



Greater
Hume
Council

To: «Name»

Ordinary Meeting of Greater Hume Council

Wednesday, 16 May 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.

A citizenship ceremony for the following residents will be conducted at 4.30pm:

- **Mr Alan David Myers**
- **Ms Tamzin Vickerstaff**
- **Ms Susan Clare Harrison**

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

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

Ordinary Meeting of Greater Hume Council

Wednesday, 16 May 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 – 18 April 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

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OFFICERS' REPORTS – PART A – FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATION 10.2017.18.2 – MODIFICATION TO DEVELOPMENT APPLICATION 10.2017.18.1 PRIVATE CHAIR LIFT – LOT 711 DP1202940 – 4 RIBERY COURT JINDERA

Report by relief Development Assessment Officer – Kendall Clydsdale

REASON FOR REPORT

Council is in receipt of an application pursuant to section 4.55(2) of the *Environmental Planning & Assessment Act 1979* (EP&A Act) to modify Development Consent 10.2017.18.1 which was for the construction of a *private chair lift*.

This report is provided to Council as an objection has been received in response to the neighbour notification of the modification of development consent 10.2017.18.1.

REFERENCE TO DELIVERY PLAN

None relevant.

DISCUSSION

Application Summary

Applicant:	Mr A Van Werkhoven
Date Application Received:	1 March 2018
Owner:	Mr A Van Werkhoven
Application No:	10.2017.18.2
Title Details:	Lot 711 DP1202940
Address:	4 Ribery Court Jindera
Site Area:	8.4Ha
Zoning:	RU4 Primary Production Small Lots
Existing Use:	Residential
Pre-DA Meeting:	Nil
Proposed Development:	Modification to previously approved Private Chair Lift
Notification period start:	28 March 2018
Notification period end:	16 April 2018
Public Submissions:	One (1)
Political Donations:	None declared.

INTRODUCTION

Council is in receipt of an application pursuant to section 4.55(2) of the *Environmental Planning & Assessment Act 1979* (EP&A Act) to modify Development Consent 10.2017.18.1. Councillors will recall the consideration for this Development Application (DA) which was for the construction of a *private chair lift*, at the ordinary meeting of Council held 19 July 2017. A copy of the previous development assessment report for DA10.2017.18.1 can be found in **ANNEXURE 1** of this report.

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Proposed Modification

The application seeks to modify the previously approved private chair lift in the following manner:

- Provide two (2) additional support towers to the chair lift. The two (2) additional towers will provide for a total of eight (8) providing support to the chair lift. The towers have an approximate overall height not exceeding 8.5m.

The proposed modified site plan and elevations of the towers can be found in **ANNEXURE 1** of this report.

Site Description

The site is legally described as Lot 711 in Deposited Plan (DP) 1202940, being known as 4 Ribery Court Jindera. Existing onsite is a large dwelling-house and detached shed, with sparsely scattered native vegetation scattered upon the site. Figure 1 below details an aerial image of the subject site.

The sounding locality is generally characterised by large lot rural residential developments, many of which contain large scale dwelling-houses and outbuildings similar to that which is located upon the subject site. Figure 2 below details an aerial image of locality surrounding the subject site.



Figure 1: Aerial image of subject site with indicative location of the private chair lift approved under Development Consent 10.2017.18.1 (currently under construction).

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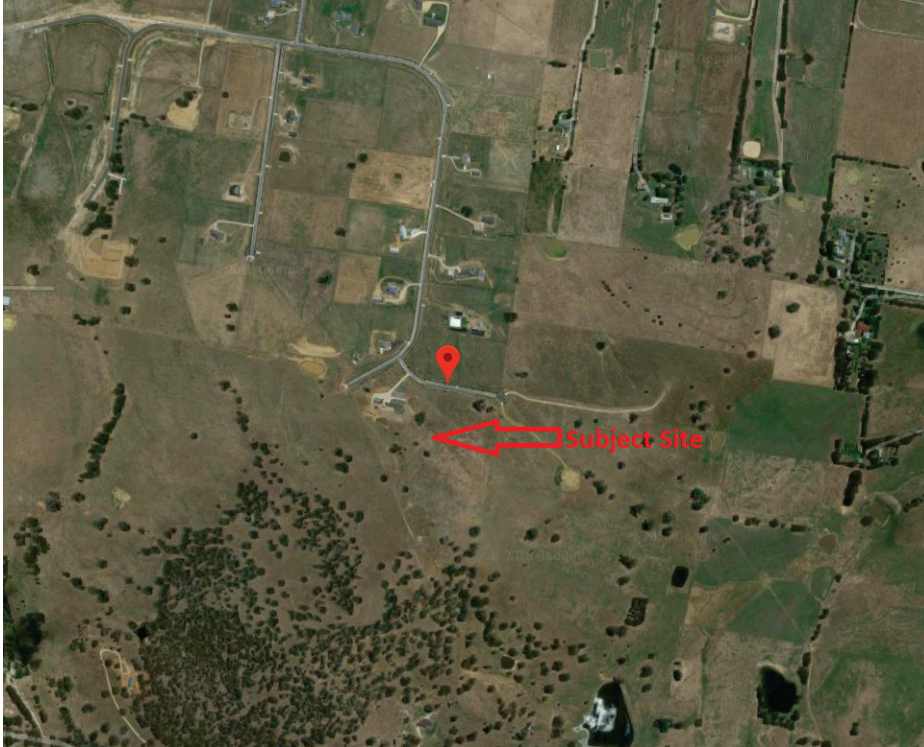


Figure 2: Surrounding locality

Application History

20 January 2017	Original development application received.
19 July 2017	Original development application determined as approved by Council.
30 August 2017	Construction Certificate issued by Council.
25 June 2017	Footings inspection for four (4) of the approved six (6) towers undertaken.
01 March 2018	Application for modification received.
28 March 2018	Notification period begins.
16 April 2018	Submission received.
16 April 2018	Notification period ends.

Pre-DA Meeting

None undertaken.

Referrals Undertaken

No referrals (internal or external) were considered to be required.

ASSESSMENT – STATUTORY REQUIREMENTS

This application has been assessed using the heads of consideration specified under section 4.15 of the *Environmental Planning and Assessment Act 1979* (and other relevant sections), Council policies, adopted Management Plans and other relevant legislation as applicable. The following matters as are of **relevance** to the proposed development subject of the application for modification.

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s.4.15(1)(a)(i) – any environmental planning instruments (EPI's)

State Environmental Planning Policy No 55 – Remediation of Land

Clause 7(1)(a) of SEPP 55 requires the Consent Authority to consider whether land is contaminated. There is no evidence or no known specific locations within the subject land that may have been utilized for activities leading to potential contamination.

Greater Hume Local Environmental Plan 2012 (GHLEP)

Clause	Description	Comment
1.2	<i>Aims of plan</i>	The particular aims of this Plan are as follows: <i>a) to encourage sustainable economic growth and development in Greater Hume,</i> <i>b) to protect and retain productive agricultural land,</i> <i>c) to protect, conserve and enhance natural assets,</i> <i>d) to protect built and cultural heritage assets,</i> <i>e) to provide opportunities for the growth of townships.</i> Overall the proposal is considered to be not in conflict with the applicable aims of the GHLEP.
2.3	<i>Zone objectives and Land Use Table</i>	The site is in the majority located within the RU4 Primary Production Small Lots zone under the GHLEP. A small portion of the site adjoining Coogera Circuit is zoned R5 Large Lot Residential. As discussed in the original development assessment report (as found in ANNEXURE 1), the private chair lift is characterised as a 'recreational facility (outdoor)' which is a permitted land use within both the RU4 and R5 Zones. In terms of the modification and the zone objectives, the original development's potential impacts and potential for land use conflict with development located in the adjacent R5 zone were detailed at length in the original development assessment report. The additional two (2) towers are not considered to give rise to any intensification of land use conflict matters than as previously considered. The development for the purposes of a private chair lift remains substantially the same as part of the modification and as such is generally consistent with the zone objectives.
6.1	<i>Earthworks</i>	Earthworks required for the additional two (2) towers are generally confined to excavation for the concrete footings. Potential impacts arising are considered to be minor.
6.2	<i>Terrestrial biodiversity</i>	As discussed in the original development assessment report (as found in ANNEXURE 1), it is considered that the proposed modification will not result in any significant impacts on biodiversity within the area. No trees are to be removed to accommodate the additional two (2) towers proposed.

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s.4.15(1)(a)(ii) – Any proposed instrument that is or has been the subject of public consultation

Nil considered applicable.

s.4.15C(1)(a)(iii) – Any development control plan

Greater Hume Development Control Plan 2013

As discussed in the original development assessment report (as found in **ANNEXURE 1**), there are no provisions within the Greater Hume Development Control Plan 2013 which specifically apply to the development and accordingly this subsequent application for modification.

s.4.15C(1)(a)(iiia) – Any planning agreement entered into

Nil applicable.

s.4.15C(1)(a)(iv) – The regulations (to the extent that they prescribe matters for the purposes of this paragraph)

The relevant matters prescribed have been considered during the assessment of this application. Prescribed conditions of consent would be included on any subsequent modified consent issued.

s.4.15(1)(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

Matter	Comments
<i>Natural Environment</i>	Impacts on the natural environment are considered to be minimal. The two (2) additional towers have a reasonably small footprint and require minor disturbance of the natural ground for their footings.
<i>Built Environment</i>	Impacts on the built environment through the addition of two (2) more towers to support the overall chair lift development are considered minimal. The increase from six (6) to eight (8) towers is seen to not create any increase to any perceived impact on the built environment within the locality.
<i>Social impacts within the locality</i>	The chair lift is for private use only and with conditions of the prior development consent restricting use to be only within daylight hours. The modification will not result in any social impacts within the locality.
<i>Economic impacts within the locality</i>	The proposed development is for private use only; as such it will not have a detrimental economic impact on the locality.
<i>Context and setting</i>	The additional two (2) towers will not create any additional impact in terms of the development and its context and setting within the locality.

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Matter	Comments
<i>Noise</i>	Acoustic considerations were addressed at length in Council's previous assessment of the proposed development. The modification simply seeks to install two (2) additional support towers for the previously approved chair lift. These support towers are required to reduce rope tension, without the additional support towers a larger motor and gearbox would be required for the development. A larger motor and gearbox would likely increase noise generated from the development which was previously assessed as being acceptable, as supported by a qualified acoustic consultant. The modification will enable the approved development to occur without any exacerbated noise impacts.
<i>Access & Parking</i>	The modification does not create any additional parking requirements for the site.
<i>Roads & Traffic</i>	The modification does not create any road network or traffic impacts.
<i>Utilities</i>	Required utilities are connected to the allotment.
<i>Heritage</i>	No heritage items are at the site for the chair lift or on the lot within which it is located.
<i>Archaeology</i>	There are no known archaeological items at the subject site. The likelihood of such items being present is low having regard for the elevation of the land.
<i>Stormwater</i>	N/A.
<i>Soils & Erosion</i>	Appropriate conditions of any subsequent modified consent issued would ensure erosion measures are implemented onsite during construction.
<i>Flora & Fauna</i>	No trees are required to be removed to erect the additional towers.
<i>Flooding</i>	N/A.
<i>Bush Fire</i>	The site is very slightly mapped by a bush fire buffer on its western boundary. It is a non-habitable structure and as previously considered in the original assessment of the development proposal, the chairlift is not considered to be any more of a fire risk than other outdoor activities undertaken within the estate.
<i>Technological Hazards</i>	N/A.
<i>Safety, Security & Crime Prevention</i>	The modification does not alter any potential impacts in relation to safety, security and crime prevention.
<i>Privacy</i>	The modification does not alter any previously assessed potential impacts in relation to privacy.
<i>Landscaping</i>	N/A.

