



Greater
Hume
Council

To: «Name»

Ordinary Meeting of Greater Hume Council

Wednesday, 18 July 2018

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

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

Ordinary Meeting of Greater Hume Council

Wednesday, 18 July 2018

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 – 20 June 2018

6. ACTION REPORT FROM THE MINUTES

7. REPORTS FROM OFFICERS

PART A For Determination

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

PART B For Information

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

PART C For Information

8. MATTERS OF URGENCY

9. COMMITTEE OF THE WHOLE – CONFIDENTIAL CLOSED COUNCIL REPORTS

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**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT COUNCIL CHAMBERS, BALFOUR STREET, CULCAIRN
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OFFICERS' REPORTS – PART A – FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. SOUTH JINDERA LOW DENSITY RESIDENTIAL INFRASTRUCTURE CONTRIBUTIONS PLAN

Report by Habitat Planning - David Hunter

REASON FOR REPORT

The purpose of the report is to seek Council's endorsement of the draft South Jindera Low Density Residential Infrastructure Contributions Plan ("the draft Plan") for the purposes of public exhibition. A copy of the draft Plan is attached in **ANNEXURE 1**.

The draft Plan has been prepared following the previous endorsement of the South Jindera Low Density Residential Master Plan to provide a mechanism for Council to recoup costs for infrastructure which is to be delivered by Council within the precinct identified by the adopted Master Plan at Pioneer Drive and Urana Road.

Clause 28 of the *Environmental Planning and Assessment Regulation 2000* ("the EP&A Regulation") requires a draft Plan to be publicly exhibited. Following consideration of any submissions, Council may approve the Plan as exhibited, approve it with changes or abandon it. The Plan comes into effect on the day the public notice announcing its adoption is given.

REFERENCE TO DELIVERY PLAN ACTION

Outcome 3.2	Our towns and villages are revitalised
Action 3.2.1.1	Undertake community consultation and undertake data collection to inform amendments to the Greater Hume Local Environmental Plan 2012

DISCUSSION

Council will recall the adoption of the Jindera Low Density Residential Master Plan and associated Infrastructure Control Plan in late 2016. The adopted Master Plan sets out a development framework for four (4) existing lots described as Lots 4 & 6 DP240938 and Lots 30 & 31 DP1062153 which have a combined total area of 46.42 hectares on the southern fringe of Jindera. The purpose of the Master Plan was to ensure that Council achieved an integrated and cohesive development outcome across multiple land ownerships.

To assist with delivery of this residential precinct, Council proposes to fund the required infrastructure for development and recoup these costs via contributions payable at the time of development. Formerly, this process is to be achieved through imposition of specific developer charges pursuant to Section 7.11 (formerly Section 94) of the *Environmental Planning and Assessment Act 1979* (EP&A Act) and Section 64 of the *Local Government Act 1993* (LG Act). In order to be able to collect the required funds under the mechanisms, Council must prepare an Infrastructure Contributions Plan detailing the required works, estimated costs and apportionment. It must also demonstrate a nexus between the contributions being sought and the land or development receiving the charge.

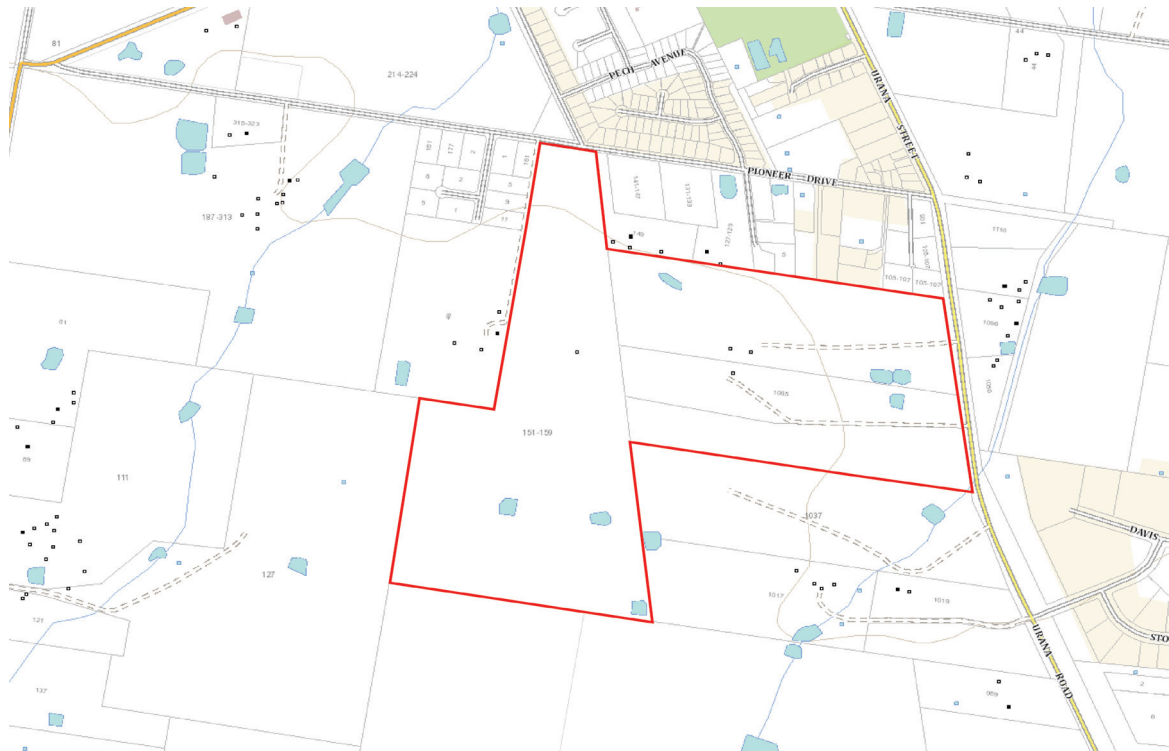
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**SOUTH JINDERA LOW DENSITY RESIDENTIAL INFRASTRUCTURE CONTRIBUTIONS
PLAN [CONT'D]**

The Infrastructure Contributions Plan for South Jindera is proposed to establish contribution rates for road and open space infrastructure and administrative costs under Section 7.11 of the *Environmental Planning and Assessment Act 1979* (EP&A Act) and contributions for water, sewer and drainage infrastructure under Section 64 of the *Local Government Act 1993* (LG Act) and subsequently Section 306(2) of the *Water Management Act 2000* (WM Act). The rates are calculated by determining the total infrastructure cost required and apportioning this appropriately to the development precinct.

The draft Plan details the total infrastructure to be delivered in the precinct, the manner in which the relevant contribution is to be collected as well as other administrative matters. The total costs and intended rates for collection are detailed further within this report.

The Development Contributions Plan is to apply to Lots 4 & 6 DP240938 and Lots 30 & 31 DP1062153 as shown by the plan below.



Operation of the Infrastructure Contributions Plan

The draft Plan will provide for an arrangement for contributions to road, open space and other administrative costs under Section 7.11 of the EP&A Act. Separate contributions for sewer, water and drainage are to be levied under Section 64 of the LG Act. While the contributions are to be collected under different statutory mechanisms, the details of these contributions are to be combined within a consolidated Plan.

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SOUTH JINDERA LOW DENSITY RESIDENTIAL INFRASTRUCTURE CONTRIBUTIONS
PLAN [CONT'D]

Council currently operates a general Section 7.12 (formerly Section 94A) Contributions Plan, which collects contributions from development. The Section 7.12 plan levies contributions at a 'flat rate' of 0.5% of the development cost of a proposal having a value of \$100,000 to \$200,000 and 1% of the development cost for a proposal having a value in excess of \$200,000. This plan works effectively across the shire and is an accepted method where there may not be a clear or defined works schedule, which is often the case for rural councils and generally contributions are made towards infrastructure broadly across the shire. The draft Plan will have the effect of excluding the subject properties from the Section 7.12 Plan and imposing the new contribution requirements for any development on those properties. This is reflective of Council funding a higher amount of infrastructure for that development precinct which would not be possible to collect via the standard Section 7.12 contributions plan.

Council also presently levy developer charges for water supply, sewerage and stormwater across the shire under Section 64 of the LG Act and Section 306(2) of the WM Act. The contributions cover water supply developer charges in Culcairn and the villages of Jindera, Burrumbuttock, Brocklesby, Gerogery and Gerogery West and sewerage developer charges in Burrumbuttock, Culcairn, Henty, Jindera, Walla Walla and Holbrook, which are served by Council, as the local water authority. The charges are therefore reflective of a broad servicing area and have been determined based on detailed analysis in the *Greater Hume Council Development Servicing Plans For Water Supply and Sewerage*. In the case of the South Jindera precinct, through the Master plan process Council have identified a need for additional sewer and drainage infrastructure which has not been anticipated by the current water and sewer development charges and which have a clear nexus to the development of that precinct. The draft Plan will therefore impose new sewer, water and drainage charges which reflect additional rates to recoup the costs for additional infrastructure works.

