which was advertised in the Border Morning Mail on Saturday 29 April 2017 and Saturday 6 May 2017 and the Holbrook Happenings May edition, and closing on Thursday 18 May 2017.

REFERENCE TO DELIVERY PLAN ACTION

Not Applicable

DISCUSSION

Recent advertising has resulted in the following Expressions of Interest being received.

TENDERER	AMOUNT excluding GST
Tanya Cheshire	\$1,527.28
Louis & Debra Sheather	\$1,090.91

It would be prudent for council to accept the Tender from Tanya Cheshire in the amount of \$1,527.28 (ex GST) per annum taking into consideration the costs to Council to undertake the maintenance and control of weeds and pests associated with this parcel of land.

The successful applicant will commence the term from 1 July 2017 for a period of twelve months terminating 30 June 2018, with an option to renew for a further twelve month term if required.

BUDGET IMPLICATION

Minor income generated from lease to cover ongoing maintenance costs

CONCLUSION

It is recommended that Council accept the Tender from Tanya Cheshire for the leasing of Part Lot 6, DP 1176955, Wagga Road, Holbrook in the amount of \$1,527.28 (ex GST)

RECOMMENDATION

That Council accept the Tender from Tanya Cheshire in the amount of \$1,527.28 (ex GST) to lease Part Lot 6, DP 1176955, Wagga Road, Holbrook for a period of twelve months commencing 1 July 2017 and terminating 30 June 2018, with an option to renew for a further twelve month term.

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6. DRAFT DISABILITY INCLUSION ACTION PLAN

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To recommend the adoption of Council's Draft Disability Inclusion Action Plan (DIAP).

REFERENCE TO DELIVERY PLAN ACTION

Strategy 5.5 To maintain our health and aged care services.

DISCUSSION

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

The Greater Hume Shire Council Draft DIAP was presented to the May 2017 Council Meeting and has been on public display with one comment being received. A copy of the submission is included as **ANNEXURE 10**.

BUDGET IMPLICATION

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

CONCLUSION

Following extensive community consultation primarily with people with disabilities and their carers, the Draft DIAP has been presented to all stakeholders and the community and is now recommended for adoption.

RECOMMENDATION

That the draft Greater Hume Shire Council Disability Inclusion Action Plan be adopted.

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ENGINEERING

1. KERB AND CHANNEL PROJECT LAND OWNER APPORTIONMENT IN HOPETOUN STREET, CULCAIRN

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To advise Council of the proposed cost and apportionment for the kerb and channel project in Hopetoun Street, Culcairn as required by Council policy.

REFERENCE TO DELIVERY PLAN ACTION

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

DISCUSSION

As required by Council policy *Administration of Contributory Footpath and Kerb and Gutter Schemes Policy*, this report provides the proposed cost apportionment for the Hopetoun Street (Culcairn) Kerb and Channel Project for the landowners.

A copy of the plan of the proposed works is attached in **ANNEXURE 12** and landowner apportionment of the scheme is **ENCLOSED SEPARATELY**.

The estimated cost of the kerb and channel component of the works in Hopetoun Street is \$51,161.

BUDGET IMPLICATION

Council has allocated \$167,290 for the completion of the project. The allocated funds consist of \$79,850 for the kerb and channel component and \$87,440 for the drainage and road shoulder component.

CONCLUSION

The completion of kerb and channel in Hopetoun Street as planned will provide improved street frontage and enhanced amenity for the property owners and the contributions as assessed as detailed in the policy.

RECOMMENDATION

That Council adopt the proposed contributory Kerb and Channel Scheme as detailed for properties in Hopetoun Street, Culcairn.

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2. CONSTRUCTION OF KERB AND CHANNEL, DRAINAGE AND ROAD SHOULDER IN HOPETOUN STREET, CULCAIRN

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To consider tenders for the construction of kerb and channel, drainage and road pavement in Hopetoun Street, Culcairn.

REFERENCE TO DELIVERY PLAN ACTION

5.2.5.1 Develop an annual capital works program.

11.3.2.1 Upgrade streetscapes in all major towns within the shire.

DISCUSSION

The area on the south side of Hopetoun Street does not meet expectations with respect to public amenity, pavement width for on-street parking or the ability to drain water during rain events.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed on Tuesday, 16 May 2017. Four tenders were received via the Tenderlink portal.

The submitted prices ranged from \$140,851.00 to \$195,344.00. All prices are exclusive of GST.