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Matter	Comment
Overshadowing	The additional towers will cast a shadow but not across adjoining properties. Notwithstanding the shadows would be minimal and less than many trees in this part of the estate.
<i>Land Resources</i>	N/A
<i>Climate change</i>	Internationally there is a lack of knowledge on the specifics of climate change and the likely impact it will have on the subject development, and in turn; impacts the proposed development may have on climate change. In the absence of any detailed information at the present however, refusal of this application is not warranted.

s.4.15(1)(c) - The suitability of the site for the development

During the assessment of the original development application the site was found to be suitable for the proposed development. Subsequently the additional two (2) towers proposed for the development are not considered to create any additional impacts which would be detrimental to the amenity of the locality, adjoining and nearby residents. The modification will also not exacerbate any threats of natural hazards to the site/development. As such the site is considered to be suitable for the modified development.

s.4.15(1)(d) - Any submissions made in accordance with this Act or the regulations

As a result of the notification period, one (1) submission was received. Issues raised within the submission are summarised and addressed in the table below, the submission maker raised fifteen (15) specific points of concern:

Issue Raised	Comments/Response
1. Visually out of place with all other developments within the estate.	<p>It is acknowledged that the development (including the additional two (2) towers) will be visible from public land and private property within the vicinity of the subject site. The modification proposed would result in a total of eight (8) towers for the development, which is not considered to create any significant increase to visually amenity impacts potentially arising. The additional towers, combined with those existing, the chairs and cables are not seen to create such a visual impact within the locality as to warrant refusal of the additional two (2) towers, they will be the same in size and scale as the six (6) previously approved.</p> <p>The locality is one which is characterised by low density residential developments comprising of large residences, sheds, roads and other ancillary structures. The development is not being introduced into a natural rural landscape and from the perspective of visual amenity of the locality, the additional towers are not considered to be unreasonable.</p>

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Issue Raised	Comments/Response
2. Not an outdoor recreation facility but a means to travel to one.	<p>The proposed modification is for the erection of an additional two (2) towers only. The private chair lift use has been previously approved by Council and has taken into consideration the use of the development. Existing conditions of Development Consent 10.2017.18.1 impose the following:</p> <p><i>'The chairlift shall be for private use only and not for any commercial purpose or groups of people unrelated to the applicant or resident on the site.'</i></p> <p><i>'The chairlift is not to be used in conjunction with any other non-residential activity on the lot.'</i></p> <p>Should these conditions not be complied with, Council has regulatory enforcement options available under the EP&A Act.</p>
3. Height of towers not in accordance with estate covenants.	Council is not responsible for the imposition or enforcement of covenants, unless they are related to Council business (e.g. infrastructure).
4. Are new materials being used as per estate covenant?	Please see comments above relating to covenants.
5. No details of reflectivity of materials being used.	<p>An existing condition of Development Consent 10.2017.18.1 imposes the following:</p> <p><i>'The towers and ancillary structures shall be painted in dull earthy tones that are consistent with the landscape backdrop of the site.'</i></p>
6. No details on motor shed or top station raising concerns of unsightliness and noise.	Visual amenity, unsightliness and noise/acoustic concerns have been considered at length in the assessment of the original development and throughout this report.
7. Continuous sound from development.	Acoustic concerns have been previously addressed in this report and at length during the previous assessment of the original DA. The additional two (2) towers will not result in an increase to noise generated by the development.
8. Acoustic assessment.	<p>Please see comments above relating to noise/acoustic concerns.</p> <p>An acoustic assessment has been previously considered by Council for this development. Existing conditions of Development Consent 10.2017.18.1 impose the following in relation to potential acoustic impacts from the development:</p> <p><i>'Following commencement of the chairlifts operation, the applicant shall provide an acoustical assessment prepared by a suitably qualified person if requested by Council.'</i> <i>'The applicant shall undertake any noise mitigation measures to the chairlift requested by Council.'</i></p>

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Issue Raised	Comments/Response
9. Lighting of structures.	An existing condition of Development Consent 10.2017.18.1 imposes the following: <i>'No lights shall be installed or operated on any component of the chairlift structure.'</i>
10. Prospect of extensive earthworks.	There are no significant earthworks proposed as part of this modification other than footings associated with the towers proposed. Please also refer to previous comments in clause 6.2 of the GHLEP assessment table previous in this report.
11. Cost of development and intended use logic. Policing and enforcing private use.	This matter has been previously considered in the original development assessment report (as found in ANNEXURE 1). The application for modification is for the erection of two (2) additional towers only which does not alter the use of the development. The cost of the development has no bearing on its use. The applicant has stated the proposal is for private use purposes.
12. Horses, cattle and native vegetation will be 'spooked' by the chairlift operating.	This concern was addressed in the assessment of DA10.2017.18.1, as previously discussed there is no evidence to support this claim. It is noted that the chairlift will only be infrequently operated. As also discussed above in point 7 of this table the additional two (2) towers will not result in an increase to noise generated by the development.
13. Traffic generation.	Previously discussed in this report and in assessment of the original DA. The application for modification is for the erection of two (2) additional towers only which will not result in traffic generation for the development.
14. Chairlift not anticipated by residents in the estate	This matter was addressed in the original development assessment report (as found in ANNEXURE 1). The application for modification is for the erection of two (2) additional towers only.
15. Chair lift comparable to those in alpine areas and should not be within an area where people live.	The development is a land use which is permissible within the zone and which has been previous approved by Council. The application for modification is for the erection of two (2) additional towers only.

s.4.15(1)(e) - The public interest

The application is not considered to be prejudicial to the public interest.

s.4.55 Modification of consents—generally

The applicant seeks to modify development consent 10.2017.18.1 in accordance with section 4.55(2) of the EP& Act. Sections 4.55(2) & 4.55(3) are discussed and addressed below with comments were appropriate:

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Other modifications

A consent authority may, on application being made by the applicant or any other person entitled to act on a consent granted by the consent authority and subject to and in accordance with the regulations, modify the consent if:

- (a) *it is satisfied that the development to which the consent as modified relates is substantially the same development as the development for which consent was originally granted and before that consent as originally granted was modified (if at all), and*

Comment: The provision of two (2) additional support towers does not impact on the characterisation of the development. The proposal remains substantially the same development as previously approved i.e. private chair lift.

- (b) *it has consulted with the relevant Minister, public authority or approval body (within the meaning of Division 4.8) in respect of a condition imposed as a requirement of a concurrence to the consent or in accordance with the general terms of an approval proposed to be granted by the approval body and that Minister, authority or body has not, within 21 days after being consulted, objected to the modification of that consent, and*

Comment: Not applicable to this development.

- (c) *it has notified the application in accordance with:*
(i) *the regulations, if the regulations so require, or*
(ii) *a development control plan, if the consent authority is a council that has made a development control plan that requires the notification or advertising of applications for modification of a development consent, and*

Comment: The proposed modification was notified to landowners in accordance with Council's notification policy. As a result, one (1) submission was received. This is addressed under the heading 's.4.15(1)(d) - any submissions made in accordance with this Act or the regulations' previously in this report.

- (d) *it has considered any submissions made concerning the proposed modification within the period prescribed by the regulations or provided by the development control plan, as the case may be.*

Comment: The proposed modification was notified to landowners in accordance with Council's notification policy. As a result, one (1) submission was received. This is addressed under the heading 's.4.15(1)(d) - any submissions made in accordance with this Act or the regulations' previously in this report.

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- (3) *In determining an application for modification of a consent under this section, the consent authority must take into consideration such of the matters referred to in section 4.15(1) as are of relevance to the development the subject of the application. The consent authority must also take into consideration the reasons given by the consent authority for the grant of the consent that is sought to be modified*

Comment: Matters referred to which are of relevance to the development as per section 4.15(1) are addressed within this report.

s.7.12 Contributions

No contributions apply to the proposal under Council's Fixed Levy Developer Contributions Plan.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

1. Approve the application, with or without conditions;
2. Defer the application for further information or redesign; or
3. Refuse the application.

The proposed modification is for the installation of an additional two (2) towers associated with the previously approved private chair lift upon the subject site, the development will be substantially the same as previously approved. The proposal is generally consistent with relevant environmental planning instruments with the additional towers are not considered to create any significant impacts on the natural or built environment or on adjoining land. The towers will accommodate the previously approved development without the need to 'upgrade' the motor and gearbox for the development which will in turn prevent any potential increase of noise generated by the development.

One (1) submission was received as a result of the notification period with the 'points of concern' considered and addressed within this report. The majority of the points raised related the use of the private chair lift which has already received development consent. The modification proposed is for the installation of an additional two (2) towers only with no proposed changes to the use of the development. Overall it has been considered that the proposed modification is not unreasonable on balance and that modified development consent should be issued subject to the conditions detailed below.

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RECOMMENDATION

That the modification to Development Application 10.2017.18.1 be approved subject to conditions of development consent as outlined below:

GENERAL

APPROVED PLANS

- 1 Development shall be generally in accordance with the approved plans and accompanying information (including the Statement of Environmental Effects), except where modified by the following conditions.
- 2 This approval shall expire if the development hereby permitted is not commenced within five (5) years of the date of consent.

PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

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

- 3 **Approval required prior to the issue of construction certificate**
The following documentation is to be submitted to Council or the Accredited Certifier, prior to the granting of the construction certificate:
 - a. Full design plans that have been endorsed by a suitable qualified structural engineer.

PRIOR TO THE COMMENCEMENT OF ANY WORKS

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

- 4 **Construction Certificate Required**
Prior to the commencement of any works, a construction certificate is required to be issued by a Certifying Authority.

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

- 5 **Appointment of a Principal Certifying Authority**
Prior to the commencement of any works, the person having benefit of a development consent, or complying development certificate must:
 - a. appoint a Principal Certifying Authority; and
 - b. notify Council of the appointment.

- 6 **Notify Council of Intention to Commence Works**
The applicant must notify Council, in writing of the intention to commence works at least two (2) days prior to the commencement of any works on site.

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DEVELOPMENT APPLICATION 10.2017.18.2 – MODIFICATION TO DEVELOPMENT APPLICATION 10.2017.18.1 PRIVATE CHAIR LIFT – LOT 711 DP1202940 – 4 RIBERY COURT JINDERA [CONT'D]

PRIOR TO OCCUPATION OF THE DEVELOPMENT

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

7 Interim / Final Occupation Certificate Required

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

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

GENERAL CONDITIONS – DEVELOPMENT PLANNING

- 8 The chairlift structure and operation shall comply will all relevant industry standards.
- 9 Following construction of the chairlift but prior to commencement of its use, the applicant shall provide to Council an engineer's certificate certifying that the structure and equipment are satisfactory for their intended use.
- 10 The chairlift shall be for private use only and not for any commercial purpose or groups of people unrelated to the applicant or resident on the site.
- 11 A maximum of four chairs shall be used on the chairlift.
- 12 The chairlift is not to be used in conjunction with any other non-residential activity on the lot.
- 13 The approved use must not cause unreasonable amenity impacts to persons beyond the boundaries of the lot.
- 14 The towers and ancillary structures shall be painted in dull earthy tones that are consistent with the landscape backdrop of the site.
- 15 All earthworks associated with the installation of the chairlift shall be undertaken with appropriate erosion and sediment control devices in place.
- 16 All disturbed surfaces on the land resulting from the development must be appropriately revegetated and stabilised to the satisfaction of Council.
- 17 Access structures on towers (ladders etc) shall be designed and secured to prevent unauthorised use.
- 18 Following commencement of the chairlifts operation, the applicant shall provide an acoustical assessment prepared by a suitably qualified person if requested by Council.

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- 19 The applicant shall undertake any noise mitigation measures to the chairlift requested by Council.
- 20 No lights shall be installed or operated on any component of the chairlift structure.
- 21 The chairlift shall operate in daylight hours only.
- 22 During construction measures must be taken to minimise and control the emission of noise and dust which may impact upon neighbouring properties.
- 23 The chairlift shall not operate when a total fire ban has been declared for the area.
- 24 Prior to the commencement of the use authorised by this consent, an Operational and Management Manual to the satisfaction of Council must be prepared and submitted to Council for approval. When approved the Operational and Management Manual will be endorsed and form part of this consent. The Operational and Management Manual must include (but not be limited to) the following:
 - a. The contact details of the nominated person(s) responsible for the day-to-day management and control of the chairlift;
 - b. Details of hours of operation, as specified by this consent;
 - c. Documented emergency procedures in the event of any systems failure, as well as measures for safe passenger evacuation should it be required; and
 - d. Frequency and method of inspection of equipment, including erosion management inspection.
- 25 At all times, the chairlift must be operated and managed to the satisfaction of Council in accordance with the endorsed Operational and Management Manual.
- 26 If the chairlift becomes derelict through lack of use or maintenance it shall be dismantled and removed by the applicant at the request of Council.