The payment of contributions will be made by landowners or developers at the time of development proposals being made to Council. This will comprise a calculation by Council staff when assessing an application against the particular per lot rate specified in the Infrastructure Contributions Plan. The total amount required will be imposed on a development by way of a condition on a development consent and must be paid to Council at the time specified in the condition, which is generally prior to the issue of a construction certificate.

Infrastructure Costs and Apportionment

Council staff and consultants involved in preparing the Master Plan have undertaken costings of the required infrastructure in order to establish the total infrastructure cost to be borne by Council in the establishment of the precinct. The costings have been based on the identified infrastructure works that were recommended and included in the endorsed Master Plan.

The total cost of roads infrastructure, open space and administrative costs to Council identified in the South Jindera residential area is \$1,416,878. This total reflects new intersection works at Urana Road, Pioneer Drive/Urana Road and Pioneer Drive/Jindera Street that will largely benefit the land subject to the endorsed Master Plan, but will provide some benefit and nexus to zoned but undeveloped land along Jindera Street to the north of the master planned land and land immediately adjacent to the west.

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PLAN [CONT'D]**

In order to establish an equitable distribution for the payment of contributions, Council has undertaken a yield assessment of the undeveloped zoned land which will benefit from the infrastructure being delivered. When combined with the identified lot yield of the master plan precinct, it has been determined that on a ratio of lots to be created, 56% of the lots will be within the master plan area, 14% will be from adjacent Lot 13 DP1228380 to the west and a further 30% from adjacent Lot 66 DP1195450. These two adjoining properties are considered to have a nexus to the intersection upgrade works at Urana Road/Pioneer Drive and Pioneer Drive/Jindera Street. Therefore, the rate of contribution in the draft Plan for the master plan precinct has been discounted by 44%, with that amount to be collected at the time of the adjacent developments being completed under the Section 7.12 Plan.

Council also propose to fund a total of \$250,000 of the Pioneer Drive/Urana Road roundabout from the Regional Road Block Grant. As a result, the total apportioned cost of road infrastructure item 2 in the following table has been further reduced.

It has also been determined that an additional \$947,620 will be required for sewer and drainage works in the adopted master plan precinct. These costs are wholly attributable to the development to be undertaken on the four lots which the draft Plan applies to and therefore is to be apportioned in full across the number of lots expected to be developed. These costs are to be added to the standard servicing charge which would otherwise be levied under Section 64 by Council.

Table 1 below sets out the calculated roads, open space and administrative costs, as well as the apportioned cost to be charged by the draft Plan. Table 2 sets out the proposed sewer and drainage costs.

Table 1 – Section 7.11 Works Schedule and Apportionment Breakdown

Works		Total Cost	Percentage Apportioned	Cost Apportioned
1	Intersection works to provide a new T-intersection access at Urana Road	\$279,237	100%	\$279,237
2	Intersection works to provide for a new roundabout at Pioneer Drive and Urana Road	\$243,024 ¹	56%	\$136,449
3	Intersection works to provide for a new roundabout at Pioneer Drive and Jindera Street	\$404,617	56%	\$227,177
4	Contribution towards provision of new open space	\$200,000	100%	\$200,000
5	Administration - costs incurred by Council in preparing the Master Plan and associated Plans	\$40,000	100%	\$40,000
Total Infrastructure		\$1,166,878		\$882,863

Note

1. A total of \$250,000 has been deducted from this figure to reflect the amount which is to be separately funded under the Regional Road Block Grant.

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**SOUTH JINDERA LOW DENSITY RESIDENTIAL INFRASTRUCTURE CONTRIBUTIONS
PLAN [CONT'D]**

Table 2 – Section 64 Additional Works Schedule and Apportionment Breakdown

Works		Total Cost	Percentage Apportioned	Cost Apportioned
1	Works associated with construction of trunk sewer main (proportional cost to the subject land)	\$435,120	100%	\$435,120
2	Drainage and storm water works, including two new detention and treatment reserves and new drainage works to direct flows	\$512,500	100%	\$512,500
		\$947,620		\$947,620

Determined Contribution Rates

The applicable rate is calculated and apportioned on a per lot basis. To establish the applicable per lot rate, Council have undertaken a yield assessment across the four lots which are to be contained within the draft Plan and divided the number of resulting lots by the apportioned costs reflected above.

Having regard to the infrastructure costs established, the draft Contribution Plan determines a total per lot contribution of \$5,295.08 under Section 7.11 of the EP&A Act. This contribution reflects the total roads, open space and administrative costs which are required for the development of the precinct as per Table 1 above.

Additional contributions under Section 64 of the LG Act and Section 306(2) of the WM Act are to be imposed at a rate of \$6,964.67 per lot for sewer and \$3,032.54 per lot for drainage, with the standard water charge of \$3,230 to be applied. These contributions are inclusive of the standard charges for water and sewer levied by Council with the additional sewer and drainage works charges as identified for the for the development of the precinct as per Table 2 above.

This results in a total per lot contribution rate of \$18,451.26.

BUDGET IMPLICATION

Council has incurred a cost in the preparation of the draft Contributions Plan by the consultants. These costs have been considered and endorsed previously by Council. However, the draft Contributions Plan includes administrative costs its preparation and these are to be recovered through the Plan.

CONCLUSION

The delivery of new infrastructure in South Jindera by Council will ensure the delivery of a fully integrated development precinct and encourage continued growth of the Jindera urban area in accordance with the adopted plans. The introduction of an Infrastructure Contributions Plan will provide a mechanism for Council to appropriately recoup the costs for the new infrastructure.

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SOUTH JINDERA LOW DENSITY RESIDENTIAL INFRASTRUCTURE CONTRIBUTIONS
PLAN [CONT'D]

RECOMMENDATION

That Council:

1. In accordance with cl28 of the EP&A Regulation and Schedule 1 of the Environmental Planning and Assessment Act 1979 the draft South Jindera Infrastructure Contributions Plan be placed on public exhibition for a period of 28 days.

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2. DRAFT GREATER HUME COUNCIL S7.12 FIXED DEVELOPMENT CONSENT LEVY DEVELOPMENT CONTRIBUTIONS PLAN 2018

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

The draft Greater Hume Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2018 (the Plan) has been prepared with reference to new clauses within the Environmental Planning and Assessment Act 1979 and provides for a new schedule of works. Clause 32 of the Environmental Planning and Assessment Regulation 2000 indicates that a Council may amend a contributions plan by a subsequent contributions plan and so the Plan is replacement for Greater Hume Council S94A Levy Development Contributions Plan 2017.

REFERENCE TO DELIVERY PLAN ACTION

Outcome 3.2 Our towns and villages are revitalised
Action 3.2.1.1 Undertake community consultation and undertake data collection to inform amendments to the Greater Hume Local Environmental Plan 2012

DISCUSSION

The Plan has been prepared to align with the new provision of the Environmental Planning and Assessment Act 1979 and to provide for a new schedule of works. The Plan is a replacement for the Greater Hume Council S94A Levy Development Contributions Plan 2017

The existing schedule of works is included in **ANNEXURE 2** and it is evident that some of the works listed within that schedule have been completed or underway. The new proposed schedule of works included in the Plan is also included in **ANNEXURE 2** and includes the following:

Description	Estimated Cost and Allocation under this Plan	Estimated Time Frame	Priority
Walla Walla swamp walking track	\$100,000	1 year	High
Gerogery drainage	\$350,000	1-2 years	High
Culcairn Balfour Street drainage	\$1,000,000	1-2 years	High
Jindera Hall & Multipurpose Stadium	\$2,500,000	2-3 years	Medium
Drainage and kerb, Albury Street Holbrook, south of Ten Mile Creek	\$1,000,000	2-3 years	Medium
Walking/bike tracks	\$500,000	2-3 years	Medium
Roundabout at intersection of Pioneer Drive & Jindera Street Jindera	\$177,000	3-5 years	High
Roundabout at intersection of Pioneer Drive & Urana Street Jindera	\$107,000	3-5 years	High

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DRAFT GREATER HUME COUNCIL S7.12 FIXED DEVELOPMENT CONSENT LEVY
DEVELOPMENT CONTRIBUTIONS PLAN 2018 [CONT'D]

It is a requirement of Clause 32(2) of the Environmental Planning and Assessment Regulation 2000 that Council give 14 days' notice of its intention to repeal the Greater Hume Council S94A Levy Development Contributions Plan 2017. Council also needs to advertise for a period of 28 days that the replacement Greater Hume Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2018 (the Plan) is available for public comment. Both tasks can be undertaken simultaneously within a notice published in a local newspaper and both the repeal and adoption of the plan may also occur simultaneously.

BUDGET IMPLICATIONS

There will be minimal costs to repeal the Greater Hume Council S94A Levy Development Contributions Plan 2017 and replace it with the 2018 plan.

CONCLUSION

The plan is an update that aligns with changes in legislation and provides for a schedule of works.