The following tenders were received:

No.	Name	Tendered amount (exc. GST)
1.	Abbott Construction	\$160,661.87 (ex GST)
2.	Hutchinson Civil	\$195,344.00 (ex GST)
3.	Longford Civil	\$140,851.00 (ex GST)
4.	Sanananda Contracting	\$179,235.40 (ex GST)

The tender submitted by Longford Civil was checked and is mathematically correct. This contractor has carried out work for Greater Hume Shire in the past and Council Officers have no reservations regarding the contractors' breadth of personnel experience, quality of workmanship or professional conduct.

However, Longford Civil have a number of current commitments with GHSC including the streetscape project in Sladen Street, Henty and the reconstruction of Hueske Road, Jindera. The Sladen Street project in particular is envisaged to occupy Longford Civil for several months. Council officers are of the opinion that awarding additional work to Longford Civil may adversely affect the progress of their current commitments.

The tender submitted by Abbott Construction was checked and is mathematically correct. In addition the tender submission displayed an intimate knowledge of civil construction techniques and requirements.

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CONSTRUCTION OF KERB AND CHANNEL, DRAINAGE AND ROAD SHOULDER IN HOPETOON STREET, CULCAIRN [CONT'D]

Mr Chris Abbott attended a post-tender interview where he confirmed that he was satisfied with the price as submitted and has the experience and equipment to complete the project to the required standard in a safe and timely manner. Furthermore Mr Abbott exhibited that he was experienced and proficient in civil engineering works similar to the project in question.

Mr Abbott submitted the names of several referees. No adverse comments were received from the referees contacted regarding the quality of workmanship or professional conduct.

A map of the scheme is included in **ANNEXURE12**.

BUDGET IMPLICATION

The tendered price of \$160,661.87 (excl. GST) is within the remaining budget of \$167,290.00. The tendered price does not include the possibility of provisional items which in any case would be reasonably expected to amount to less than 5% of the tender price.

CONCLUSION

Four tenders were received for the Hopetoun Street Kerb and Channel project. All tenders were considered.

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

RECOMMENDATION

That:

1. the tender submitted by Abbott Construction of \$160,661.87 (excl. GST) be accepted.
2. the General Manager and the Mayor be authorised to sign the Contract with Abbott Construction.

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3. BRIDGE NAMING POLICY

Report prepared by Assets Engineer – Andrew Vonarx

REASON FOR REPORT

To present a draft policy for the naming of bridges within the shire in response to a resolution from Council's ordinary meeting on 17 May 2017.

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

At the May meeting Council resolved to develop a draft policy for naming of bridges within the shire. In light of that resolution, a draft policy has been developed and is included as **ANNEXURE 13**.

The policy has been developed with the following principles:

- Bridge names should be unique to the area and not duplicated within the shire or adjoining local government areas.
- The origin of each name should be clearly stated and recorded.
- The Local Aboriginal Land Council should be consulted when choosing Aboriginal names.
- Names of living persons should not be used.
- Names which are offensive or likely to give offence, are out of place or commercial/company names should be avoided.
- Names should be reasonably easy to read, spell and pronounce.
- All naming will be subject to a report to Council
- That Council proceed with the naming of a bridge only upon request from the community (community groups or individuals).
- It is Councils intent to only name significant bridges on regional roads and significant bridges within towns. The signage must include the waterway name above the bridge name.
- Council to contact relevant historical societies, local aboriginal land council and community groups for their input as required and that the names are unique and relevant to the area.

BUDGET IMPLICATION

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

CONCLUSION

The naming of bridges within the shire may have some positive benefits for visitors and residents of the shire and to have a policy will provide guidance for continuity into the future for the naming of such structures.

RECOMMENDATION

That Council adopt the Bridge Naming Policy for naming of bridges within the shire.

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4. REPLACEMENT OF VERANDAHS IN RETAIL PRECINCT – SLADEN STREET HENTY

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To present a proposal to replace the verandas on shops in Sladen Street, Henty.

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 Council would be aware, the Sladen Street Upgrade (Henty Streetscape project) is due to commence in early July involving the replacement of footpath, kerb and channel and installation of underground drainage.

As part of the investigation into the commencement of work, Council undertook an assessment of the condition of the existing posted verandas that cover approximately 40% of the footpath area in the CBD of Henty. The assessment was limited to the verandas that were supported by posts at the kerb line as they were the verandas that are required to be propped to allow work to proceed during the construction (ie the cantilever verandas were not assessed, as they would not be impacted during construction).