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Reason for conditions

The above conditions have been imposed:

- (i) to ensure compliance with the terms of the environmental planning instruments;
- (ii) having regard for the requirements of any agency consulted as integrated development;
- (iii) having regard to Council's duties of consideration under Section 79C of the Environmental Planning and Assessment Act 1979, as well as Section 80A which authorises the imposing of the consent conditions; and
- (iv) having regard to the circumstances of the case and the public interest.

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2. DEVELOPMENT APPLICATION 10.2018.36.1 – 2 LOT SUBDIVISION - LOT 6 DP1130778 HUESKE ROAD JINDERA

Report prepared by Director Environment and Planning - Colin Kane

REASON FOR REPORT

Council is in receipt of a development application for a two lot subdivision of lot 6 DP1130778 Hueske Road Jindera (the subject land"). The applicant is Habitat Planning and landowner J H Van Dorssen and M E Van Dorssen.

This report represents an assessment of the application under the requirements of Division 4 of the *Environmental Planning and Assessment Act 1979* (EP&A Act) and is being reported to Council because the proposal will not comply with a development standard relating to minimum lot size and the applicant is seeking to utilise Clause 4.6 of the Greater Hume Local Environment Plan 2012 (GHLEP 2012).

REFERENCE TO DELIVERY PLAN

None relevant.

DISCUSSION

The lot to be subdivided is described as Lot 6 DP1130778 Hueske Road Jindera. The allotment is 23 hectares in area and is rectangular in shape. The majority of the property is primarily cleared of vegetation, with the exception of a large cluster of trees located in the central section of the site which becomes sparse as they extend toward the south. A number of dams are also contained throughout the property,

The subdivision will result in lot 1 which will be 7.2 hectares and accessed via a 6 metre wide battle axe handle along a 140 metre boundary with lot 2 being 15.87 hectares. The two lots will share a vehicle crossing in Hueske Road to minimise access points to this busy road. Reticulated potable water and cabled electricity and telecommunications are available to the lots from Hueske Road.

The applicant has indicated that a further subdivision of proposed Lot 2 will be undertaken that will presumably utilise an application under Clause 4.6 of the GHLEP 2012 to vary the minimum lot size to produce a second lot beneath 8 hectares which is the minimum lot size in the GHLEP 2012.

ASSESSMENT

A development application (refer **ANNEXURE 2**) is required to be assessed by Council against the following 'matters for consideration' listed in Section 4.15 of the EP&A Act.

The provisions of any current or draft environmental planning instrument, development control plan, or matters prescribed by the regulations:

State Environmental Planning Policies

State Environmental Planning Policy 55 - Remediation of Land (SEPP55) requires Council to consider the potential for any land proposed for development to be contaminated. The site is vacant former agricultural land and there is nothing to suggest that it has been used for activities that may lead to site-specific contamination.

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HUESKE ROAD JINDERA [CONT'D]

State Environmental Planning Policy 44 – Koala Habitat Protection (SEPP 44) is applicable for the subject land which is located in the former Hume Shire Council area. A development assessment report which has been submitted with the development application contains an assessment against SEPP 44. The assessment aligns with the requirements of the SEPP and is supported by the author.

State Environmental Planning Policy Rural Lands (2008) must be considered in relation to this development application as the subject land is zoned rural and it will be possible for a dwelling to be erected on the proposed lots. Following is an assessment against the requirements of Clause 10(3):

- (a) the existing uses and approved uses of land in the vicinity of the development: *The land in the vicinity of the subject land is used for small scale agriculture with associated dwellings. The proposal is compatible with this use.*
- (b) whether or not the development is likely to have a significant impact on land uses that, in the opinion of the consent authority, are likely to be preferred and the predominant land uses in the vicinity of the development: *The proposal will not affect adjacent land uses which are the same as the proposal.*
- (c) whether or not the development is likely to be incompatible with a use referred to in paragraph (a) or (b), *The proposal will be compatible with adjacent land uses.*
- (d) if the land is not situated within a rural residential zone, whether or not the development is likely to be incompatible with a use on land within an adjoining rural residential zone: *N/A*
- (e) any measures proposed by the applicant to avoid or minimise any incompatibility referred to in paragraph (c) or (d). *None required.*

The Greater Hume Local Environmental Plan 2012 (“the GHLEP2012”) is the principal environmental planning instrument applicable to the property. The subject land is zoned RU4 Primary Production Small lots and the objectives of this zone are provided below:

Objectives of zone

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

The proposal does not derogate from the objectives of the zone.

Clause 2.6 of the GHLEP 2012 is applicable and stipulates that development consent is required for this subdivision and that development consent for subdivision cannot be given in a situation which would result in a dwelling and a secondary dwelling being located on allotments beneath the minimum lot size. The applicant has applied for development consent and no dwellings are located upon the subject land so the proposal does not derogate from the provisions of this clause.

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HUESKE ROAD JINDERA [CONT'D]

Clause 4.1 of the GHLEP 2012 stipulates that if development consent is required for subdivision of a lot (such as the subject land) that is shown on the lot size map, then the size of any lot resulting from that subdivision is not to be less than the minimum size shown on the Lot Size Map.

The objective of Clause 4.1 is “*to ensure land use and development is undertaken on appropriately sized parcels of land consistent with the objectives of the relevant zone*”. The applicant contends that Clause 4.6 of the GHLEP allows for consideration of lots less than the minimum lots size which is discussed later. However, at 7.2 hectares in size the smaller lot in the proposal remains capable of being used for agricultural purposes just like any other rural living lots in the vicinity of the northern side of Hueske Road.

The objectives of Clause 4.6 of the GHLEP 2012 are to:

- a) *to provide an appropriate degree of flexibility in applying certain development standards to particular development,*
- (b) *to achieve better outcomes for and from development by allowing flexibility in particular circumstances.*

The applicant suggests that these objectives are met as the proposed subdivision:

- is seeking flexibility on the basis that the land is less than one hectare short of qualifying for a three lot subdivision (this two lot subdivision being the first step in achieving this ultimate result); and
- It won't result in a lot density out of character with the surrounding area.

It is in sub clause 3 of this clause that contains stipulations that Council must consider in deciding to approve the requested variation and sub clause 3 states:

- (3) *Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:*
 - (a) *that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and*
 - (b) *that there are sufficient environmental planning grounds to justify contravening the development standard.*

In response to sub clause 3 the applicant indicates that the requirements are met because:

- This report represents the ‘written request’;
- The MLS is unreasonable in this circumstance as the minor variation will not result in development that is clearly different to that in the area;
- The ‘circumstances of the case’ include Council resolution to support three lots (of which these two lots are the first step);and
- A variance will not result in any additional environmental impacts.

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HUESKE ROAD JINDERA [CONT'D]

As this application is a subdivision subclause 6 relates and it indicates the following:

- (6) *Development consent must not be granted under this clause for a subdivision of land in Zone RU1 Primary Production, Zone RU2 Rural Landscape, Zone RU3 Forestry, Zone RU4 Primary Production Small Lots, Zone RU6 Transition, Zone R5 Large Lot Residential, Zone E2 Environmental Conservation, Zone E3 Environmental Management or Zone E4 Environmental Living if:*
- (a) *the subdivision will result in 2 or more lots of less than the minimum area specified for such lots by a development standard, or*
 - (b) *the subdivision will result in at least one lot that is less than 90% of the minimum area specified for such a lot by a development standard.*

The proposed subdivision satisfies sub clause 6 because:

- Only one lot is less than the minimum lot size; and
- At 7.2 hectares the area of the smaller lot is not less than 90 percent of the MLS of 8 hectares.

In deciding to approve a variation under Clause 4.6 the consent authority must consider sub clause 4 which indicates

- (4) *Development consent must not be granted for development that contravenes a development standard unless:*
- (a) *the consent authority is satisfied that:*
 - (i) *the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and*
 - (ii) *the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and*
 - (b) *the concurrence of the Secretary has been obtained.*

On consideration of sub clause 4 the applicant's written request adequately addresses matters in sub clause 3 and it is considered that the proposal does not derogate from the objective of Clause 4.1 and the RU4 zone objective. The requirement to grant concurrence of the Secretary in this instance has been delegated to Council (PS 18-003) and the matters to be considered by Council in assuming this delegation is provided in Clause 5 which is provided below:

- 5) *In deciding whether to grant concurrence, the Secretary must consider:*
- (a) *whether contravention of the development standard raises any matter of significance for State or regional environmental planning, and*
 - (b) *the public benefit of maintaining the development standard, and*
 - (c) *any other matters required to be taken into consideration by the Secretary before granting concurrence.*

This first stage of the applicant's proposal to subdivide the subject land in itself will not raise any matter of significance for state or regional environmental planning. The second stage (if it eventuates) and the collective proposal ultimately will circumvent the requirements of clause 4.6(6) of the GHLEP 2012 which could be a matter of concern to the Secretary on a precedence basis.

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HUESKE ROAD JINDERA [CONT'D]

Terrestrial Biodiversity Clause 6.2 of the GHLEP 2012 applies to this application. Sub clause 3 of the GHLEP 2012 requires Council to consider environmental impacts that may arise as a result of undertaking the development. Sub clause 4 requires Council to consider what can be done to mitigate any environmental impacts that could arise.

There are many mature trees located on the property however there is not an understorey of native plants as the property has been grazed. The proposed subdivision will not result in works that will result in any tree removal and therefore no impact on biodiversity.

Clause 6.1 A of the GHLEP 2012 deals with flood planning and specifies requirements for land that is beneath the flood planning level. Part of the subject land is beneath the flood planning level however there will be areas on each of the allotments where a dwelling could be erected on land that is above the flood planning level.

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.*

As a condition of consent the applicant will need to supply proof that adequate services are provided.

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
<p>Staging</p> <p>1. Where staging of a subdivision is proposed, a staging plan must be submitted with the development application.</p> <p>2. Staging of subdivision should have regard to the existing and proposed provision of services and avoid staging development which would have negative impacts upon infrastructure provision and/or design.</p>	<p>No staging to occur.</p>

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HUESKE ROAD JINDERA [CONT'D]

Development Standard	Comment
<p>Movement network</p> <p>1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. All development for subdivision must comply with the Council's standards for road design.</p> <p>3. For lots fronting a main road, access shall be from a secondary road where the opportunity exists.</p> <p>4. All lots are to be provided with access to a public road. Easements for access will only be considered in extraordinary circumstances.</p> <p>5. Any upgrade or construction of a public road to provide access to a lot shall be at the applicant's expense.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p> <p>No roads will be created as part of this subdivision.</p> <p>N/A.</p> <p>Direct access to a public road will be provided to each allotment.</p> <p>N/A.</p>
<p>Lot design</p> <p>1. <i>Compliance with the Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. Multi-lot subdivisions should provide for a range of lot sizes.</p> <p>3. Lots are to be provided with legal and practical public road access.</p> <p>4. Lots are to be designed to accommodate the type of development envisaged. Irregular shaped lots or lots too small will be regarded by Council as incompatible with objectives for this standard.</p> <p>5. For battle-axe allotments a minimum width of the access handle is to be 4.5m.</p> <p>6. Lots are to be able to contain a rectangular building envelope measuring 10 metres by 15 metres, suitable for the erection of a dwelling.</p> <p>7. Lots are to be designed to maximise solar access.</p>	<p>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.</p> <p>Lots are adequate.</p> <p>A battle axe handle is provided to Lot 1 that is 6 metres wide.</p> <p>N/A</p> <p>These lots will afford excellent solar access.</p>
<p>Infrastructure & services</p> <p>1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p>

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HUESKE ROAD JINDERA [CONT'D]

Development Standard	Comment
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</i> (2006).	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</i> (2005).	The subject land is affected by flooding however each of the allotments will have a portion where a dwelling could be erected outside of the area 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</i> (1998).	There is no evidence to suggest the lot is potentially contaminated and hence further investigation in this regard is not necessary.
Site management	
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. Compliance with <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga & Hume Councils</i> .	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.

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HUESKE ROAD JINDERA [CONT'D]

- **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	Acceptable	Comment
Context & setting	✓	The adjacent land is zoned RU4 or R5 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	✓	The applicant will need to demonstrate that adequate arrangements can be made to access utilities.
Heritage	✓	The lot is not a heritage place nor contains any heritage items.
Archaeology	✓	There are no known archaeological items on the lot. As disturbance of the site has already been incurred through agricultural activity this issue is not a concern for the subdivision.
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 except and hence the subdivision will have little impact on flora and fauna.
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	✓	
Landscaping	N/A	-
Overshadowing	N/A	-
Land resources	N/A	-

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HUESKE ROAD JINDERA [CONT'D]

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

The site is suitable for the subdivision, one of the lots is compliant with the minimum lot size of 8ha and the other is not. Both allotments would not derogate from the objective of the RU4 zoning and can easily accommodate new dwellings and associated infrastructure.