RECOMMENDATION

That Council resolve to:

1. in accordance with Clause 33 of the Environmental Planning and Assessment Regulation 2000 give notice of its intention to repeal the Greater Hume Council S94A Levy Development Contributions Plan 2017.
2. in accordance with Clause 28 of the Environmental Planning and Assessment Regulation 2000 and Schedule 1 of the Environmental Planning and Assessment Act 1979 place the Greater Hume Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2018 (the Plan) on public exhibition for a period of 28 days.

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3. RECLASSIFICATION OF COUNCIL OWNED LAND IN JINDERA

Report prepared by Habitat Planning - Warwick Horsfall

REASON FOR REPORT

For Council to consider reclassifying four lots in Jindera from 'community' to 'operational' under the *Local Government Act 1993* (LG Act) so as they may be sold and the proceeds reinvested in community facilities within the Jindera Recreation Reserve. The lots are no longer required for the purpose in which they were dedicated to Council as part of residential subdivisions.

REFERENCE TO DELIVERY PLAN ACTIONS

Outcome 4.1 Infrastructure and facilities meet the needs of our communities
Action 4.1.2.1 Master plan developed for sporting grounds at Culcairn, Henty, Holbrook, Jindera and Walla Walla

DISCUSSION

The four lots proposed for reclassification are:

- Lot 42 DP1132425 - Britton Court Jindera.
- Lot 61 DP1194500 - 33 Pech Avenue Jindera.
- Lot 89 DP1228879 – 9 Klein Court Jindera.
- Lot 67 DP1195450 – corner Pioneer Drive and Jindera Street Jindera.

With the exception of the Pioneer Drive lot, the lots are part of older residential subdivisions in Jindera when the requirements for public open space were generally met by a developer dedicating a lot or lots within a residential estate to Council. The Pioneer Drive lot was created for drainage purposes as part of a residential subdivision along the western side of Pioneer Drive. None of the lots have been developed for their intended purpose.

Upon review, the lots are now considered surplus to Council's needs for open space and drainage in Jindera. The three lots east of Jindera Street are poorly located for open space purposes and 'pocket parks' are no longer considered an efficient means of meeting the needs of a community for passive or active recreation. The lot on the corner of Jindera Street and Pioneer Drive was intended for drainage purposes but this function has now been reduced due to drainage works further west of the intersection.

It is intended that the proceeds from the sale of the four lots will go to further embellishment of community facilities within the nearby Jindera Recreation Reserve.

Public land is managed under the LG Act and is classified as either 'community land' or 'operational land'. Having passed into Council's hands, by default the lots are classified as 'community land'.

'Community land' must not be sold, exchanged or otherwise disposed of by Council. There are no special restrictions on Council's powers to manage, develop, dispose or change the nature and use of 'operational land'.

Clause 5.2 of the *Greater Hume Local Environmental Plan 2012* provides Council with the opportunity to classify or reclassify public land for the purposes of the LG Act. The mechanism for changing the classification of public land is a Local Environmental Plan (LEP). The process for preparing an LEP is a Planning Proposal.

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RECLASSIFICATION OF COUNCIL OWNED LAND IN JINDERA [CONT'D]

A Planning Proposal has been prepared (**ANNEXURE 3**) in accordance with the Department of Planning and Environment's (DPE) *A Guide to Preparing Planning Proposals*. Consideration has also been given to the requirements of DPE's LEP Practice note (PN 16-001) relating to the *Classification and Reclassification of Public Land Through a Local Environmental Plan*.

The Planning Proposal will be exhibited for a period of 28 days in accordance with the requirements of Schedule 1 of the *Environmental Planning and Assessment Act 1979* (EP&A) Act and the Guide. At a minimum, the consultation process is expected to include:

- Written notification to landowners adjoining the subject land;
- Consultation with relevant government departments and agencies, service providers and other key stakeholders, as determined in the Gateway Determination;
- Public notices to be provided in local media, including in a local newspaper and on Council's website;
- Static displays of the Planning Proposal and supporting material in Council's public buildings; and
- Electronic copies of all documentation being made available to the community free of charge (preferably via downloads from Council's website).

Further, as the Planning Proposal relates to the reclassification on land, the LG Act requires that a Public Hearing must be held in accordance with Clause 57 of the EP&A Act.

BUDGET IMPLICATION

Costs associated with the preparation and processing of a Planning Proposal, notification and advertising of the Planning Proposal and subsequently the sale of the land.

There will be a net positive impact on the budget through offsetting the costs of future improvements to the Jindera Recreation Reserve with the sale of the lots.

CONCLUSION

In conclusion, the reclassification and subsequent sale of the land is considered to have merit because:

- The four lots are surplus to open space and drainage needs in Jindera;
- The location of the three lots intended for open space is poor for accessibility;
- The open space needs of residents in proximity of the three lots east of Jindera Street can be met by the nearby Recreation Reserve;
- Small 'pocket parks' perform poorly in a cost/benefit analysis;
- Having regard for the 'highest and best' use of the four lots, residential is now preferred to open space or drainage;
- The function of the lot intended for drainage has been met elsewhere;
- There will be a net social benefit for the Jindera community through the embellishment of facilities within the Recreation Reserve resulting from the sale of the lots;
- It will assist Council in the management of public land; and
- It is generally consistent with the broader strategic planning framework for Jindera.

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RECLASSIFICATION OF COUNCIL OWNED LAND IN JINDERA [CONT'D]

RECOMMENDATION

1. In accordance with Section 30(1) of the *Local Government Act 1993* Council resolve to reclassify Lot 42 DP1132425, Lot 61 DP1194500, Lot 89 DP1228879 and Lot 67 DP1195450 in Jindera from 'community' to 'operational'.
2. In accordance with Section 3.34(1) of the *Environmental Planning and Assessment Act 1979* Council request a Gateway Determination from the Minister for Planning.
3. Council advise the Department of Planning and Infrastructure that it will utilise its delegations under Section 3.36 of the *Environmental Planning and Assessment Act 1979* to make or not make the plan.
4. Upon receipt of a Gateway Determination, Council place the Planning Proposal on public exhibition and hold a public hearing pursuant to any requirements of the determination and Section 3.34(2) of the *Environmental Planning and Assessment Act 1979*.
5. Should no objections be received, take the necessary steps to complete the reclassification process.

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4. POLICY DEVELOPMENT – LOCAL ORDERS POLICY FOR KEEPING OF BIRDS/ANIMALS

Report by Trainee Development Officer – Henry Standley

REASON FOR REPORT

To adopt a new Local Orders Policy for Keeping of Birds/Animals, this policy has been compiled by Greater Hume Council. The amended policy contains the regulations that residents and pet owners must follow in order to keep birds and animals in the Greater Hume Local Government area. This updated policy will apply to zones RU5 Village, R2 Low Density Residential and R5 Large Lot Residential.

Council has prepared a new Local Orders Policy in response to changes in the shire where residents are keeping different animals.

REFERENCE TO DELIVERY PLAN ACTION

Not applicable.

DISCUSSION

Since the time that the last policy was compiled the types of animals residents keep as pets and the amount of pets per household has changed. Due to these changes the policy has been amended to cater for the different animals that Council has previously encountered.

The additions to the policy include; alpacas, deer, reptiles and 'static guard dogs'. The policy also includes amendments of orders pertaining to pigs, sheep and goats, which have been changed to accommodate resident's needs.

If the draft policy is approved by Council, there is a mandatory exhibition period before the amended policy is adopted.

The policy developed includes the following characteristics:

1. Provides a clear understanding of what is required from owners of the certain animals.
2. Outlines penalties for non-compliance with the terms of orders that are issued by Council.
3. Incorporates all species of animals that are located in the shire.
4. Encourages responsible ownership of animals.

A copy of the draft Local Orders Policy for Keeping of Animals/Birds is attached as **ANNEXURE 4**.

BUDGET IMPLICATIONS

The budget implication for adopting this new policy is considered to be nil, the report is not predicted to increase work load or extra cost to Council or rate payers.

CONCLUSION

It is the writer's view that the draft Local Orders Policy for Keeping of Birds/Animals is adopted for the Greater Hume Council LGA to ensure that Council provides its residents with a current version of the regulations pertaining to the keeping of birds/animals. The new policy will be required to be notified and advertised before being adopted to allow residents to familiarise themselves with the new Policy. This is required under Clause 160 of the Local Government Act 1993 No 30.

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POLICY DEVELOPMENT – LOCAL ORDERS POLICY FOR KEEPING OF BIRDS/ANIMALS
[CONT'D]

RECOMMENDATION

That:

1. the draft Local Orders Policy for Keeping of Animals/Birds be placed on public exhibition for a period of 28 days in accordance with Clause 160 of the Local Government Act 1993 No 30.
2. the public notice must also specify a period of not less than 42 days after the date on which the draft local policy is placed on public exhibition during which submissions may be made to the Council.
3. a further report will be submitted to consider any submissions received on the draft Local Orders Policy for Keeping of Birds/Animals.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT COUNCIL CHAMBERS, BALFOUR STREET, CULCAIRN
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GOVERNANCE

1. MURRAY DARLING ASSOCIATION CONFERENCE – 29 - 31 AUGUST 2018

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider approving the attendance of two Councillors at the Murray Darling Association Conference to be held at Leeton from 29 - 31 August 2018.