Following inspection by staff, a further structural assessment was deemed appropriate due to the age and condition of some of the verandas. Council has since had consultant structural engineers (Wright – Barrett Civil and Structural Engineers) undertake an assessment and provide Council with a report on the status of the verandas in relation to their condition and ability to be propped during construction. The report has clearly indicated a number of issues relating to the structural stability of a majority of the verandas. The report has recommendations that rather than undertaking repairs to make the verandas safe, it would be more economical to demolish and have them rebuilt. A copy of the report is attached as **ANNEXURE 14**.

As the verandas are considered part of the buildings they are attached to (even though they are built over land controlled by Council (ie footpath) the cost for their repair/ replacement is the responsibility of the building owner. However, as Council is responsible for the safety of users of the footpath, Council has a duty of care to ensure that all appropriate actions are undertaken to mitigate any risk to pedestrians. In normal situations with the advice given, an order would be placed on the building owner to undertake repairs to mitigate the risk, and if not undertaken Council would use its legislative powers to have the work done and costs levied against the owner.

In this particular situation it is clear that a number of benefits could be obtained by Council, the building owners, and the public if a coordinated approach can be agreed to by all parties to rectify the issues identified.

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REPLACEMENT OF VERANDAHS IN RETAIL PRECINCT – SLADEN STREET HENTY [CONT'D]

Firstly, it is considered that if all of the veranda work required to be completed is undertaken by one builder, savings could be obtained over multiple builders undertaking individual veranda constructions.

Secondly, the use of one contractor would ensure a consistency of work in both quality and construction that will ensure the uniformity of the streetscape is maintained/improved.

Thirdly, the management of the work by Council would alleviate this burden on the landowners and can be incorporated as part of the streetscape works management that would minimise the impact on pedestrians/building tenants.

Obviously the cost to undertake this work will impact the building owners in different ways dependent on their personal circumstance. To minimise this issue it is proposed that Council fund the replacement of the verandas initially with the owners being then billed for their portion of work upon completion. It is also proposed the cost of the verandahs be subsidized by up to \$2,000 per property with funding to come from Council's Local Heritage Places Establishment Grant Program. It is to be noted that if the owners were to undertake this work themselves heritage funding on a \$ for \$ up to \$2k would be available as the Sladen Street buildings are located within a local heritage conservation zone.

It is considered appropriate that as in the case with Council's compulsory contributory schemes such as for construction of kerb and channel and footpath that the building owners have the upfront availability of Council's Hardship Policy that allows the payment of monies owed over a three year period via quarterly instalments.

It is considered that the proposed process would give the most benefit to building owners, tenants/businesses, pedestrians and Council by the coordination of work. It is also proposed that quotes be obtained from at least three local contractors in Greater Hume to support Council's Local Preference Purchasing Policy (currently in draft form).

BUDGET IMPLICATION

Whist quotes are yet to be obtained for the work, it is expected that the total cost of the veranda replacement could be in the vicinity of \$100 to \$150k. With ten properties needing work, a maximum funding of \$20,000 (\$2,000 x 10 properties) would be required to be funded from Council's Heritage Reserve (current available funds approx. \$40k). In the short term the remainder of the work will be funded from Council's unrestricted working capital until quarterly repayments are made.

CONCLUSION

From the assessment report that has been received by Council on the shop verandas, action must now be undertaken to alleviate the risk. Clearly a coordinated approach to this work will provide the best outcome for all parties involved in the long term. As Council is about to commence the streetscape upgrade a definite synergy exists in the completion of the veranda replacements/improvements along with the footpaths and kerb and channel replacement to provide an improved outcome. The opportunity also to utilise a local contractor to undertake the work but also the offer of a heritage subsidy and of a payment plan for building owners if required will provide owners with an acceptable solution.

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REPLACEMENT OF VERANDAHS IN RETAIL PRECINCT – SLADEN STREET HENTY [CONT'D]

RECOMMENDATION

That Council:

1. advise the respective building owners of the issues identified in the assessment report received by Council and the proposed veranda project.
2. coordinate a meeting of landowners of the buildings with posted verandas to discuss the works required on the verandas.
3. discuss the proposal to undertake the removal and replacement/improvement of the verandas as part of the current streetscape upgrade project.
4. obtain a minimum of three quotes from contractors within Greater Hume to undertake the veranda replacement/improvement work as one project.
5. if all landowners agree undertake the project with Council coordinating the project with all landowners being subsidized up to \$2000 per property on a \$ for \$ basis with that funding being provided from Council's Local Heritage Places Establishment Grant Program.
6. Council provide upfront funding to undertake the work from existing Council reserves with building owners being able to repay Council the cost of their proportion of the veranda work in either one lump sum payment at the completion of the work or over three years with quarterly payments equivalent to the value of the work completed.