- **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 lots size for the RU4 zoning this subdivision undertaken in accordance with the applicable requirement of the Greater Hume Local Environment Plan 2012 is not against the public interest. The collective proposal mentioned in the development application may not be in the public interest due to the precedent which maybe set.

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.

To approve the application the Council must assume the concurrence of the secretary of Department of Planning and Infrastructure and so must be satisfied that the requirements of Clause 4.6 of the GHLEP have been met.

If Council is willing to assume the concurrence of the secretary of the Department of Planning and Infrastructure then there is no impediment to Council approving this development application.

RECOMMENDATION

That application DA10.2018.36.1 for a subdivision yielding 2 lots at Lot 6 DP 1130778 Hueske Road Jindera 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 DA10.2018.36.1 except where amended by any conditions of this consent.

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HUESKE ROAD JINDERA [CONT'D]

- 2 Prior to the issue of a Subdivision Certificate for any lot the applicant shall provide to Council for approval:
 - a. Written advice from a suitably qualified person and Telstra indicating the availability of electricity and telecommunications to each lot.
 - b. **Payment of the following Development Servicing Plan (DSP) charges for water and sewer:**
 - (i) Water Supply \$3230.00.

NB. Contributions are due prior to the release of the Subdivision Certificate and will be calculated or recalculated at the rate applicable under the plans current at the time of payment.
- 3 Prior to the issue of a Subdivision Certificate for any lot the applicant shall undertake the following works in accordance with Council's specifications and at the applicant's expense:
 - a. Construction of a driveway crossover with large box culverts (or dual diameter pipes with headwalls) in accordance with Council's specifications.
 - b. Connection of both lots to Council's Villages Water Supply.
- 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 It will be necessary to ensure that all dams comply with the appropriate 'harvestable rights' or are appropriately licensed as a result of the subdivision. [NOTE: In respect of this condition please refer to the 'Farm Dams Policy' administered by the Department of Primary Industries Office of Water.]
- 11 During construction, work must be conducted in a manner so as not to be injurious to health and amenity by reason of noise, vibrations, smells, dust, stormwater runoff, sediment loss, placement of building materials and wastes, rubbish, footway interference, traffic generated, hours of operation and the like.

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DEVELOPMENT APPLICATION 10.2018.36.1 – 2 LOT SUBDIVISION - LOT 6 DP1130778
HUESKE ROAD JINDERA [CONT'D]

- 12 Prior to the issue of a Subdivision Certificate, payment of \$110 per lot (except for lots that only provide access to other lots) for the provision of Rural Addressing Number plates for each lot in the development is to be made to Council (ie 20 lots x \$110 = \$2200). In addition payment of \$250 per sign for the installation of road signs (including posts) for all road intersections created in the development (ie 4 intersections x \$250 = \$1000). All proposed roads (including private roads) must be named with all names to be approved by Council.

- 13 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.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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3. REQUEST FOR ASSISTANCE - HOLBROOK BOOMERANG BAG INITIATIVE

Report prepared by Trainee Development Assessment Officer – Henry Standley

REASON FOR REPORT

This report responds to a request for Council to consider the funding a Boomerang Bags initiative that has been put forward by Gail Davis. The initiative is to limit the use of plastic bags in the community and the main outcome is to limit waste in the shire.

REFERENCE TO DELIVERY PLAN ACTION

Strategy We minimise the impact on the environment

DISCUSSION

Mrs Davis has put forward her plan to encourage recycling and reduce waste in the Shire by making and distributing Boomerang Bags to the community. The goal of Boomerang Bags is to cut down on the use of plastic bags and waste that they cause.

The initiative was started 4 years ago and now has more than 600 communities worldwide. These communities make and use the bags to limit waste and promote recycling. In the 4 years since being started an estimated 59,880kg of plastic waste has been removed from landfill.

Mrs Davis wants to fund and expand Boomerang Bags into the Greater Hume Council. Her motivation is that her property does not have kerb side bins. A lot of household waste is plastic, most commonly the plastic shopping bag and food wrapping.

Mrs Davis' request (see **ANNEXURE 3**) has asked for a \$1000 donation for her and a group of volunteers to produce, distribute and market the bags throughout the shire. The idea of the bag is that it is given to shoppers as an alternative to plastic bags. Once the shopper has finished with the bag they return it so it can be used by someone else. Hence the name Boomerang Bag as it always comes back.

The \$1000 funding that has been asked for is to go towards suitable fabric and thread to construct the bags, funds to market and promote the concept to the community by way of flyers, as well as funds to purchase paint and screens to identify the reusable bags.

As well as making the bags, the volunteers will sew a message onto the bags to promote recycling and waste management wherever the bags go. The volunteers will also paint and screen the bags to identify them.

It is considered that Council fund this initiative through the waste budget and the contribution be limited to \$500. It is anticipated that other communities may also wish to become involved in this initiative and they in turn may ask Council for assistance. It will be a requirement of the funding that the Holbrook Boomerang Bag group demonstrate the outcomes from the funding that Council could provide.

BUDGET IMPLICATION

This waste minimisation programme can be funded from the waste management budget at a cost \$500.

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REQUEST FOR ASSISTANCE - HOLBROOK BOOMERANG BAG INITIATIVE [CONT'D]

CONCLUSION

If council decides to fund Gail Davis' Boomerang Bags scheme the funding will go towards community involvement, volunteering, waste reduction and a positive message throughout the community to recycle and reduce waste. The bags are a great way to reduce the use of plastic bags which will end up in landfill and cause pollution. This is a positive initiative and one that should be funded and supported by Greater Hume Council.

RECOMMENDATION

That:

1. Council resolve to provide \$500 to support the Holbrook Boomerang Bag Initiative.
2. within six months of payment of the \$500 the Holbrook Boomerang Bag Initiative Group will be required to provide Council with a report demonstrating the outcomes of the funding.

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4. UNSIGHTLY PROPERTIES – ADVICE ON ENFORCEMENT OPTIONS

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

To address unsightly properties, derelict buildings and other land use issues that are prevalent within the Council area there is range of enforcement options that Council may utilise. This report provides details of enforcement options and their costs which Council may utilise.

REFERENCE TO DELIVERY PLAN

None relevant.

DISCUSSION

Council would be aware that there are properties within the Council area that are unsightly due to accumulations of materials or derelict buildings. Typically these properties are a source of complaint from nearby property owners who have an expectation that Council staff will be able to address the issue.

A range of enforcement measures are utilised by Council staff in order to deal with issues associated with unsightly properties and derelict buildings. In some circumstance staff are able to readily affect an adequate solution but unfortunately there will be instances where residents will not comply with a direction of Council and in this instance there is a need for an escalation in the enforcement options. Typically costs substantially increase when Council chooses to escalate matters.

To inform Council on the process of addressing unsightly and derelict properties the author has requested legal advice to be prepared (**ENCLOSED SEPARATELY**). This advice adequately details the various enforcement options that Council has at its disposal and it also provide Council with an estimate of undertaking each enforcement option.

Perusal of separately circulated legal advice reveals the substantial costs associated with undertaking escalated enforcement options. Unfortunately there is a limited budget available for undertaking enforcement proceedings and the substantial costs coupled with the number of unsightly and derelict properties present a significant challenge for Council.

Typically Councils staff will issue compliance orders and if there is non-compliance with the order then staff issue a penalty infringement notice (PIN). In accordance with Clause 4.6 of the legal advice the issuing of the PIN concludes the matter and then the compliance order is reissued. If there is still non-compliance at the conclusion of time allocated in the reissued compliance order then escalated enforcement options should be considered. Unfortunately for Council the cost of these escalated enforcement options could be financially prohibited.

As escalated enforcement options are financially unobtainable staff attempt to rectify situations by issuing PINS on reissued compliance orders. This process builds pressure on the landowner to comply with Councils compliance orders and may result in a suitable outcome. However this approach is protracted leading to dissatisfaction of complainants and requiring significant amounts Council staff time.

BUDGET IMPLICATIONS

Council's legal budget for planning and compliance works annually is \$30,000.

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UNSIGHTLY PROPERTIES – ADVICE ON ENFORCEMENT OPTIONS [CONT'D]

CONCLUSION

This report provides Council with an understanding of the significant challenges that result in dealing with issues associated with escalating enforcement options to rectify unsightly properties, derelict buildings and other land use issues that are prevalent within the Council area.

RECOMMENDATION

That Council receive and note the report.

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GOVERNANCE

1. **DELIVERY PROGRAM 2017 - 2021 AND OPERATIONAL PLAN 2017 - 2018
REPORT AS AT 31 MARCH 2018**

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTIONS

Statutory matter.

DISCUSSION

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

ENCLOSED SEPARATELY with the agenda is the report to 31 March 2018, detailing key actions contained in the 2017 - 2018 Operational Plan and achievements to 31 March.

The first three quarters of the financial year has continued to be particularly busy with a number of projects completed or well advanced.

The focus during the last three months has been the commencement and substantial completion of a number of major road projects including:

- The completion of the Henty Streetscape Upgrade (with the exception of landscaping)
- Drainage works on both sides of Urana Road in Jindera from Dight Street to Molkentin Road
- Asphalt resurfacing of Albury Street Holbrook
- Substantial commencement of Bond Street drainage and reconstruction
- Substantial completion of works under the Natural Disaster Recovery and Relief Arrangements emanating from the 2016 winter/spring events.

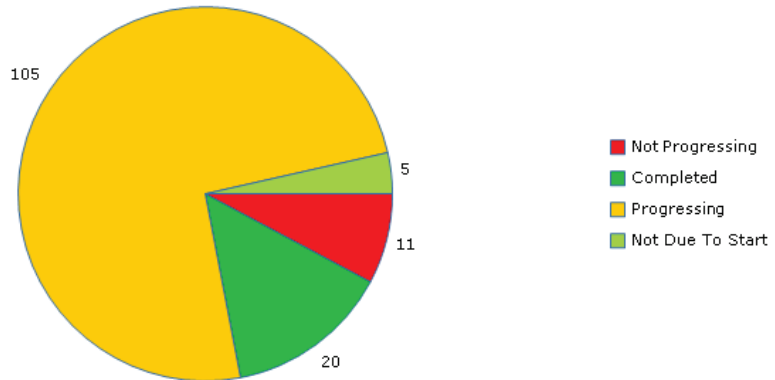
Commencement of the community engagement for Round 2 of the Stronger Country Communities Fund was another major project undertaken during the quarter.

Below is a snapshot of the progress towards the achievement of Key Performance Indicators (KPI's) which indicates that 11 (previous quarter 9) KPI's have been completed 105 (previous quarter 97) are in progress, 11 (previous quarter 20) have not progressed and 5 (previous quarter 15) are not due to start.

The KPI's not commenced or not due to start have been highlighted in **GREEN** in the document **ENCLOSED SEPARATELY**.