REFERENCE TO DELIVERY PLAN ACTIONS

Outcome 1.1 Leadership and advocacy is demonstrated and encouraged in our communities
Action 1.1.2.4 Provide Councillors with support and training to ensure their ongoing professional development.

DISCUSSION

Correspondence has been received from the Murray Darling Association regarding the program for the 74th Annual General Meeting and National Conference of the Murray Darling Association to be held at Leeton from 29 - 31 August 2018.

The conference is held in various locations throughout the states of Queensland, NSW, Victoria and South Australia. Representatives of Greater Hume Council have regularly attended in the past.

The estimated cost of attendance at the conference (per delegate) is detailed below:

Item	Cost
Conference registration fees	\$1,398.00
Accommodation (2 nights @ \$150.00 per delegate)	\$600.00
Travel to Leeton and return (Council vehicle)	\$100.00
Meals etc. (3 days @ \$100.00)	\$600.00
Total	\$2698.00

Note: Allowances for meals is in accordance with Payment of Expenses and Provision of Facilities Policy.

BUDGET IMPLICATIONS

Council has committed approximately \$13,000 in the 2018/2019 Budget for Elected Member Conferences and Seminars. Council has previously committed to allowing all Councillors the opportunity to attend the LGNSW Conference to be held in Albury in October this year; however there is still capacity to fund two delegates to the Murray Darling Association Conference.

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MURRAY DARLING ASSOCIATION CONFERENCE – 29 - 31 AUGUST 2018 [CONT'D]

CONCLUSION

There is capacity within the 2018/2019 Estimates of Income and Expenditure to approve the attendance of two councillors at the Murray Darling Association Conference and Council has supported this event in the past.

RECOMMENDATION

That Council approve the attendance of Cr Tony Quinn and Cr Terry Weston at the 74th Annual General Meeting and National Conference of the Murray Darling Association to be held at Leeton from 29 - 31 August 2018.

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2. SERVICE NSW – EASY TO DO BUSINESS PROGRAM

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To provide background information to Council and seek support to enter into a contract with Service NSW for the Easy to do Business Program.

REFERENCE TO DEIVERY PLAN ACTIONS

Outcome 3.1	We have prosperous and diverse local businesses and a growing economy
Action 3.1.2.2	Encourage and support local businesses to enhance employment opportunities

DISCUSSION

Council received a presentation on the Easy to do Business Program from the Small Business Commissioner Robyn Hobbs, OAM and her team whilst in Sydney for the LGNSW Conference in December last year.

This free program provides a number of benefits for councils:

- Increased productivity with 'decision ready' applications and reduced transaction costs, and
- Effective tools to help boost our local economy, enabling more jobs in the region – and assisting Council to deliver in its Economic Development and Social Plan.

Initially the Easy to Business Program will concentrate on reducing red tape for start-up cafés, small bars and restaurants. Previously these businesses would have to deal with up to 13 agencies, 75 regulations, up to 30 phone numbers and complete 48 forms, taking as long as 18 months to navigate. This program has seen this reduced to one digital application and one phone number, reducing the opening time for a business to 90 days.

The initiative will provide a customer, who wishes to set up cafes, restaurants or small bars with a single point of contact with Service NSW who will help them navigate all the required approvals to operate the business; for example registering the business, obtaining an ABN and required Council approvals.

Those looking to start up a café, restaurant or small bar can benefit from Council being involved in the Easy to do Business Program by:

- Getting a unique digital profile that can help fast track the approval process across, local state and federal government
- Receiving step by step guidance through the application process
- Having the support of a dedicated Business Concierge who can answer questions, liaise with Council, and review applications to ensure they are 'decision ready'
- Knowing up front the time, fees and effort involved.

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SERVICE NSW – EASY TO DO BUSINESS PROGRAM [CONT'D]

The intention of the program is to build awareness of special advice services available, ensuring Council staff can direct enquiries to these and provide applicants with the skills to be better informed and researched prior to lodging any applications.

Over time it is expected the program will be extended into other areas of Council approvals.

A draft Memorandum of Understanding between Service NSW and Council is attached as **ANNEXURE 5**.

BUDGET IMPLICATIONS

The project will not require a specific financial allocation; however a commitment of some staff resources will be required initially to provide the NSW Small Business Commissioner with relevant Council forms.

CONCLUSION

The potential benefits of participating in the Easy to do Business Program will outweigh the staff commitment and therefore should be supported.

RECOMMENDATION

That Council:

1. delegates authority to the General Manager to enter into an agreement with Service NSW for Easy to do Business.
2. Any necessary documents be authorised for execution by the Mayor and General Manager under the Common Seal of Council.

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CORPORATE AND COMMUNITY SERVICES

1. AUDIT, RISK & IMPROVEMENT COMMITTEE

Report prepared by Independent Chair, Audit, Risk & Improvement Committee – David Maxwell

REASON FOR REPORT

To present the Audit, Risk & Improvement Committee report for the year ending 30 June 2018.

REFERENCE TO DELIVERY PLAN ACTION

Not applicable – legislative requirement

DISCUSSION

This Report is made in accordance with Clause 5 of the Committee's Charter and covers the financial year just ended.

Committee membership during the period:

Independent External Member (Chairperson)

David Maxwell

Meetings attended

4

Council Committee Members

Cr Denise Osborne

4

Cr Kim Stewart

2

Cr Tony Quinn (alternate)

1

Also attended

Mayor Heather Wilton (ex officio)

1

General Manager, Steven Pinnuck

3

Director Corporate & Community Services, David Smith

2

Acting Director Corporate & Community Services, Judy

1

Charlton

Chief Financial Officer, Dean Hart

3

Internal Audit and External Audit Representatives have also attended as required.

Committee meetings during the period

The Committee met on 12 September 2017, 28 November 2017, 6 February 2018 and 1 May 2018. The draft Annual Financial Statements were considered at the September 2017 meeting.

Reporting lines

The Committee reports to Council after each meeting in the form of minutes and provides an annual report of activities undertaken each year. At need, the Committee will also provide additional reports on matters that it specifically wishes to draw to Council's attention, but has not done so during the year under review.

Internal Audit has an independent contract status within Council and reports administratively to the General Manager and functionally to the Committee.

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AUDIT, RISK & IMPROVEMENT COMMITTEE [CONT'D]

Approach of the Committee

The Committee takes what may broadly be described as a “risk management” approach which includes:

- monitoring the risk exposure of Council
- reviewing the level of resources allocated to internal audit and the scope of its authority
- reviewing the scope of internal audit plans and the effectiveness of the function
- reviewing reports of internal audit and the extent to which Council and management react to matters raised by internal audit
- facilitating liaison between the internal and external auditor to promote compatibility, to the extent appropriate, between their audit programs
- critically analysing and following up on any internal or external audit report that raises significant issues relating to risk management, internal control, financial reporting and other accountability or governance issues raised
- identifying and referring specific projects or investigations deemed necessary through the General Manager, internal auditor and the Council as appropriate
- addressing issues brought to the attention of the Committee that are within the parameters of its terms of reference
- considering and recommending any changes to the Committee’s Charter and the Internal Audit Charter.

Internal Audit operations during the period

Internal Audit services have been provided by Crowe Horwath as external contract suppliers of internal audit services.

The Committee has considered Internal Audit Reports on the following matters:

- Follow up of previous recommendations
- Purchase & Fuel Cards
- Records Management
- Asset Management

The Committee has continued to monitor management action in relation to issues raised in previous Internal Audit reports.

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AUDIT, RISK & IMPROVEMENT COMMITTEE [CONT'D]

External Audit operations during the period

At its meeting held 12 September 2017 the Committee reviewed the draft Annual Financial Statements for the year ended 30 June 2017 and directed questions to the external auditors in attendance and to Council's Chief Financial Officer. The Committee reported to Council that it knew of no matter that would prevent Council from executing the certificates required by section 413 of the Local Government Act.

The Committee has also reviewed all correspondence from the external auditor in relation to the external audit and has not identified any specific matter to which it wishes to draw the attention of the Council. The major items of correspondence were:

- Audit Reports 2017
- Final Management letter 2017
- Client Service Report 2017
- Client Service Plan 2018

An issue was raised by a member of the public in relation to an apparent discrepancy between revenue from rates as per the 2017 Management Plan and revenue recognised in the consolidated Annual Financial Statements. Following a report by the Chief Financial Officer, the Committee investigated and confirmed that both amounts were correct, the apparent difference arising from the elimination of charges on Council owned properties in the consolidated reports.

Other Reports referred to the Committee

There were no other reports referred to the Committee for consideration.

Other Committee Operations

In accordance with clause 6.7, the Committee Charter was reviewed and amendments were recommended to Council, and these have been adopted by Council. Extended consideration was given to the Internal Audit Charter and it was determined that this would be more appropriately revised to become the specification document for the internal audit services contract.