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5. GREATER HUME SHIRE COUNCIL ROADS STRATEGY - UPDATE

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To present an update of Council's Roads Strategy for consideration.

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

Greater Hume Shire adopted its first road strategy in 2012 with a requirement that it is updated each four years. It was first updated in 2014 and this is now the third version of the strategy. This updated strategy continues to enable better management of our roads, while still applying the basic principles detailed in the original document.

The original road register in the first strategy listed the roads as whole lengths but with some roads being a combination of sealed, unsealed and green lane this was not truly representative of our road system. Subsequently all our roads have now been broken in segments for classification.

We continue to improve the data of our roads system recorded in sections up to approximately 1000 metres long within our roads register and improve the accuracy by an ongoing process of developing condition reports, traffic counts, road usage, road widths and length, expected lives, construction and reseal dates.

A table showing all road classification changes since the last document can be found in the attachments in the strategy.

Revisions

To enable the management of roads now and the applicable designs of roads into the future we allocated in the last revision of the Strategy all roads to have a Base Road Class (based on usage, traffic score and location), and Maintenance Road Class (based on the existing surface ie: sealed or unsealed), highlighting the roads that will need to be re-designed at the end of their functional lives due to inappropriate sealing or changes of use.

In this version of the strategy we have reverted to having the roads as having one class only to simplify the classification of the road and its maintenance requirements. Separate tables in the document now indicate where a road has been classed at a higher (or lower) level than what the strategy formula has determined to highlight roads that need consideration for upgrading or have been constructed to higher standard than required however now need the appropriate maintenance to maintain their integrity.

Under the Road Classes, Council has a regional network of 284km and a local sealed rural road network of 673km supported by an unsealed rural road network of 1,020km with 94km of sealed urban streets (excluding regional roads), and 16km of unsealed urban streets. Total 2,071km.

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GREATER HUME SHIRE COUNCIL ROADS STRATEGY – UPDATE [CONT'D]

A copy of the updated Road Strategy has been **ENCLOSED SEPERATELY** for Councillors' perusal.

The strategy was provided to Councillors at the Preliminary Roads Workshop held on the 1 February 2017 and was publically advertised for comment during February this year. A Final Roads workshop was then held on 8 March 2017.

Four responses were received on the strategy from the advertising, with three relating to the unsealed portion of Wymah Road and one on the status of Pioneer Drive in Jindera. All responses were in reference of when the road would be upgraded. At present 1.5km of Wymah Road is under construction and a section of Pioneer Drive is proposed for next financial year. The remainder of both roads have been identified in Council's Draft Delivery program (2017 – 2021) for upgrade works.

BUDGET IMPLICATION

As shown additional funding is required to undertake appropriate work to maintain Council's road network, including the requirement of additional funds to bring the network up to a suitable level for road users

CONCLUSION

The updated Road Strategy builds on Council's strategic development of the management of the road network as well as providing a snapshot of the current status of the network and current financial issues facing Council.

RECOMMENDATION

That Council adopt the updated 2017 – 2019 Roads Strategy.

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PART B - ITEMS FOR INFORMATION

GOVERNANCE

1. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

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

DISCUSSION

ENCLOSED SEPARATELY with the agenda is a listing of OLG Circulars 9 - 10/2017. 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 18 - 22/2017. 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 15**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

CORPORATE AND COMMUNITY SERVICES

1. CUSTOMER REQUEST MODULE – SUMMARIES OF MONTHLY REQUESTS

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

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

The statements of bank balances and investment report as at 31 May 2017 are attached at **ANNEXURE 16**.

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3. HUMAN RESOURCES REPORT FOR MAY 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.

DISCUSSION

No staff commenced or resigned/retired from Council during May 2017.

BUDGET IMPLICATION

Nil.

CONCLUSION

For Councillors' information.

ENGINEERING

1. MAY 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.

Linemarking on Olympic Highway (MR78) on heavy patches and resealing works has been completed.