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DELIVERY PROGRAM 2017 - 2021 AND OPERATIONAL PLAN 2017 - 2018 REPORT AS AT 31 MARCH 2018 [CONT'D]



Highlights of the nine month period to 31 March are detailed below:-

Governance and Corporate and Community

- Funding applications submitted for the following projects:
 - ✓ Fixing Country Rail – Henty Rail Crossing Relocation Project
 - ✓ Fixing Country Roads – Henty Rail Crossing Relocation Project
 - ✓ (Unfortunately all applications were unsuccessful which will prompt a review of the strategy moving forward to ensure funding is received for this high priority project)
 - ✓ Heavy Vehicle Safety and productivity Program
 - ✓ Growing Local Economies Fund
 - ✓ Loose Fill Asbestos Insulation – Community Assistance Grant
 - ✓ Stronger Country Communities Fund – Skate Parks at Culcairn and Jindera, Upgrade Stairs and Viewing Platform at Morgan’s Lookout, Additional funding for the Walla Walla Early Childhood Hub.
 - ✓ Building Better Regions Fund – Dental Clinic
- Revised newsletter format included in 2017/2018 Rate Notices and reproduced in autumn 2018 edition.
- Completion of the 2016/2017 Financial Statements and lodgement within statutory timeframe.
- Official Opening of the Jindera Community Hub
- Substantial completion of the Headlie Taylor Sculpture at Henty with an unveiling scheduled for September 2018.
- Business Forum held at Jindera – topics: Digital marketing and Solar PV for business
- Reprint of the Business Directory
- Adoption of a new logo and brand concept including new positioning statements ‘Live a greater life’ (Community) and ‘Our location advantage’ (Business and Visitors)
- Assisted with the Ageing with Grace Information day at Holbrook, including event management and promotion.
- Completion of a submission on the draft Model Code of Conduct

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DELIVERY PROGRAM 2017 - 2021 AND OPERATIONAL PLAN 2017 - 2018 REPORT AS AT 31 MARCH 2018 [CONT'D]

- Completion of a review of the rating structure with a report to the December meeting.
- Completion of a review and report to Council on the feasibility of a residential estate at Walla Walla.
- Review of the provision of community transport in the Greater Hume Council undertaken.
- Substantial contribution to the Albury-Wodonga Regional Economic Development Strategy.
- Substantial completion of disaster recovery plans for six community museums.
- Commencement of the community engagement for Round 2 of the Stronger Country Communities Fund.
- Brand Manual rollout of assets including business cards, name badges, email signatory, vehicle decals, signage Jindera Community Hub, rates instalment notices
- Review of existing town/entrance signage and finalise design layouts for new town signage
- Plan and implement Community Engagement Strategy for Asphalt Project Albury Street Holbrook
- Business Buy Local Directory latest edition
- Business E Newsletter distributed February 2018
- Greater Hume Children Services Rebrand Launch / Photography project
- Factsheet – Loans to Community Groups, Delivery Plan, Use of Council Plant for Community Projects
- Develop Stakeholder Policy and Procedure, write report
- Attended 2 day IAP2 Community Engagement Methods training in Melbourne
- Meet with Committee members, compile and submit Grant application Public Reserves Management Fund for Culcairn Sportsground (Equine Arena).
- Review and adoption of five Council policies and eight Children Services policies
- Three meetings held with Disability Inclusion and Access groups as part of the ongoing delivery of actions from the Disability Improvement Action Plan
- Meeting of the Health & Wellbeing Alliance held 14 March
- Internal Audit review of Asset Management processes conducted in February
- Interim 2017/2018 External Audit conducted

Engineering

- Substantial completion of 2km reconstruction Coach Rd, Gerogery including installation of four culverts
- Heavy patching undertaken on Coppabella Rd and MR331 Culcairn – Holbrook Rd
- Shoulder grading MR 211 Holbrook Wagga Rd
- Tree pruning and removal on various rural roads
- Extensive gravel resheeting works undertaken (75 % of years program)
- Replacement of kerb in front of Holbrook War Memorial Pool complex
- Road works involving installation of kerb and drainage in Hopetoun St, Culcairn
- Kerb and underground drainage completed as part of Streetscape project in Sladen St, Henty

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- Spraying and slashing has been ongoing on Rural Regional and State Roads
- Design work undertaken on Urana St – Jindera, Culcairn – Holbrook Rd – Morven, Kywong – Howlong Rd – Brocklesby, Pedestrian Bridges at Ian Geddes Bush Walk – Holbrook.
- Completion of Walla Walla Flood Risk Management Plan.
- Obtained approval of \$2million of Natural Disaster Flooding
- Completed naming of 10 Mile Creek Bridge Holbrook as Germanton Bridge
- Heavy patching on Little Billabong / Tumberumba Rd (MR284) completed under RMCC Contract with RMS
- Spray Sealing of urban streets commenced in Brocklesby, Walla Walla & Jindera
- Road works including 1.1km stabilisation and widening on Alma Park Rd completed
- Shoulder grading on Culcairn – Holbrook Rd (MR331) completed
- Completion of Hueske Rd reconstruction from Urana Rd to Brickworks (Stage 1)
- Completion of Hueske Rd reconstruction from Brickworks to Glenholm Estate (Stage 2)
- Tree pruning and removal on various rural roads
- Contractors commenced drainage works on Dight St, Jindera
- Verandah reinstallation and footpath works as part of streetscape project substantially complete
- Engineering staff restructure – filled 8 construction and maintenance positions and 2 Overseer positions
- Bird repellent installed in four palm trees in Balfour St, Culcairn
- Selected contractor via tendering process for Gravel Resheeting under Natural Disaster Relief and Recovery Arrangements funding
- Completed skate park information for grant proposal.
- Selected tenderer for asphalt works in Albury St, Holbrook via Local Government Procurement
- Jindera Depot connected to new industrial trunk sewer
- Council System Management Plan (CSMP) has been assessed by RMS
- Slashing and grading fire trail on western side of Henty
- Installation of traffic cameras for a two week period in Urana St, Jindera
- Investigation of changed road alignment at Scholz and Shoemarks Rd intersections
- Spray sealing contract has been completed
- Restoration works from 2016/2017 reseal contract have been completed
- Gravel resheeting program is almost complete (85%)
- Contractors completed drainage works on Urana and Dight Streets, Jindera
- Contractors completed kerb and channel in Urana St, Jindera
- Contractors completed kerb and channel in Pioneer Dr, Jindera
- Contractors substantially completed gravel resheeting under the natural disaster flood funding
- Drainage structure replacement under the natural disaster flood funding is almost complete

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DELIVERY PROGRAM 2017 - 2021 AND OPERATIONAL PLAN 2017 - 2018 REPORT AS AT 31 MARCH 2018 [CONT'D]

-
- Asphalt works in Albury St, Holbrook have been completed, with some line marking yet to be finalised
- Road reconstruction in Pioneer Drive, Jindera is complete
- Urana St, Jindera - roadworks and stabilisation has been completed
- Roadworks on Culcairn Holbrook Rd under the blackspot program has commenced
- Concrete channel works in Bond St, Holbrook is 80% complete
- Drainage works in Bond St, Holbrook is complete
- One Bridge has been completed at Ian Geddes Bush Walk, Holbrook
- Construction of new Holbrook depot and operational administration building is nearing completion
- New roadway, kerb and footpath construction at Jindera Recreation Ground
- Rehabilitation of one section of roadway and new kerb and channel at Holbrook Caravan Park
- Reconstruction and widening of Millswood Rd, Holbrook
- Selected Tenderer for line marking on various local and regional roads via Tenderlink
- Kerb and channel and pavement repairs – Swift St, Holbrook

Environment and Planning

- Completed the disposal of stage 1 of the Loose Fill Asbestos demolition program (18 dwellings) at both Holbrook and Culcairn waste management facilities.
- Renegotiated the Memorandum of Understanding with Public Works Advisory to dispose of Loose Fill Asbestos Insulation Waste.
- Undertook a tender process for the management of Council swimming pool facilities. As this process was unsuccessful Council is managing all five pools under day labour for the 2017/2018 Swim Season.
- Called for expressions of interest to operate the kiosks at the Councils swimming pool facilities. All Kiosks operational under lease (except Walla Walla which is being run by the Pool Committee.
- Undertook upgrading works at Lankeys Creek Hall
- Prepared a Council disaster relief facility at the Culcairn Hall
- Undertook a procurement process and installation for a large scale solar panel project on the Culcairn administration building.
- Repainted the Holbrook Hall Supper Room.
- Provide facilities to receive household problem waste at each of Councils waste management facilities.
- Undertook pool opening ceremonies at Holbrook and Henty Swimming Pools
- Managed to engage kiosk operators and sufficient life guards for the operation of the swimming pools
- Assessed high volumes of development applications valued at (\$6,968,358)
- Commenced engaging consultants to prepare plans for the Jindera hall.
- Additional recycling facilities for household problem waste provided at Council offices.

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DELIVERY PROGRAM 2017 - 2021 AND OPERATIONAL PLAN 2017 - 2018 REPORT AS
AT 31 MARCH 2018 [CONT'D]

BUDGET IMPLICATIONS

Nil.

CONCLUSION

Council continues to deliver major projects within reasonable timeframes and budget adherence. Council is continuing to pursue external funding for major projects such as Henty Rail Crossing Relocation and other road projects.

It is Management's view that Council has made satisfactory progress towards the achievement of Performance Targets included in the 2017/2018 Delivery Plan during the first three quarters of the financial year.

RECOMMENDATION

That the report be received and noted.

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2. NSW ROADS AND MARITIME SERVICES – REPLACEMENT OF GUARD RAIL ON MR 284 (LITTLE BILLABONG/TUMBARUMBA ROADS)

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider approving the procurement of guard rail installation services to enable the completion of a project under contract to NSW Roads and Maritime Services.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

As Councillors are aware Greater Hume Shire Council undertakes works on state roads under contract to the NSW Roads and Maritime Services (RMS). It is a single invitation contract (works are only offered to Council or alternatively would be completed directly by the RMS) known as the Road Maintenance Council Contract (RMCC).

Due to a number of extenuating circumstances Council has not been able to secure a price for the works that strictly complies with section 55 of the Local Government Act, 1993

Below is a precis of the process undertaken by Ken Thompson (Council's RMCC Contract Manager) to procure guard rail supply and installation services.

MR284 (Little Billabong/Tumbarumba Road)

Guardrail Upgrade

Council has been approached by Roads and Maritime Services (RMS) through the Road Maintenance Council Contract (RMCC) to conduct upgrades to the guardrail in numerous locations along MR284 Little Billabong/Tumbarumba Road. The work is required to elevate the existing guardrail to the current standards, at present the guardrail is too low and has non-conforming terminals attached.

This document is provided to highlight the sequence of events that has now required this matter being brought to the notice of Greater Hume Councillors in the May meeting of Council.

The guardrail was first mentioned to Council Staff at a site meeting held on 30 November 2017; this site meeting was to discuss the removal of pine trees from the road edge. There was an RMS Road Safety Representative in attendance at this site meeting who said in conversation that they (RMS) had not realised the actual condition of the guardrail along that road and that the guardrail did not conform to current standards.

The next mention of this was 16 January 2018; when we received a copy of a guardrail audit that had been conducted 12 months earlier by an RMS Staff member. Council was asked to provide a very rough cost of the upgrade. Council on 16 January 2018 contacted McIntosh Fencing and Denholm Fencing by email asking if they could supply a rough idea of the cost of the upgrade. McIntosh supplied this information on 23 January 2018 and that information was used to provide RMS with an indicative cost on 23 January 2018.

In an email sent to RMS on 24 January 2018 it was further explained that Council would need confirmation that the work would progress and also a detailed Scope of Works before it was able to submit a Request for Quotation through Local Government Procurement (LGP).

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NSW ROADS AND MARITIMES SERVICES – REPLACEMENT OF GUARD RAIL ON MR 284 (LITTLE BILLABONG/TUMBARUMBA ROADS) [CONT'D]

Council received details of the complete guardrail upgrade details on 22 March 2018; this information was then forwarded to McIntosh Fencing on 27 March 2018 asking if they could provide a more accurate costing for the work. This was then received from McIntosh Fencing on 11 April 2018 and subsequently a Work Proposal was drawn up and submitted to RMS on 17 April 2018.

RMS issued Council with a Work Order valued at \$358,228.00 on 18 April 2018.

On 22 April 2018 a Request for Quotation was submitted through LGP for the guardrail works with a closing date of 30 April 2018 at 5:00pm. On 1 May 2018 Council Staff received a response from LGP advising that there had been no responses to the Request for Quotation. Further investigation into the LGP Request for Quotation revealed that the request had been sent to three contractors of which two read the request, the third did not read the request. Of the two that read the request one did nothing and the other declined to respond.

Council Staff have been in contact further with Denholm Fencing and have been advised that they are currently working on the Hume Highway in Victoria erecting wire rope barriers and are booked out until after October 2018.

Council Staff have also contacted McIntosh Fencing and they have been advised that McIntosh Fencing is prepared to undertake the work with Council's approval. The work would be able to be started well before the end of the financial year, thereby fulfilling the requirements of RMS for this project to be completed by 30 June 2018.

The major issue in undertaking a normal tender process with this project is the short turn-around time from issuance of the Work Order from RMS and the need to have the works completed by 30 June 2018.

Council has attempted to undertake the procurement through Local Government Procurement (LGP) however as McIntosh Fencing is not currently an approved provider to LGP this did not allow McIntosh Fencing to respond to the Request for Quotation.