The revised Charter makes provision for an increase in the number of external members. These appointments have yet to be made.

A review of the performance of the Committee in accordance with clause 6.6 of the Charter has been initiated and will be reported to Council in the new financial year.

Attendances on behalf of the Committee

The Chairman attended at a briefing held by the Auditor-General on 20 April 2018 for Audit, Risk & Improvement Committee Chairs on the key issues emerging from the audits of Local Government for the 2017 financial year.

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AUDIT, RISK & IMPROVEMENT COMMITTEE [CONT'D]

Local Government Amendment (Governance and Planning) Bill 2016

This Bill, now enacted (but the provisions relating to Audit, Risk & Improvement Committees have not commenced), will require changes to the existing structure and operations of this Committee. At the Auditor-General's forum it was reported that the proposed commencement date of these provisions will be following the next local government elections, and that draft Guidelines will be issued in the near future.

The General Manager will advise Council of any changes required upon the enactment of the legislation and gazettal of the regulations.

Staff

The Committee wishes to formally record its appreciation for the assistance it has received from the General Manager, Steven Pinnuck, the Director of Corporate & Community Services, David Smith and the Chief Financial Officer, Dean Hart throughout the year.

The Chairman of the Committee is willing to attend at a Council meeting to answer any questions upon request.

BUDGET IMPLICATIONS

Recurrent budget allocations are included in current and future budgets for the Provision of internal audit services.

CONCLUSION

The Audit, Risk & Improvement Committee is an active Committee of Council and this report provides information on the Committee's actions during the 2017/2018 financial year.

RECOMMENDATION

That the report be received and noted.

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2. SIGNING OF CONTRACT FOR LICENCE TO OCCUPY – UNIT 8 KALA COURT

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To seek Council approval to sign contracts for the Licence to Occupy, Unit 8 Kala Court under the Common Seal of Council.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Council has reached agreement with Mrs Inez Wheeler to occupy Unit 8, Kala Court Holbrook under Council's standard Licence to Occupy contract.

Accordingly, approval is hereby sought for the Mayor and General Manager to execute the required contracts under the Common Seal.

BUDGET IMPLICATION

Nil

CONCLUSION

Approval is sought to execute contract documentation under the Common Seal of Council.

RECOMMENDATION

That the Mayor and General Manager be authorised to sign the Licence to Occupy Agreement for Unit 8 Kala Court under the Common Seal of Council.

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ENGINEERING

1. **TENDER TL 13/2017-2018 - PROVISION MORGAN'S LOOKOUT ACCESS STAIRWAY**

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To consider tenders for the design and construction of a new access stairway to Morgan's Lookout, Walla Walla.

REFERENCE TO DELIVERY PLAN ACTION

Outcome 4.1	Infrastructure and facilities meets the needs of our communities
Action 4.1.1.2	Ensure the investment in the upgrade of infrastructure is targeted and prioritised

DISCUSSION

Currently the reserve set aside for Morgan's Lookout is leased by Council from the owner R J Paech of "Walla Park". This lease expires on 1 January 2019. Council officers have met with the landowners representative and have negotiated favourable terms for renewal of the lease.

The existing access stairs to the top of the rock feature known as Morgan's Lookout had originally been constructed to a standard that is no longer acceptable and are in a poor state of repair and present a possible hazard to members of the public wishing to access the viewing platform at the top of the rock.

Under Council's commitment to access and inclusion, the possibility of replacing the structure with a new facility that included a wheelchair compatible access was investigated.

Regrettably, wheelchair lifts, both inclined and vertical, which were suitable for external applications are prohibitively expensive. Further expense would have been involved in running a 240 volt supply to such a remote site. There would also have been an ongoing annual cost associated with maintenance of the installation and the risk of damage or miss-use. Therefore this option was not further considered.

The existing structure was assessed by a steel fabrication company and a preliminary estimate was submitted for removal of the existing stairs and the construction of a similar structure meeting current Australian Standards. This estimate amounted to \$186,898.

This project was the subject of a funding submission for the estimated amount and it was ultimately successful under the Stronger Country Communities Fund.

Tender documents were prepared for the design and construction of the replacement access stairway. The site presented a number of viable options regarding the footway approach from the car park to the stairway, nature, location and style of the new structure as well as ancillary works such as signage, seating and shade structures.

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PROVISION MORGAN'S LOOKOUT ACCESS STAIRWAY [CONT'D]

Prospective tenderers were encouraged to submit prices for a number of options for the main structure as well as for the approach path/steps and the provisional items.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed 12 June 2018. Four tenders were received via the Tenderlink portal.

Submitted prices for the main stairway portion of the works ranged from \$129,155.00 to \$197,796.00. All prices are exclusive of GST.

The following tenders were received and are listed in alphabetical order.

No.	Name	(Excl GST)
1.	Australian Ramp and Access Solutions; Option 1	\$132,205.00
	Option 2.	\$136,755.00
	Option 3.	\$135,566.00
	Option 4.	\$129,155.00
2.	Focus Engineering Option 1	\$197,796.00
	Option 2.	\$182,500.00
3.	JC Butko	\$182,758.00
4.	LDG Engineering	\$140,000.00

It should be emphasised that the above prices shown are for the main stairway component of the works only. As there are numerous options available and further pricing of the ancillary items such as approach pathways, seating and signage; the full breakdown of the submitted tender prices are **ENCLOSED SEPARATELY** for Councillors' information.

The tender submitted by Australian Ramp and Access Solutions was checked and is mathematically correct. The Option 2 submission represents the best value for money with respect to minimising the ongoing maintenance costs of gravel footpaths and in-ground steps.

Australian Ramp and Access Solutions have not previously performed work for Greater Hume Council. A number of independent referees were contacted and all reported satisfactory service.

Staff from Australian Ramp and Access Solutions attended a post-tender interview where they confirmed that they were satisfied with the price as submitted and that they have the personnel and equipment to complete the project to the required standard in a safe and timely manner. The company has the capability to complete the project work in September 2018 with qualifications.

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PROVISION MORGAN'S LOOKOUT ACCESS STAIRWAY [CONT'D]

The company was also requested by Council officers to provide a further quotation for additional signage and increased railing heights as well as the provision of a full steel deck at the top landing in order to mitigate the current situation of visitors standing on the undulation surface of the rock. This additional quotation was received for the sum of \$24,134.00 (excluding GST) which was considered to be fair and reasonable.

A table of the apportionment used to assess the four tenders is **ENCLOSED SEPARATELY** for Councillors' information.

BUDGET IMPLICATION

The tendered price of \$136,755.00 and the requested additional quotation of \$24,134.00 gives a total project cost of \$160,889.00 (excl. GST). This price is consistent with the project estimate and within the allowance of \$186,898.00. The tendered price does not include the possibility of variation items which in any case would be expected to amount to less than 10% of the tender price.

It is proposed that some of the unexpended funding is used to upgrade the carpark, footpaths and the environs.

CONCLUSION

Four tenders were received for the design and construction of Morgan's Lookout Access Stairway.

All four tenders were considered.

The tender submitted by Australian Ramp and Access Solutions has been assessed and there is no technical or practical reason to conclude that Australian Ramp and Access Solutions is not capable of completing the contract to the required standard and within the a reasonable timeframe.

RECOMMENDATION

That:

1. the tender and quotation submitted by Australian Ramp and Access Solutions of \$160,889.00 (excl. GST) be accepted.
2. additional funds are used to improve the environs of the Morgan's Lookout reserve.
3. the unsuccessful tenderers be notified.
4. the General Manager and the Mayor be authorised to sign the Contract with Australian Ramp and Access Solutions.

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2. PROVISION OF FOOTPATH, URANA ROAD, BURRUMBUTTOCK

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To inform Councillors of the landowner contributions for the construction of a new concrete footpath in Urana Road, Burrumbuttock.

REFERENCE TO DELIVERY PLAN ACTION

Outcome 4.1	Infrastructure and facilities meets the needs of our communities
Action 4.1.1.2	Ensure the investment in the upgrade of infrastructure is targeted and prioritised

DISCUSSION

The construction of a new concrete footpath in Urana Road, Burrumbuttock will provide improved accessibility for all landowners adjacent to the new path.

The project was originally proposed as a 1.5m wide path along the western side of Urana Road from the General store south to the last residential property. The project has been the subject of ongoing public consultation resulting in the expressed desire from rate payers for the project scope to be extended to also include a path on the eastern side servicing those residential properties. Regardless of the final scope of works the footpath works are subject to the Council Shared Cost Footpath Policy attracting a 50% landowner contribution towards the overall cost.

The scheme has been costed at the standard rate used for preliminary estimates for this type of project. This rate has been selected to give landowners the maximum likely value of their share of the cost in the majority of cases.

A map of the scheme and a table of the apportionment used to assess the landowner contributions are **ENCLOSED SEPARATELY** for Councillors' information.