Clearing table drains around culverts has commenced on Tumbarumba Road (MR284)

Roadside spraying has been carried out on Olympic Highway (MR78) and Tumbarumba Rd (MR284) with slashing to commence in June.

Regional Roads Block Grant:

General maintenance is continuing on all Regional Roads including shoulder grading on Urana Road (MR125) between Walbundrie and Rand.

Linemarking has continued on a number of Regional Roads.

Heavy patching works has commenced on Urana Rd (MR125) south of Jindera. Heavy patching will continue on Walla Walla Jindera Road (MR547) and Walbundrie Road (MR331) during June.

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REPORT OF WORKS [CONT'D]

2 km road reconstruction and widening has commenced on Walla Walla Jindera Road (MR547) as part of Council's Black Spot Program.

Local Roads

Sealed:

Road reconstruction of Wymah Road from end of seal through to Wymah Recreation Reserve as part of Roads to Recovery has commenced. Works completed so far on this project are tree removal, extensive culvert replacement and road widening.

Unsealed:

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

Barkers Rd	McGees Rd
Cannings Rd	Morgans Rd
Howlong Goombargana Rd	Orange Promise Rd
Hudsons Rd	Quartz Hill Rd
Kenya Rd	Reapers Rd
Kreutzbergers Rd	River Rd
Lemke Rd	Schneiders Rd

Urban Streets:

Drainage repairs have been completed in Adam Street, Jindera.

Pothole repairs and pruning overhanging trees in some laneways in Culcairn were carried out.

General:

Installation of bollards after the relocation of fuel tank was carried out at the Jindera Works depot.

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

Contractors have commenced the installation of new service pit at the Culcairn Works Depot.

Construction of kerb and gutter along with footpath repairs in Burrumbuttock has been undertaken as part of Council's Villages Vote.

Replacement of a number of signs on rural roads and urban streets is continuing.

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

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

**ORDINARY MEETING OF GREATER HUME SHIRE COUNCIL
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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	\$485,833.33	\$384,317.44	\$101,515.89
Urban Roads Unsealed	\$60,000.00	\$60,000.00	\$55,000.00	\$40,438.42	\$14,561.58
Rural Roads Sealed	\$600,000.00	\$600,000.00	\$550,000.00	\$733,086.50	-\$183,086.50
Rural Roads Unsealed	\$1,050,625.00	\$1,050,625.00	\$963,072.92	\$1,691,979.98	-\$728,907.06
					<i>*See Note Below</i>
Street Tree Maintenance	\$247,235.00	\$247,235.00	\$226,632.08	\$242,767.69	-\$16,135.61

Regional Roads Program	Original Budget	Amended Budget (September Budget Review)	YTD Budget	YTD Expenditure	YTD Variance
Maintenance	\$799,360.00	\$800,321.00	\$733,627.58	\$693,672.98	\$39,954.60
Traffic Facilities	\$133,933.00	\$136,000.00	\$124,666.67	\$53,359.15	\$71,307.52

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	\$102,666.67	\$132,253.81	-\$29,587.14
Parks & Gardens Maintenance	\$240,643.00	\$240,643.00	\$220,589.42	\$265,829.33	-\$45,239.91
Public Toilets Maintenance	\$171,134.00	\$171,134.00	\$156,872.83	\$127,580.28	\$29,292.55

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

NB : Sportsground Maintenance excludes annual GHSC contribution payment

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2. WATER & SEWER REPORT – MAY 2017

Capital Works Program:

- New standby pumps ordered for Holbrook SPS 2 & 3
- New motor & gearbox ordered for Culcairn STW

Operation & Maintenance:

- Meter reading completed
- Inspection & cleaning of reservoirs completed
- Carried out CCTV and onsite inspection of assets for 2017 valuations
- Water service renewal- Pioneer Drive Jindera
- Replace frost damaged meters – VWS
- Raising sewer manhole lids in Culcairn, Henty & Holbrook
- Repairs to fibreglass sewer pump station 4 – Holbrook
- Clear sewer choke – Allan St Henty
- Bearing replacement and realignment of 90 KW pump & motor – Jindera Gap WSPS

Drinking Water Monitoring Program:

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

Upcoming Month:

- Village Water Scheme, water main maintenance and new services
- Culcairn, water main maintenance
- Completion of diesel back up pump for Holbrook SPS 1.

ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF MAY 2017

The schedule of development applications processed for the month of May 2017 are attached at **ANNEXURE 17**.