There is no risk to Council with the Guardrail Upgrade Project as a margin for management of the project is included within the Works Order value of \$358,228.00.

As there were no responses to the Request for Quotations through LGP, in accordance with *clause 178 (3) (e) of the Local Government (General Regulation) 2005 - enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender*, approval is sought to negotiate directly with McIntosh Fencing.

The short timeframe to complete the works prior to 30 June 2018 does not allow Council the opportunity to call fresh tenders for the project.

There are two options available to Council:

1. Approve the negotiation with McIntosh fencing and/or any other contractors identified and available to complete the work within the timeframe or
2. Advise the NSW Roads and Maritime Services that Council is unable to undertake the works prior to 30 June 2018.

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NSW ROADS AND MARITIMES SERVICES – REPLACEMENT OF GUARD RAIL ON MR 284 (LITTLE BILLABONG/TUMBARUMBA ROADS) [CONT'D]

BUDGET IMPLICATIONS

The completion of these works under contract to RMS will have a positive impact on Council budgetary position.

CONCLUSION

Despite the short timeframe to complete this project under contract to the RMS, Council has engaged in a procurement process to meet the obligations of section 55 of the Local Government Act and associated regulations. Unfortunately this did not result in an outcome where Council was able to accept a tender.

There is no risk to Council with the Guardrail Upgrade Project as a margin for management of the project is included within the Works Order value of \$358,228.00.

According Council is seeking approval to negotiate directly with McIntosh Fencing for procure the guardrail supply and installation services.

RECOMMENDATION

That in accordance with *clause 178 (3) (e) of the Local Government (General Regulation) 2005 - enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender*, Council approves the negotiation directly with McIntosh Fencing to procure guardrail supply and installation services for the MR 284 Guardrail Project under contract to the NSW Roads and Maritime Services for the following reasons:

1. A Request for Tender through Local Government Procurement did not receive any responses and
2. The short timeframe to complete the project prior to 30 June 2018 does not enable Council with sufficient time to re tender the project.
3. As the procurement will be form part of an Order Works contract to the NSW Roads and Maritime Services there is no risk to Council.

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3. REGIONAL SPORTS INFRASTRUCTURE FUND – HOLBROOK SPORTING COMPLEX

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To seek Council endorsement for the lodgement of an application for funding under the NSW State Government's Regional Sports Infrastructure Fund.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy Infrastructure and facilities meet the needs of our communities
Action 4.1.1.1 Identify opportunities for external grant funding

DISCUSSION

The upgrade of the facilities at the Holbrook Sporting Complex has been a project promoted by the Holbrook Australian Rules Football and Netball Club for several years. In fact a report was presented to Council in November 2012 for the project to be considered for funding under the then Australian Government's Regional and Local Infrastructure Fund.

At the time Council voted to support the Jindera Multi Service Outlet in favour of the Holbrook Sporting Complex project. Ultimately the 2013 Australian Government election was called and the incoming Government scrapped the funding program.

Over the past 12 months or so Council staff have been working closely with the Holbrook Sporting Complex User Groups to develop an achievable project both from a sustainable construction cost and longer term operational cost perspective.

In informal discussions between the Mayor and General Manager with the proponents of the project it was indicated that up to \$200,000 could be provided from the Holbrook Hostel Reserve as a Council contribution to the project. This has been included in the EOI.

More recently the eligibility criteria for the NSW State Government's Regional Sports Infrastructure Fund have been amended which increases the possibility of success for this project under that funding stream. It is a two stage process with firstly an Expression of Interest (EOI) phase and should the EOI be successful Council will be required to work with the Holbrook Sporting Complex Committee and User Groups to prepare a detailed application.

The cost of bringing to the project to Development Application stage and grant readiness has been funded external to Council to this point. Council has, however, contributed to the cost of the preparation of the funding submission.

The project entails the following elements:

- Renovating the existing canteen, meeting and clubrooms to accommodate an accessible gymnasium.
- Replacement of two netball courts
- Demolition of the existing clubrooms and construction of a multisport fully equipped commercial catering facility, bar, accessible male and female change rooms, umpires room, administration, first aid room, timekeepers box, meeting and function centre accommodating an emergency welfare centre.

A site map of the project and a plan of the predominant building is included as **ANNEXURE 4.**

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REGIONAL SPORTS INFRASTRUCTURE FUND – HOLBROOK SPORTING COMPLEX
[CONT'D]

The eligibility criteria for the Regional Sports Infrastructure Fund state that applicants must contribute at 25% of the grant amount sought.

The total construction cost (including in kind) is estimated at \$1,687,993 (exc. GST) and is detailed in the table below.

Expenditure item	Cost \$
Main pavilion & change rooms	1,247,775
Gymnasium	88,337
Netball courts	176,000
Electricity connection	30,000
Water tank	5,500
Car parking/footpaths	50,000
Seating/landscaping	10,000
Contingencies and allowances	80,381
Total expenditure	1,687,993
Funded by:	
Regional Sports Infrastructure Fund	1,269,715
Council	200,000
NSW AFL	124,778
Holbrook Football & Netball Club	90,000
Gymnasium Club	2,500
Sheep and Wool Fair	500
Show Society	500
Total Income	1,687,993

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REGIONAL SPORTS INFRASTRUCTURE FUND – HOLBROOK SPORTING COMPLEX
[CONT'D]

As can be seen from the funding model the project has a significant local contribution along with contributions from other sources.

The project developed has wide support from all user groups at the Complex and this is an excellent opportunity to gain funding for a project that has been developed over the past six years.

BUDGET IMPLICATIONS

The Council contribution included within the EOI will be funded from the Holbrook Hostel Reserve therefore will have no impact on future Council budgets.

CONCLUSION

The upgrade of the faculties at the Holbrook Sporting Complex has been a project promoted by the Holbrook Australian Rules Football Club for several years and the State Government's Regional Sports Infrastructure Fund provides a unique opportunity to gain funding for an important project for the Holbrook and district community.

The project developed has wide support from all user groups at the Complex and endorsement is sought for the General Manager's actions in submitting the funding application.

RECOMMENDATION

That Council endorse the General Managers actions:

1. in submitting an application under the State Government's Regional Sports Infrastructure Fund and
2. including a Council contribution of \$200,000 to be funded from the Holbrook Hostel Reserve.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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4. LOOSE FILL ASBESTOS INSULATION – UPDATE ON COMMUNITY ASSISTANCE FUNDING PROVIDED UNDER THE VOLUNTARY PURCHASE AND DEMOLITION PROGRAM

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To update Councillors applications for Community Assistance Funding and other matters

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy Our residents feel safe

DISCUSSION

As Councillors are aware the Minister for Innovation and Better Regulation, Matt Kean, accompanied by the Member for Albury Greg Aplin, was in Holbrook and met with residents impacted by Loose Fill Asbestos Insulation on 8 May last year. An additional funding package was announced with the State Government establishing a fund equivalent to \$5,000 for each home impacted by the presence of Loose Fill Asbestos Insulation. Council also committed to contributing an additional \$1,000 for each home impacted.

The funding package announced is detailed in Table 1.

Table 1

Item	Funding Contributor	Total funding
Additional funding for residents of Greater Hume	NSW Government (38 properties at \$5,000)	\$190,000
	Greater Hume Shire Council (38 properties at \$1,000)	\$38,000
Total additional funding		\$228,000

Note: Due to the lobbying by Greater Hume Shire Council additional funding \$4,000 to purchase soft furnishings was made available to all properties across the State.

Initially applications for Community Assistance closed on 31 August 2017 however Council negotiated an extension to enable impacted residents more time to make a decision in relation to their future housing needs. A second round of applications closed on 30 April 2018.

Of the 38 properties identified with the presence of loose fill asbestos within the Shire, 34 are in the Holbrook township, two rural properties in the Holbrook district and two properties at Culcairn.

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LOOSE FILL ASBESTOS INSULATION – UPDATE ON COMMUNITY ASSISTANCE FUNDING PROVIDED UNDER THE VOLUNTARY PURCHASE AND DEMOLITION PROGRAM [CONT'D]

Table 2 below provides an overview of the likely decisions to be made by landowners.

Table 2

Resident decision	Number
Rebuilding	8
Buying existing	8
Vacant allotment retained by family	3
Left Council area	3
Long term rental	1
Investment properties	10
Unknown/Yet to decide	4
No action (remaining in home)	1
Total	38

Table 3 outlines a Summary of applications submitted for community assistance.

Table 3

Round	No. of claims	Amount	No. of claims paid to date	Amount
1	15	\$88,296	6	\$36,000
2	5	\$26,283	0	0
	20	\$113,421	6	\$36,000

Note: All Round 1 claims were approved and Round 2 claims are pending approval. Claims paid have substantiated that the claimed costs have been expended.

As part of Council's Round 2 application clarification has been sought as to the status of the remaining funding totalling \$114,579. There is a case provide further funding to existing claimants.

Recently it has become apparent that the State Government will be claiming a rates exemption for properties acquired as part of the Voluntary Purchase and Demolition Scheme.

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LOOSE FILL ASBESTOS INSULATION – UPDATE ON COMMUNITY ASSISTANCE FUNDING PROVIDED UNDER THE VOLUNTARY PURCHASE AND DEMOLITION PROGRAM [CONT'D]

Section 555 (1) (a) of the Local Government Act, 1993 states the following:

555 What land is exempt from all rates?

(1) The following land is exempt from all rates:

(a) land owned by the Crown, not being land held under a lease for private purposes,

Council received correspondence in November 2017 seeking the exemption which Council denied for the following reasons:

1. The land is being held for resale
2. The land has come into the possession of the NSW State Government as a direct result of a State Government initiative (Loose Fill Asbestos Insulation (LFAI) Voluntary Purchase and Demolition Program).
3. \$250,000,000 has been provided to roll out the LFAI Voluntary Purchase and Demolition Program and the rates and charges on properties being held for resale should be charged to that program.
4. Properties being held for resale should be placed on the market for sale at the earliest opportunity to reduce the holding costs.

Council's position was not accepted by Property NSW and further correspondence was received 22 February advising that they were satisfied that the exemption applied and that they would not be paying general rates on the properties acquired by Property NSW. Note that charges for services such as water, sewer and garbage still apply.

Correspondence received from, and to Property NSW is included as **ANNEXURE 5**.

The position of Property NSW has the potential to have a significant impact on Council's budget as at least 20 properties will be transferred to the NSW State Government as a result of the Loose Fill Asbestos Insulation Voluntary Purchase and Demolition Scheme. Based on the draft 2018/2019 Rating Structure and an average valuation of \$30,000 the general rates payable on each property is approximately \$625.00pa resulting in a cost to Council of \$12,500pa (20 x \$6250).

At this point it is difficult to predict how long it may take Property NSW to sell all acquired allotments but based on the result of the sale of the first two properties (one purchased by Council and the other passed in) it could take several years.

Accordingly it is recommended that Council seek the support of the Member for Albury, Greg Aplin to lobby on Council's behalf to have rates payable on properties acquired as part of the Loose Fill Asbestos Insulation Voluntary Purchase and Demolition Program funded as part of that program's costs.

BUDGET IMPLICATIONS

Council has already resolved to set aside \$38,000 to match additional State Government funding, however the impact of properties that will become non rateable has not been factored into future budgets at this point.

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LOOSE FILL ASBESTOS INSULATION – UPDATE ON COMMUNITY ASSISTANCE
FUNDING PROVIDED UNDER THE VOLUNTARY PURCHASE AND DEMOLITION
PROGRAM [CONT'D]

CONCLUSION

Council has submitted two funding applications on behalf of properties owners impacted by the presence of loose fill asbestos insulation with a total of 20 claims to a value of \$113,421. To date 6 claims have been paid totalling \$36,000.

It is very disappointing however that, ratepayers of Greater Hume Shire Council will be impacted by the non-rateability of properties acquired by Property NSW. Accordingly, it is recommended that Council seek the support of the Member for Albury, Greg Aplin to lobby on Council's behalf to have rates payable on properties acquired as part of the Loose Fill Asbestos Insulation Voluntary Purchase and Demolition Program funded as part of that programs cost.

RECOMMENDATION

That:

1. the report be received and noted.
2. Council seek the support of the Member for Albury, Greg Aplin to lobby on Council's behalf to have rates payable on properties acquired as part of the Loose Fill Asbestos Insulation Voluntary Purchase and Demolition Program funded as part of that programs cost.