BUDGET IMPLICATION

The cost of the scheme falls within the budget allowance of \$100,000.00 including landowner contributions. The projected price does not include the possibility of provisional items which in any case would be expected to be of a nominal amount.

CONCLUSION

The project scope has been costed and apportioned to show landowner contribution costs.

RECOMMENDATION

That:

1. Council adopt the scheme for a new concrete footpath in Urana Road, Burrumbuttock.
2. the landowners be notified of the amount of their contribution to the project.

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ITEM TO BE REFERRED TO CLOSED COUNCIL

1. WRITING OFF UNRECOVERABLE RATES AND CHARGES 2017-2018

Report prepared by Accounting Officer - Camilla Webb

REASON FOR REPORT

To advise Council of unrecoverable rates and charges written off during the 2017/2018 Financial Year.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

The General Manager has delegated authority to write off any individual rates and charges where the amount is \$1000 or less.

It is recommended that consideration of the report on the writing off of unrecoverable rates and charges be referred to Closed Council in accordance with Section 10A 2(b) of the Local Government Act, 1993 – the personal hardship of any resident or ratepayer.

BUDGET IMPLICATION

The write offs of these balances has a small negative impact on Council's budget throughout the year.

CONCLUSION

This report is provided to council is an administrative report in accordance with Clause 131 of the Local Government (General) Regulations 2005.

RECOMMENDATION

That consideration of the report on the writing off of unrecoverable rates and charges be referred to Closed Council in accordance with Section 10A 2(b) of the Local Government Act, 1993 – the personal hardship of any resident or ratepayer.

REASON

On balance the need to preserve the confidentiality of the persons subject to the writing off of rates and charges outweighs the public interest in maintaining transparency in Council decision making because the information in the report may disclose issues of personal hardship or other person information relating to individuals.

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PART B - ITEMS FOR INFORMATION

GOVERNANCE

1. **REROC BOARD MEETING HELD AT PARLIAMENT HOUSE, CANBERRA - 28 JUNE 2018**

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To report to Council on the REROC Board meeting held at Parliament House, Canberra on 28 June 2018.

REFERENCE TO DELIVERY PLAN ACTIONS

Outcome 1.1	Leadership and advocacy is demonstrated and encouraged in our communities
Action 1.1.3.1	Councillors and senior staff represent the interests of Greater Hume Council to State and Federal members and government departments

DISCUSSION

On the invitation of the Hon. Michael McCormack, Deputy Prime Minister, Minister for Infrastructure and Member for Riverina the June Board meeting of REROC was held at Parliament House, Canberra on 28 June 2018. Previously CENTROC had been extended a similar invitation and found the experience very beneficial.

The purpose of holding the Board meeting in Canberra was to provide access to a number of Australian Government Ministers. This was very successful with meetings held with the following Ministers:

- The Hon. Michael McCormack, Deputy Prime Minister and Minister for Infrastructure and Transport
- The Hon. Ken Wyatt, Minister for Aged Care and Minister for Indigenous Health
- The Hon. John McVeigh, Minister for Regional Development, Territories and Local Government
- The Hon David Littleproud, Minister for Agriculture and Water Resources.
- The Hon. Josh Frydenburg, Minister for Environment and Energy
- Senator the Hon. Bridget McKenzie, Minister for Rural Health, Minister for Sport and Minister for Regional Communications
- The Hon. Craig Laundy Minister for Small and Family Business, the Workplace and Deregulation

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REROC BOARD MEETING HELD AT PARLIAMENT HOUSE, CANBERRA - 28 JUNE 2018
[CONT'D]

Below is a paper that was made available to the Ministers' prior to the meeting. Comments in bold reflect Minister's responses on the day.

Deputy Prime Minister and Minister for Infrastructure & Transport Michael McCormack

• *Roads to Recovery funding –*

- what is the current status of the funding and its future in the medium term.
- a percentage of the fuel excise levy should be included on an on-going basis. This is local government's access to funds for fixing the first mile problems.

It is an enduring program that the Government is totally committed to.

- *Road funding –* is the Government willing to consider dedicated funding that can be used by Local Government for first and last mile solutions
- *Black spot telecommunications funding –* what are the Government's future plans for this funding. **Further funding for telecommunications Black Spots is being made available.**
- *Emergency/Disaster Relief funding –* what is the Government's perspective on the new Disaster Recovery Funding Arrangements.
- *Grant Funds General -* Can the federal government review its criteria for grant funding under programs such as Building Better Regions Fund to allow regional / remote councils to meet the costs of:
 - Payment of salaries for the applicants employees for the project
 - Project overheads such as applicant internal plant operating costs for the project
 - Where contractors are engaged, removal of the Safety Accreditation requirement, which effectively rules out local contractors from competing for the work.

Shortly the Government will release the guidelines for the Roads of Strategic Significance funding program. The fund is \$2 billion over 10 years.

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REROC BOARD MEETING HELD AT PARLIAMENT HOUSE, CANBERRA - 28 JUNE 2018
[CONT'D]

Minister Ken Wyatt Minister for Aged Care and Indigenous Health

- *Aged Care Funding* - How is the Government proposing to roll out the funding for our Region? It is a 2 stage process of bed allocation and also capital works grants. What do we try and tie up first?
- *Aged Care Funding* - Patient to staff ratio concern in our aged care homes – currently far too low. Is this being looked at?
- *Ageing in Place* – what are the Government’s plans for supporting aging in place.

Minister Wyatt displayed a very good understanding of his portfolio and demonstrated a real empathy for older Australians. He is advocating for the development of a Rural and Remote Aged Care Strategy.

Minister John McVeigh Minister for Regional Development, Territories & Local Government

- *Promoting Development in the Regions* – what is the Government planning to ensure that our regions have the population to support them. Long term population spread from out of the city basins should be facilitated to create more sustainable economic, social and environmental outcomes.
- *Skills Shortages* – what initiatives is the Government putting into place to address the shortages of experienced and skilled people in the Regions? Businesses are unable to grow if they cannot get staff.
- *Constitutional Recognition of Local Government* - where is this up to? **Is very open minded on Constitutional Recognition of Local Government but it is imperative that the timing is right.**
- *Change section 96 of the Constitution* - to allow the Federal Government to directly fund local government is this an approach that is being considered?

Advised that Round 3 of the Building Better Regions Fund would open in the coming months. Currently the guidelines are being reviewed and are likely to include a two-step application process.

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REROC BOARD MEETING HELD AT PARLIAMENT HOUSE, CANBERRA - 28 JUNE 2018
[CONT'D]

Minister David Littleproud Minister for Agriculture & Water Resources

- *Drought proofing and associated infrastructure requirements* – what does the future hold?
- *Local Water Utilities* – what is the future of reform in this sector? Local Government considers that it is very efficient in supplying water to its communities and sees no need for major changes to the current arrangements. In particular, some councils have created dedicated water utilities that are serving their communities very effectively.
- *Skill Shortages in Agriculture* – what initiatives are being proposed to address skills shortages in agriculture and agriculture support industries?

Minister Josh Frydenberg Minister for Environment & Energy

- *China Sword policy* – what is the federal government's policy on recycling as a result of this decision by China? We need strategies and support to create appropriate recycled markets/products. **Advised that Australia generates 64 million tonnes of waste, 35 million tonne is recycled; 4 million tonne is exported with 1.3 million tonne of that to China.**
- *Product Stewardship* – changes should be made to the current National Television and Computer Recycling Scheme to ensure that there is a set target for the collection of e-waste from remote, rural and regional communities. Currently the legislation requires that producers set up a collection point in these communities but it does not require that they collect any product.
- *Energy Pricing* - What is the Government doing to assist in the reduction of electricity prices for those particularly in rural and regional areas? **Since 2000; 10 coal fired power stations have closed with 90% of new generation coming from wind and solar. The Government has developed a National Energy Guarantee that includes:**
 - (1) Requiring each energy retailer to hold a certain amount of dispatchable power and**
 - (2) sell electricity that reduces emissions over time. There has been no new coal fired powered power stations built since 2007 nor gas since 2010.**
- *National fuel reserves* – does the Government have plans in relation to dealing with the possibility of shortages.

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REROC BOARD MEETING HELD AT PARLIAMENT HOUSE, CANBERRA - 28 JUNE 2018
[CONT'D]

- *Nuclear Power* - What is the Governments position on nuclear power as part of the energy solution and also high temperature incinerators as an energy solution and waste solution. It is possibly many years since high temperature incinerators have been seriously considered in this country when they seem to be effective in parts of Europe. **The Minister commented that it is unlikely that there will be nuclear power in Australia as energy generation has possibly moved past that point. Waste to energy has potential but the priorities at this time are to reuse and recycle.**

The Minister confirmed that the Clean Energy Finance Corporation (CEFC) had committed \$100 million to bioenergy initiatives which includes energy from waste.

- *Installation of EVs* - Would the Government be interested in partnering with local government to identify strategic locations for the installation of charging infrastructure for EV's? If so, a pilot project could be considered in partnership with REROC councils given our geographic location and the extensive national highway network in our region.