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2. SENIOR WEEDS OFFICER'S REPORT – JUNE 2017

Inspections for Blackberry and African Boxthorn have continued on both private land and roadside reserves.

The spraying of vegetation along roadside has continued with MR284 and MR78 completed and the commencement of shoulder spraying on regional roads now the focus.

The drainage areas around Walla Walla and Jindera have been sprayed out prior to winter.

A large amount of Montpellier Broome seedlings around the industrial estate in Jindera have been controlled as part of a follow-up program.

Bio-Security Act 2015 Update

Weeds staff have completed the face to face training day in Wagga Wagga in readiness for the commencement of the new Bio-Security Act.

Commencement Proclamation under the Biosecurity Act 2015 No 24 Published LW 2 June 2017 (2017 No 227) the new Act will come into force on Saturday, 1 July 2017.

3. RANGER'S REPORT – MAY 2017

COMPANION ANIMALS

No. of Complaints Received 18		Including: 4 barking dogs, 14 roaming dogs, and dealing with 2 aggressive dogs.	
No. of dog attacks: 4		Location:	Holbrook: 1 lamb was attacked in its paddock. This was not reported immediately. Nuisance Dog Order issued. Holbrook: 2 lambs killed. Dog not identified. Bungowannah: 1 dog attacked a sheep on its own property and was reported by a commuter. Nuisance Dog Order issued. Jindera: 2 dogs attacked a sheep but no formal complaint was made. Nuisance Dog Orders issued.
Comments:			
		Dogs	Cats
In Council's Facility at Beginning of Month			
Captured & Returned to Owners		5	2
Captured & Impounded		12	
Released from Pound to Owners		10	
Surrendered by Owners			
Rehomed		1	
Euthanased		1	
Remaining in Council's Facility at End of Month			

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RANGER'S REPORT [CONT'D]

FERAL CATS

No. of Complaints:	3
No. Feral Cats caught:	12

LIVESTOCK

	Cattle	Sheep	Horses	Goats	Other Pigs
No. of Reports of Stock on Roads	5	1	1		
Instances - Returned to owners	5				
Impounded			1		
Vehicle accidents involving stock		1			

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

- Assisted with the movement of 400 cows through the Culcairn township.
- Dealing with sheep on residential blocks in Culcairn, Orders to remove issued.
- One kangaroo euthanased in the Culcairn area.

ABANDONED VEHICLES

Jindera Holbrook and Culcairn - 4 cars all removed by the owner.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Rubbish front yard 2 Orders issued. One Order issued overgrown vegetation.
Pollution: Noise	Jindera – Barking. Sound meter returned no recordings of barking. Jindera – Owner spoken to and addressing the issue. Burrumbuttock – Owners spoken to and were away. Will put dog in kennels next trip. Woomargama – Sound meter installed and ongoing monitoring.
Pollution: Waste	Culcairn – House bricks dumped into water way. Investigations continuing. Culcairn – Excessive cars stored on residential block. Orders issued. Jindera - Excessive cars stored on block. Orders issued.

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RANGER'S REPORT [CONT'D]

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	No.	Compliant	Works required	Order Issued	Re-Inspection Required
OSMS Compliance Inspections	3		3	2	3
Pre-Purchase Inspections	2		2	1	2
OSMS Compliance Inspections Orders	2	2			
Local Government Approval Inspections	3	2	1		1
OSMS Approvals To Operate	1				

OTHER WORKS CONDUCTED

- Companion Animal Registrations continuing to come in from correspondence sent out and follow up
- Menacing and dangerous dog compliance checks
- Microchipping dogs and cats
- Assisting the RSPCA with welfare of animals kept
- Report Illegal Dumping Online updating with data entry
- Noise monitoring
- Woodcutting permit checks
- OSMS Policy updating
- Parking complaints.

RECOMMENDATION

That Part B of the Agenda be received and noted.

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PART C – COMMITTEE AND DELEGATE REPORTS

Attached, in **ANNEXURE 18**, are notes of the following meeting:

- Minutes of the Greater Hume Shire Youth Advisory Committee held on 4 May 2017
- Minutes of the Henty Community Development Committee Meeting held on 24 April 2017
- Minutes of the Greater Hume Shire Council Risk – RWHS Committee Meeting held on 2 May 2017

DELEGATE REPORTS

Nil.

RECOMMENDATION

That Part C of the Agenda be received and noted.