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5. REVIEW OF CORPORATE AND COMMUNITY SERVICES ORGANISATIONAL STRUCTURE

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To present to review of the Corporate and Community Services organisational structure to Council including a road map for its implementation.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy Plan and lead good governance having a clear framework for strategic planning, policies, procedures and service standards and financial sustainability with effective financial management that is transparent and accountable.

Action 1.1.1.8 Implement organisation wide service and efficiency reviews.

DISCUSSION

At the February 2018 meeting Council resolved the following:

That Council accept the proposal from Blackadder Associates to conduct an external review of the Corporate and Community Services Organisation Structure with an estimated cost not to exceed \$17,000 exc. GST.

The review commenced on 13 March with a series of group workshop sessions with all corporate and community services staff in their various work groups (finance, customer service, children’s services etc.) and one on one interviews with Directors and Managers.

Other staff with close working relationships with corporate and community services (e.g. Executive Assistants, WHS/Risk etc.) were also interviewed along with a workshop with the Staff Consultative Committee

On 27 March a workshop was held with the Director Corporate and Community Services and department managers to discuss the finding and options. Following this workshop a draft paper was developed and made available to all staff for comment. A total of eight submissions were received which have been incorporated into the final report where appropriate.

A copy of the final report has been **ENCLOSED SEPARATELY** for Councillors’ information.

The final report includes a total of 34 recommendations which are outlined along with the General Manager’s responses in Table 1.

Table 1

No.	Recom. No.	Recommendation	Likely recurrent cost/(saving)	General Manager’s Response
1	1.1	Budget for the development of an Information Strategy and roadmap to ensure GHC is using IT for optimum efficiency and performance	Unknown	Support the recommendation: Have provided Albury City Council with an IT Brief with the view of ACC undertaking the work on Council’s behalf.

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REVIEW OF CORPORATE AND COMMUNITY SERVICES ORGANISATIONAL STRUCTURE [CONT'D]

No.	Recom. No.	Recommendation	Likely recurrent cost/(saving)	General Manager's Response
2	1.2	Create an IT position reporting to the Manager Corporate Services	\$12,000	Partially support the recommendation: Council needs to bolster IT resources but whether the recommendation is the best outcome will be subject to further discussions with other staff and the outcome of an external review.
3	3.1	Instead of recruiting a dedicated HR Coordinator create a position of Manager Organisational Development	\$133,320	Partially support the recommendation: The review does not provide sufficient cost savings to fund this position therefore savings in other parts of the organisation would need to be found prior to implementation.
4	4.1	Prepare an Asset Management Road map for the next 2-3 years with specific SMART KPI's for the completion of tasks.	\$0	Support the recommendation: Initially review will be undertaken in-house.
5	4.2	Commission an audit of BizeAsset by software proprietor to identify ways that Greater Hume Council could use the system more effectively.	\$0	Support the recommendation: Refer above
6	4.3	Should the audit of BizeAsset subsequently reveal that the system cannot meet the integrated needs of the Council in line with the recommended Road Map, Council may consider a review of other systems on the market.	Unknown	To be considered after completion of Recommendation No. 5
7	4.4	Develop a service level agreement between Engineering and Finance regarding what data, to what standard and in what form is going to be available by the required timeline, for the annual audited statements	\$0	Support the recommendation: This should be expanded to include Environment and Planning and the two way provision of information throughout the year.

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REVIEW OF CORPORATE AND COMMUNITY SERVICES ORGANISATIONAL
STRUCTURE [CONT'D]

No.	Recom. No.	Recommendation	Likely recurrent cost/(saving)	General Manager's Response
8	5.1	Document a Succession/Backup Plan learning procedure for key tasks for each position in the Finance Team using the principles noted above.	\$0	Support the recommendation: The cost of implementing for the finance area has been included in the draft 2018/2019 and future budgets. This philosophy should be extended to include all administrative staff in all office locations.
9	5.2	As part of the learning process, document the procedures into a Finance Online Manual	\$0	Support the recommendation: Refer above
10	5.3	Continue the implementation of the Finance Team Development Action Plan.	\$0	Support the recommendation: This has been subject to a previous review and additional one off cost has been included in the draft 2018/2019 Budget.
11	5.4	Review the Finance Team budget to allocate additional casual clerical hours to enable Succession/Backup Plan to be implemented	\$0 (see 8 above)	Support the recommendation: Refer 8 above
12	5.5	Transfer the Payroll/Human Resources position to report to the Chief Financial Officer in the organisational structure and rename the position Payroll/Accounts Payable Officer.	\$0	Support the recommendation:
13	5.6	Rename the Library and Youth Services Development Officer as the Library and Youth Development Team Leader	\$5,000	Support the recommendation:
14	5.7	Change the structure so that CTC/Library staff report to the Library and Youth Development Team Leader	\$0	Support the recommendation: Refer above

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REVIEW OF CORPORATE AND COMMUNITY SERVICES ORGANISATIONAL
STRUCTURE [CONT'D]

No.	Recom. No.	Recommendation	Likely recurrent cost/(saving)	General Manager's Response
15	5.8	The Library and Youth Development Tea, Leader to conduct a consultative process with the new team and the Manager Corporate Services to identify ways that the library services can be provided in a cohesive and integrated way across the Shire.	\$0	Support the recommendation:
16	5.9	Retain a supervisory position at the Jindera Community Hub to be the nominated service supervisor as required by the regulations.	\$0	Support the recommendation: Position to be titled Children's Services Team Leader. Additional cost off set by the deletion of the Manager position.
17	5.10	Conduct an internal recruitment process in the first instance for the Children's Services Team Leader as there is a potential internal field.	\$0	Support the recommendation: Refer above
18	5.11	Should a suitable internal candidate not apply for the Children's Services Team Leader position, then the position will need to be externally advertised	\$0	Support the recommendation: Refer above
19	5.12	Support the Administration and Family Liaison Officer to undertake additional education to upgrade her qualification to Diploma level if she wishes, as this would also provide flexibility for the allocation of support coordinator hours.	\$0	Support the recommendation: Would be funded under Council's Education Policy
20	5.13	Rename the Health and Well Being Coordinator as Manager Community Services in recognition of the broad services provided.	(\$58,546)	Support the recommendation: As this position would have oversight of Children's Services the position would be funded by General Fund 3 days and Children's Services 2 days.

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REVIEW OF CORPORATE AND COMMUNITY SERVICES ORGANISATIONAL STRUCTURE [CONT'D]

No.	Recom. No.	Recommendation	Likely recurrent cost/(saving)	General Manager's Response
21	5.14	The Manager Corporate Services to identify ways for problem solving the workflow issues between front line Customer Service and the other work units that may need more time than is available at breakfast meetings.	\$0	Support the recommendation:
22	5.15	The Manager Corporate Services to identify ways for addressing the issue that casual customer service employees may not always have an update understanding of systems, standards and current issues.	\$0	Support the recommendation: Action commenced
23	5.16	A review of Holbrook CTC/Library/Customer Service function be conducted by the Director Corporate Services, involving the Manager Community Services and Manager Corporate Services, Library and Youth Development Team Leader and Chief Financial Officer	\$0	Support the recommendation: This recommendation is of a lower priority than others.
24	8.1	Implement Option 3 Organisational structure following Council endorsement of the revised management structure and budget	Refer comments	Partially support the recommendation: The adoption of Option 3 is supported however it will not be possible to recruit to the position of Manager Organisational Development until further savings are identified.
25	8.2	Recruit to the position of Manager Organisational Development with an internal recruitment process and transfer reporting of the Risk and WHS Coordinator and Risk Officer from the General Manager to this position	\$0	Recommendation not supported at this time.

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REVIEW OF CORPORATE AND COMMUNITY SERVICES ORGANISATIONAL
STRUCTURE [CONT'D]

Note: Recommendations 8.3 – 8.11 have been addressed in other recommendations above.

In summary net savings of only \$41,000 have been identified where the total employment costs (including on costs) of a Manager Organisational Development (recommendation 3) is estimated to be \$133,320. Therefore it is not possible to recruit to that position until other organisational savings have been identified.

It is the Writer's view that the exception of recommendations 1.1, 1.2, 4.1, 4.2 & 4.3, the balance of recommendations can be progressively implemented during the current calendar year. It is anticipated that a full review of Council's IT capacity will be undertaken over the next six months and recommendations to be implemented over the next 12 months dependent upon financial implications.

Recommendations 4.1, 4.2 & 4.3 would be progressively implemented over the next two to three years as suggested in the review.

The review has provided an excellent forum for staff to raise issues in an open and transparent manner and have the opportunity to make further comment prior to the report being finalised.

BUDGET IMPLICATIONS

If all recommendations are implemented (with the exception of 3.1) savings of \$41,000 will be generated. It is the intent of Management to identify further savings in other areas of Council's operations that will enable recommendation 3.1 to be implemented in the future.

CONCLUSION

The review of the Corporate and Community Services organisational structure has been carried out in a very professional manner by Judy Charlton, Blackadder Associates and has provided a practical roadmap for the implementation of the recommendations.

The review also provided an excellent forum for staff to raise issues in an open and transparent manner and have the opportunity to make further comment prior to the report being finalised.

RECOMMENDATION

That:

1. with the exception of 1.1, 1.2, 4.1, 4.2 & 4.3, Council endorse the General Manager's commitment to implement the recommendations from the Review of the Corporate and Community Services Organisational Structure over the balance of the 2018 calendar year.
2. recommendations 1.1 & 1.2 be implemented by 30 June 2019 and
3. recommendations 4.1, 4.2 & 4.3 be progressively implemented over the next two to three years.

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6. LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - SUNDAY 21 TO TUESDAY 23 OCTOBER 2018

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Councillors that the Local Government NSW Annual Conference will be held from Sunday 21 October to Tuesday 23 October 2018 at the Entertainment Centre, Albury.

REFERENCE TO DELIVERY PLAN ACTIONS

Strategy	Leadership and advocacy is demonstrated and encouraged in our communities.
Action	Councillors and Senior Staff represent the interests of Greater Hume Shire to State and Federal members and government departments.
1.1.3.1	

DISCUSSION

the Local Government NSW Annual Conference will be held from Sunday 21 October to Tuesday 23 October 2018 at the Entertainment Centre, Albury and will provide a unique opportunity for Council to provide a professional development opportunity for Councillors and Senior Staff.

Motions

Council has the opportunity to submit motions for consideration at the Conference. The Board has resolved that motions will be included in the Business Paper for the Conference where they:

- a) are consistent with the objects of the Association (see Rule 4 of the Association's rules);
- b) relate to Local Government in NSW and/or across Australia;
- c) concern or are likely to concern Local Government as a sector;
- d) seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
- e) have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
- f) are clearly worded and unambiguous in nature; and
- g) do not express preference for one or several members over one or several other members.

Motions from councils are required to be submitted via the online tool by 26 August 2018.

To meet the deadline for submission of motions (26 August) it will be necessary for any proposed motions to be considered by Council at the August meeting, at the latest. Therefore it is recommended that Councillors advise the General Manager of proposed motions at the earliest opportunity to ensure research can be undertaken, if required.

Once again Council will be able to nominate two voting delegates in accordance with the formula for calculating members' voting entitlements.

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LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - SUNDAY 21 TO TUESDAY 23
OCTOBER 2018 [CONT'D]

Other important dates are outlined in the table below.

Deadline	Action
Sunday 26 August	Deadline for payment of membership fees (required for councils to be entitled to vote for motions and the LGNSW Board)
Tuesday 2 October	Deadline for members to provide names to LGNSW of delegates who will vote on Motions
Sunday 30 September	Business Papers will be available on or before this date.

Attendance

Generally Council approves the attendance of the Mayor and Deputy Mayor as voting delegates and the General Manager and one other Councillor as observers for the annual Conference of the peak local government body in NSW.

With the conference being held in Albury it will provide a unique opportunity for Council to provide a professional development opportunity for Councillors and Senior Staff and therefore it is recommended that the opportunity to attend be extend to all Councillors, the General Manager and three Directors.

Traditionally Council has only attended the Local Government NSW and the Murray Darling Association Conferences.

BUDGET IMPLICATIONS

Expenditure allocations are included in the 2018/2019 Budget to enable Councillor and senior staff attendance at this Conference.