Senator Bridget McKenzie Minister for Rural health, Minister for Sport and Minister for Regional Communications

- *Post-Graduate Training Places* - Is the Government looking at providing funding for post-graduate registrar places in rural hospitals? This is the biggest obstacle to retaining young doctors in rural areas to complete their training. **3,000 doctors will be trained within the next 10 years.**
- *VMO Status for GPs* - Doctors will come to our communities to provide GP services but are unable to meet the State's Health District requirements to obtain Visitor Medical Officer status to service our local hospitals because of their lack of experience with emergency medicine. This is a particular issue with overseas trained doctors. Is the Government able to look at some ways of providing these doctors with the requisite skills? **The Minister is of the view that training will be structured to alleviate this issue.**
- *Mental Health* – are there any plans for more funding for mental health services in rural and remote areas.
- *Ancillary Health Services* – is the Government considering any further incentives to bulk billing by doctors in rural and remote areas.
- *Bulk Billing* – is the Government considering any further initiatives to bulk billing by doctors in rural and remote areas?

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[CONT'D]

- *Assistance in establishing Doctors and Allied Health Professionals who are interested in testing the viability of establishing in a rural area are required to enter into contracts to access facilities and pay rent.* Currently people from those communities are often subsidised for transport costs of going to neighbouring towns or cities. Are there avenues available for health professionals to trial service delivery and for the cost to be subsidised.

The Minister advised two new grant funding programs will be announced in the coming months being; \$230 million for Community Sporting Infrastructure (\$30 million quarantined for regional Australia) and \$22 million for active programs for older Australians.

Minister Craig Laundy Minister for Small & Family Business, the Workplace & Deregulation

- *China Sword Response* - Are there any initiatives to support businesses to grow and diversify in order to develop waste reuse solutions in response to China Sword?
- *Skills Shortages* – what initiatives is the Government putting into place to address the shortages of experienced and skilled people in the Regions? Businesses are unable to grow if they cannot get staff.
- *Contracts for Small Business* – increasingly government contracts are designed in such a way that small businesses are excluded from tendering because of the Government is looking to reduce the number of contracts that it has, particularly for service delivery. Can the Government look at ways that their procurement processes result in a positive outcome for small business in regional areas.

All Ministers were accompanied by Advisors who took extensive notes and have committed to responding to REROC on matters raised. Representatives of the CEFC have already been in contact with REROC's Chief Executive Officer, Julie Briggs.

BUDGET IMPLICATIONS

Travel and accommodations costs have been met from existing budgetary allocations.

CONCLUSION

Holding a REROC Board meeting at Parliament House, Canberra was an excellent initiative of the Deputy Prime Minister and proved to be of great value. It is recommended that Council continue to participate in this initiative in the future should the opportunity be made available.

RECOMMENDATION

For Councillors' information.

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2. WORKSHOP/BRIEFING SESSION SCHEDULE 2018

REASON FOR REPORT

To inform Council and the community of upcoming workshop/briefing sessions which Councillors and senior staff attend and, where appropriate, stakeholders also attend. Workshops/briefing sessions are held in the absence of the public.

DISCUSSION

The current session dates are outlined in the table below.

Workshop/Briefing Session date	Topic
31 January 2018	Preliminary Roads Workshop
14 February 2018	Refugee Resettlement Briefing
17 February 2018 (Saturday)	9am to 3pm Visioning Workshop
24 February 2018 (Saturday)	Shire/Roads Tour
28 February 2018	Rating Workshop and Preliminary Budget Workshop
7 March 2018	New Website Briefing Final Roads Workshop
28 March 2018	Water Supply Operations Workshop
4 April 2018	Final Budget Workshop
16 April	Stronger Country Communities Round 2 - shortlisting and assessing applications
2 May 2018	Contributions Plan Priority Project Review
6 June 2018	Passenger Vehicles and Utes Service Review
11 July 2018	draft Developer Contributions Plan for the South Jindera Planning area.
1 August 2018	TBD
5 September 2018	TBD
3 October 2018	TBD
7 November 2018	TBD
5 December 2018	TBD

The allocation of workshop/briefing sessions dates across the year is ensure sufficient advance notice is provided to Councillors and staff.

Residents wanting to engage Council on a particular topic are invited to attend the Public Forum sessions held at the beginning of each monthly meeting. Meeting locations and dates are available on the website or by contacting any Council office.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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3. 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

Recent circulars issued are listed below. Circulars can be downloaded at <https://www.olg.nsw.gov.au/councils/essential-information-and-publications/circulars-for-council>

18-19 Changes relating to the publication of notices Council Circular
GC-147 2018-19 Financial Assistance Grants (FAGs) – advance payment and transition to implement improvements to the existing allocation model Council Circular

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

4. 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

A listing of topics of interest from recent circulars issued during April/May is provided below. Distribution of the LGNSW newsletters has now moved to an electronic format.

- Crown Land Management Act 2016
- Regional Cultural Fund
- Community Infrastructure Grants
- Local Government Aboriginal Network Awards
- Learning to Adapt Scholarships
- Joint Organisations Legislative Update
- NAIDOC Week 2018
- Mobile Phone Base Station Deployment Industry Code
- Art of Ageing exhibition now touring NSW
- Australasian Weeds Conference
- Saving Our Species Contestable Grants

Councillors or interested community members can directly access the full weekly publications via <https://www.lgnsw.org.au/news/local-government-weekly>

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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5. 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 6**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

6. ECONOMIC DEVELOPMENT QUARTERLY REPORT

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

REASON FOR REPORT

To provide an update regarding the progress of projects undertaken during the quarter.

DISCUSSION

The report on projects being undertaken is attached at **ANNEXURE 7**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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CORPORATE AND COMMUNITY SERVICES

1. GREATER HUME CHILDREN SERVICES - REPORT FOR JUNE 2018

**Report prepared by Acting Service Manager, Greater Hume Children Services –
Deanne Burr**

REASON FOR THE REPORT

To provide an update on statistics and activities of Greater Hume Children Services.

DISCUSSION

Service statistics as at 30 June 2018

Educators	NSW 41	Victoria 16	Pending Registration 3
Educators working in the shire	7		
Families registered	541		
Shire families using care	141 (note some children from within GHSC utilise educators outside the shire)		
New families in month	20		
Children registered for care	783 (<i>Comment system clean up reducing numbers</i>)		
Average EFT	180 (average for financial year). <i>Comment unable to confirm due to system transition.</i>		

Comments:

Marketing playgroups to launch the new logo has now concluded. Follow up marketing has been completed and due to be circulated in many community newsletters around the region in the next couple of weeks. Marketing will continue with posters and postcards to be delivered to all Council offices and other venues.

Assessment and Rating by NSW Department of Education was completed on 13, 14 and 15 June. There were some items that were corrected instantly as “minor adjustments” and other more significant items that were to be addressed. New regulations that were advised in October 2017 and to be implemented in February had not been actioned which meant that some of the documents being used were not in keeping with the current requirements. These have now been corrected.

The team is implementing some suggestions from the Assessor. The draft report has not been received as it can take up to 5 weeks. Staff are to be commended for their commitment and additional work undertaken during this process in attempt to secure a positive outcome.

The new Government Child Care Subsidy system commenced on 2 July. It took some time to transition all families’ information over but no significant issues were encountered. Families had been given plenty of information and notice to ensure they had completed the requirements with Centrelink to maintain any eligible subsidies.

The week before transition, the Victorian Department informed Greater Hume Children Services that we did not require an additional approval or software to administer subsidies. This will be a considerable saving financially and with resources to remain operational in one system. We will, however, be required to complete Assessment and Rating with the Victorian Department of Education and Training in the near future.

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GREATER HUME CHILDREN SERVICES - REPORT FOR JUNE 2018 [CONT'D]

We are inducting three new educators early July ready for commencement in Wodonga, Barnawartha and Benalla.

BUDGET IMPLICATION

Nil

RECOMMENDATION

For Councillors' information.

2. CUSTOMER REQUEST MODULE – SUMMARY OF MONTHLY REQUESTS

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

3. STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 30 JUNE 2018

The statements of bank balances and investment report as at 30 June 2018 are attached at **ANNEXURE 8**.

4. HUMAN RESOURCES REPORT FOR JUNE 2018

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

The following staff commenced duties with Council during June 2018

- Michael Quinn Plant Mechanic Culcairn

The following staff ceased duties with Council during June 2018 period:

- Ronald Scouler Pavement Maintenance Leading Hand
- Paula Bosse Regional Weeds Action Plan Project Officer

A number of Managers and Supervisors will soon be commencing a twelve-month structured training program in key aspects of leading and managing staff. The training program will cover topics such as performance management, communicating effectively with staff, teamwork, employee engagement and change management.

BUDGET IMPLICATIONS

Nil

CONCLUSION

For Councillors' information.

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ENGINEERING

1. JUNE 2018 REPORT OF WORKS

Grants Program

State Roads Maintenance (RMCC):

Maintenance works and sign replacement on State Roads under the RMCC with the Roads and Maritime Services is continuing.

Railway short stacking signs have been installed along the Olympic Highway.

Guardrail at Majors Creek, Olympic Highway (MR78) has been repaired.

A road safety project has commenced over a 4km section of Olympic Highway starting at Odewahns Rd intersection and continuing towards Albury. This project includes the installation of a turn lane into Odewahns Rd and removal of trees within the clear zone.

Regional Roads Block Grant:

General maintenance including guide post replacement is continuing on all Regional Roads.

The linemarking program on regional roads is continuing.

The Blackspot Project on Culcairn Holbrook Rd (MR331) between Mitchells Rd and Morven is complete with the exception of line marking.

Road rehabilitation on Kywong Howlong Rd (MR370) has been completed. This project includes full width road rehabilitation, widening and culvert replacement for a 3.3km section from Kenya Rd towards Brocklesby.

Local Roads

Sealed:

Footpath construction on Pioneer Dr, Jindera is continuing.

Linemarking Program on local roads throughout the shire is continuing

General pavement maintenance on local roads is continuing.

Unsealed:

Maintenance grading has been carried out on the following roads during June.

Benambra Rd Gluepot Rd Groch Rd Kreutzbergers Rd Lubkes Rd Munyaplah Boundary Rd River Rd	Rockville Rd Schneiders Rd Walla West Rd Wenkes Rd Whyte Rd Yenschs Rd
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REPORT OF WORKS [CONT'D]

Urban Streets:

- Footpath maintenance has been completed in Comer St, Henty.
- Kerb and road reconstruction in Rankin St, Holbrook has been completed.
- Footpath construction has been carried out in Blair St, Culcairn and Bartsch Ave, Henty.
- Construction works commenced on a 7 Lot subdivision in Jacob Wenke Drive, Walla Walla.
- Road rehabilitation works in Bond St, Holbrook is complete this includes stabilisation, gravel overlay and seal.

General:

- Replacement of signs on rural roads and urban streets is continuing.
- Construction of (2) footbridges in Ian Geddes Bushwalk Reserve have been completed.
- Changeover from the old Holbrook Works Depot to the new location has been undertaken.
- General maintenance of public toilets and parks is continuing.

Monthly Works Maintenance Expenditure:

Local Roads Program	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Urban Local Roads Maintenance	\$500,000.00	\$500,000.00	\$454,482.15	\$45,517.85	
Rural Roads Sealed	\$709,890.00	\$709,890.00	\$697,308.79	\$12,581.21	Final review of 2017/18 expenditures currently being undertaken for Rural Roads
Rural Roads Unsealed	\$1,150,979.00	\$1,150,979.00	\$1,193,492.64	-\$42,513.64	
Street Tree Maintenance	\$252,000.00	\$252,000.00	\$233,432.93	\$18,567.07	

Regional Roads Program	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Regional Roads Maintenance	\$946,698.00	\$946,698.00	\$1,123,685.00	-\$176,987.00	Final review of 2017/18 expenditures currently being undertaken for Regional Roads – Capital & Natural Disaster which will reduce the over expenditure overall currently at 98%

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REPORT OF WORKS [CONT'D]

Sportsgrounds, Parks & Public Toilets	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Sportsground Maintenance	\$114,802.00	\$114,802.00	\$117,772.62	-\$2,970.62	
Parks & Gardens Maintenance	\$226,129.00	\$226,129.00	\$275,623.82	-\$49,494.82	Review of 2017/18 Expenditures being undertaken
Public Toilets Maintenance	\$159,308.00	\$159,308.00	\$161,335.00	-\$2,027.00	

Note: Sportsground Maintenance excludes annual GHC contribution payment.

2. WATER & SEWER REPORT – JUNE 2018

Capital Works Program:

- Holbrook sewer pump station 4 replace fibreglass chamber – Completed
- Sewer relining Holbrook – Completed
- Sewer relining Henty – Completed
- Upgrade VWS Pump Station Building - Completed

Operation & Maintenance:

- Water meter replacements – Jindera area
- Water main repair – 40 Melville St, Culcairn
- Water service repair – Anderson Rd, Burrumbuttock
- Water service repair – 107 Mitchell St, Jindera
- Water service repair – 2 Gordon St, Culcairn

Drinking Water Monitoring Program:

- 8 x Water samples for Microbial Water Analysis submitted in the month of June 2018 for Villages and Culcairn Water Supply have all complied with the Australian Drinking Water Guidelines.

Water Quality Complaints

Nil to report.

Water Supply Sourced and Used

1 July 2017 – 31 May 2018	2015/2016	2016/2017	2017/2018
Culcairn Water Supply (ML)	190.0	160.8	151.4
Village Water Supply (ML)	414.15	364.66	416.04
Totals (ML)	604.15	525.46	567.44

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF JUNE 2018

The schedule of development applications processed for the months of June 2018 is attached at **ANNEXURE 9**.

2. RANGER'S REPORT – JUNE 2018

COMPANION ANIMALS

No. of Complaints Received 21		Including: 2 barking dogs, 16 roaming dogs, dealing with 3 aggressive dogs, nuisance dogs, menacing and dangerous dog compliance checks	
No. of dog attacks: 2		Location: Mountain Creek Holbrook	One sheep killed. Investigations continuing. One dog bit two people in separate incidents. Dog was surrendered by owner and euthanased.
Comments:	One dog was dropped to the pound by a member of the public and it was injured. Dog taken to vet for treatment.		
		Dogs	Cats
In Council's Facility at Beginning of Month		1	
Captured & Returned to Owners		1	1
Captured & Impounded		11	1

Released from Pound to Owners	7	1
Surrendered by Owners	1	
Rehomed	2	
Euthanased	2	
Remaining in Council's Facility at End of Month	2	

FERAL CATS

No. of Complaints:	2
No. Feral Cats caught:	5

LIVESTOCK

	Cattle	Sheep	Horse	Rooster	Other
No. of Reports of Stock on Roads	7	3			
Instances - Returned to owners	7	3			
Impounded					
Vehicle accidents involving stock					

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RANGER'S REPORT – JUNE 2018 [CONT'D]

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

ABANDONED VEHICLES

Culcairn – removed and impounded.
4 cars currently impounded.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted.
Pollution: Noise	Holbrook – barking – warning and 14 day notice to register dogs issued. Ongoing monitoring.
Pollution: Waste	Brocklesby – household waste. Removed by Council. Walla Walla – household waste. Removed by Council. Alma Park – dead sheep on side of the road. Owner identified and removed. Warning issued. Jingellic Road - roadside rubbish.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections			
Pre-Purchase Inspections	1		1
OSMS Orders issued	1		
OSMS Orders Compliance Inspections	6	5	1
Plumbers Site Inspections			
OSMS Upgrade Applications Received	1		
OSMS Approvals To Do Works Issued	1		
OSMS Approvals To Operate Issued	1		
AWTS Service Contract Renewal Letters			
Local Government Application Approvals			
Local Government Approval Inspections			
Local Government Approval Soil Report Assessments			

OTHER WORKS CONDUCTED

- Companion Animal Registrations continuing to come in from the letters sent out and door knocking.
- Menacing and dangerous dog compliance checks.
- RID online (Report Illegal Dumping online) updating with data entry.
- OSMS Policy and file compliance updating.
- Property inspections unsightly and excessive cars.
- Holbrook and Culcairn Landfill site works and refuelling conducted.
- Landfill cameras checks.
- Holbrook depot move.
- Spectrum mapping training.

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3. SENIOR WEEDS OFFICER'S REPORT - JUNE 2018

Control work for Blackberry has been completed for the year. All roads have been sprayed with the exception of the eastern end of Carabost Road which will be first sprayed next season.

Work has now commenced on controlling Coolatai Grass across the shire's roadsides.

DrumMuster conducted in May resulted in 3,281 drums being presented for collection. This was an excellent result considering the dry season.

Inspections for Green Cestrum along the Billabong Creek from Walbundrie to Rand will be conducted over the coming months. This plant is extremely toxic to cattle and has been a cause of deaths in the past.

Alligator Weed has been found along Mountain Creek with the Woomargama Common. All infestations have been sprayed and the remains were collected, bagged and taken away and destroyed. A detector dog (Conner) has been used in the area and 3 more sites downstream were found. These have been dug out and removed. Further inspections will be scheduled in this area next year.

RECOMMENDATION

That Part B of the Agenda be received and noted.

PART C – COMMITTEE AND DELEGATE REPORTS

Attached, in **ANNEXURE 10**, are minutes of the following meetings:

- Minutes of the Culcairn Community Development Committee Meetings held on 12 June 2018
- Minutes of the Walla Walla Community Hall Committee Meeting held on 2 July 2018
- Minutes of the Greater Hume Council Risk – WHS Committee Meeting held on 14 June 2018

DELEGATE REPORTS

Nil.

RECOMMENDATION

That Part C of the Agenda be received and noted.