CONCLUSION

The annual conference of NSW Local Government is an excellent forum to raise issues affecting local government and the communities they represent. Accordingly, it is recommended that the opportunity to attend be extended to all Councillors, the General Manager and three Directors.

RECOMMENDATION

That:

1. the Mayor and Deputy Mayor attend the Local Government NSW Annual Conference as voting delegates and remaining Councillors, the General Manager and three Directors be given the opportunity to attend as Observers
2. Councillors submit proposed motions to the General Manager by Tuesday 31 July 2018 to enable a report to be submitted to the August Council meeting for consideration.

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CORPORATE AND COMMUNITY SERVICES

1. INTERIM 2017/2018 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2018

Report prepared by Chief Financial Officer – Dean Hart

REASON FOR REPORT

To present the Interim Budget Review as at 31 March 2018 in accordance with Section 203 of the Local Government (General) Regulation 2005.

REFERENCE TO DELIVERY PLAN ACTION

Not Applicable – legislative requirement

DISCUSSION

The Interim Budget Review as at 31 March 2018 is included as **ANNEXURE 6** for Councillors' perusal. The Budget Review, as presented, indicates that the projected 2017/18 cash deficit will be \$151,020 which represents movement of \$124,664 on the budget deficit of \$26,356 as at 31 December 2017. The overall movement in the budget position is predominantly the result of the cost to implement Council's new web site (refer report to March 2018 Council meeting) and budget overspend on swimming pool operations during the 2017/18 pool season.

A further report on the reasons for the over-expenditure of the swimming pools will be presented to the June Council meeting, but primarily relates to the inability to attract a contractor/s and the need to recruit additional staff to ensure the pools were operational at the commencement of the pool season.

RURAL ROADS (SEALED AND UNSEALED) MAINTENANCE EXPENDITURE

Year to date maintenance expenditure on sealed and unsealed rural roads is currently running at approximately 84% of budget as at 31 March 2018. Consequently there is a chance that this expenditure will exceed budget at the end of the financial year. Bridge maintenance expenditure however is currently only 20% of budget due to the delay in recruitment of the bridge maintenance team. A summary of budget allocations and expenditure levels is provided at the end of the Transport and Communications Section of this report.

OVERALL BUDGET REVIEW

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

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INTERIM 2017/2018 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2018 [CONT'D]

GOVERNANCE

Function and comment		Projected Budget Variance \$
Elected Members Expenses Satisfactory		Nil
Governance Expenses Satisfactory		+1,105
Risk Management Transfer of budget for wages from Governance area to employment on-cost to match actual cost allocations.		+21,343
TOTAL GOVERNANCE		+22,448

ADMINISTRATION

Function and comment		Projected Budget Variance \$
Corporate Services Administration Building Maintenance costs exceeded budget due to failure and subsequent replacement of the air conditioning unit at the Walla Walla Customer Service Centre. Costs associated with the review of Corporate and Community Services structure included in the budget and offset by a reduction in records storage allocation.		-12,366
Information Technology Services Payment made for new Web site. Refer to report to March 2018 Council Meeting.		-64,538
Employment On-Costs Transfer of risk management wages. Refer to comment above.		-22,400
Engineering Administration Satisfactory		+4,609
Depot Administration and Maintenance Satisfactory		+147
Vehicle Hire Satisfactory		Nil
Plant Operations Satisfactory		Nil
TOTAL ADMINISTRATION		-94,548

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INTERIM 2017/2018 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2018 [CONT'D]

PUBLIC ORDER AND SAFETY

Function and comment		Projected Budget Variance \$
Animal Control Satisfactory		+4,750
Fire Services Satisfactory		Nil
Emergency Services Satisfactory		Nil
TOTAL PUBLIC ORDER & SAFETY		+4,750

HEALTH SERVICES

Function and comment		Projected Budget Variance \$
Health Administration Satisfactory		+913
TOTAL HEALTH SERVICES		+913

ENVIRONMENT

Function and comment		Projected Budget Variance \$
Waste Management Improved budget position due to higher than anticipated income from tipping fees.		+17,164
Noxious Animals & Insects Satisfactory		Nil
Noxious Plants Satisfactory		Nil
Riverina Noxious Weeds Satisfactory		Nil
Street Cleaning Satisfactory		Nil
Stormwater Maintenance & Drainage Transfer of budget allocation to Transport & Communication. Refer comments below.		+283,700
TOTAL ENVIRONMENT		+300,864

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INTERIM 2017/2018 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2018 [CONT'D]

COMMUNITY SERVICES AND EDUCATION

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

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INTERIM 2017/2018 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2018 [CONT'D]

HOUSING AND COMMUNITY AMENITIES

Function and comment		Projected Budget Variance \$
Street Lighting Additional budget allocation to cover higher than anticipated energy cost for street lighting.		-10,000
Public Cemeteries Satisfactory		-446
Town Planning Satisfactory		-1,768
Public Conveniences Satisfactory		Nil
Council Owned Housing Satisfactory		Nil
Community Development Grants Satisfactory		Nil
Wirraminna Environmental Education Centre Satisfactory		Nil
Other Community Amenities Satisfactory		Nil
TOTAL HOUSING & COMMUNITY AMENITIES		-12,214

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INTERIM 2017/2018 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2018 [CONT'D]

RECREATION AND CULTURE

Function and comment		Projected Budget Variance \$
Public Halls Satisfactory		-906
Libraries Satisfactory		Nil
Community Technology Centre Satisfactory		+1,000
Meeting Room Satisfactory		-1,000
Museums Satisfactory		Nil
Swimming Pools Further report to be submitted to the June Council meeting.		-69,381
Sporting Grounds & Recreation Reserves Satisfactory		Nil
Parks & Gardens Satisfactory		Nil
Other Cultural Services		Nil
TOTAL RECREATION & CULTURE		-70,287

MINING, MANUFACTURING & CONSTRUCTION

Function and comment		Projected Budget Variance \$
Building Control Minor adjustment following finalisation of vehicle purchase for Building Surveyor.		+6,782
Quarries & Pits Satisfactory		Nil
TOTAL MINING, MANUFACTURING & CONSTRUCTION		+6,782

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INTERIM 2017/2018 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2018 [CONT'D]

TRANSPORT AND COMMUNICATIONS

Function and comment		Projected Budget Variance \$
FAG Grant – Roads Component Satisfactory		Nil
Urban Roads Local (Maintenance and Capital)		-206,140
Sealed Rural Roads – Local (Maintenance and Capital)		+51,534
Sealed Rural Roads – Regional Satisfactory		Nil
Unsealed Rural Roads – Local (Maintenance and Capital)		-291,964
Bridges		+100,000
Kerb & Gutter		+40,821
Footpaths		+22,049
Aerodromes Satisfactory		Nil
Bus Shelters Satisfactory		Nil
Ancillary Road Works Satisfactory		Nil
State Roads RMCC Works Satisfactory.		Nil
Natural Disaster Recovery Satisfactory.		Nil
Road Safety Officer Satisfactory.		Nil
TOTAL TRANSPORT & COMMUNICATIONS		-283,700

A number of budgeted works within Transport & Communication have been reallocated to better align with actual works undertaken. For example a number of urban road construction projects such as Urana St, Jindera and Sladen Street, Henty involved kerb & gutter and drainage works as part of the overall project. Cost allocation for each project was focussed on the road construction area rather than costs for each project being split across multiple activities. As a result budget allocations from kerb & gutter, footpaths and storm water drainage have been reallocated to the road construction area.

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Additional works have also been undertaken on sealed and unsealed rural road maintenance. In order to offset these additional costs the budget allocation to bridge maintenance, which has been unspent due to the delay in establishing a dedicated bridge maintenance crew, has been reallocated to these areas.

The overall result of these reallocations has not impacted on the final budget figure as the total transfer to Transport & Communication of \$283,700 is fully offset by the transfer from Stormwater Drainage.

ECONOMIC AFFAIRS

Function and comment	Projected Budget Variance \$
Jindera Medical Centre Satisfactory	Nil
Caravan Parks Satisfactory	Nil
Tourism Operations Satisfactory	Nil
Visitor Information Centre Satisfactory	Nil
Submarine Museum Satisfactory	Nil
Economic Development Satisfactory	Nil
Real Estate Development Satisfactory	+191
Real Estate Sales Satisfactory	Nil
Private Works Satisfactory	Nil
TOTAL ECONOMIC AFFAIRS	+191

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INTERIM 2017/2018 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2018 [CONT'D]

GENERAL PURPOSE REVENUES

Function and comment		Projected Budget Variance \$
FAG Grant – General Component Satisfactory		Nil
Interest on Investments Satisfactory		Nil
General Rates - Residential Budget adjusted to actual rates levied		+409
General Rates - Farmland Budget adjusted to actual rates levied		-472
General Rates – Business Budget adjusted to actual rates levied		+6200
General Rates – Pensioner Concessions Budget adjusted to actual rates levied		Nil
General Rates – Pensioner Rates Subsidy Satisfactory		Nil
Ex Gratia Rates Satisfactory		Nil
Extra Charges on Overdue Rates Satisfactory		-6000
TOTAL GENERAL PURPOSE REVENUES		+137

SUMMARY OF BUDGET VARIATIONS

SUMMARY OF BUDGET VARIATIONS	-124,664
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WATER AND SEWERAGE

General income and expenditure figures appear to be satisfactory.

SUMMARY

Council's overall budget position has improved as at 31 March 2018. As has been the case in previous years, management will continue to monitor all income and expenditure areas closely to ensure budget integrity is maintained at year end.

RECOMMENDATION

That Council note and approve the Interim Budget Review Statement as at 31 March 2018.

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2. REVIEW OF CHILDREN SERVICES ACROSS GREATER HUME COUNCIL

**Report prepared by Director Corporate & Community Services – David Smith and
Acting Community Health & Wellbeing Coordinator – Mary Hoodless**

REASON FOR REPORT

To provide Councillors with an overview of the status of children services across Greater Hume Council including the supply and demand of services along with opportunities for Council to support existing service providers.

REFERENCE TO DELIVERY PLAN ACTION

Strategy	Continue to support the enhancement of children services across the shire
Action 2.2.3.1	Undertake an annual review of existing childcare services provided through engagement with preschools and other children's services

DISCUSSION

As Councillors would be aware, Greater Hume Council has long recognised the role that local government can play in supporting the provision of adequate quality childcare services.

A comprehensive review of children services was undertaken between January and April 2018. The purpose of the review was to improve the relationship between Council and existing children service providers, better understand current models of service delivery and identify ways in which Council could provide ongoing support to help sustain services.

The review comprised two main methods, a survey and face to face consultation. The survey ascertaining quantitative and qualitative information about services was sent out via Survey Monkey to eight services. After some weeks of follow up phone calls and instruction, seven out of eight responses were received and the eighth response was completed by phone interview (Wodonga CEC). A ninth service, St Johns Jindera (Little Saints) was also interviewed by phone in April as the service had been omitted from the survey.

The second method included on-site face to face meetings with Holbrook Early Learning Centre, Jindera Preschool, Culcairn Early Childhood Centre, Burrumbuttock Preschool, Henty Early Childhood Centre and phone consultation with St Johns Jindera.

Children and families in Greater Hume

Between 2011 and 2016, Greater Hume LGA experienced growth in the numbers of preschool and school aged children including 73 more families (refer Table 1 below). The 0-4yr age group (7 children) had the smallest growth suggesting a low number of births, and the biggest growth occurred in the 5-9 yr age group (84 children) followed by the 10-14 age group (71 children). The growth in these age groups is consistent with the demand for before and after school care.

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REVIEW OF CHILDREN SERVICES ACROSS GREATER HUME COUNCIL [CONT'D]

Table 1 Population Change: 2011-2016 (Source ABS)

	2011	2016	Change
Total Population	9815	10,509	↑634
Medial Age	43	44	↑1 yr
Families	2650	2723	↑73
0-4 years	620	627	↑7
5-9 years	696	780	↑84
10-14 years	758	829	↑71

3. Location of children

The total number of preschool/childcare aged children (0-4 yrs) within the shire is 627. Table 2 below describes the number of children living in the ABS collection district where children services are provided (Total = 486). Another 141 children 0-4yrs reside in the collection districts surrounding the town/village collection district. Jindera has the largest number of children followed by Holbrook.

Table 2 Population 0-4yrs Source (ABS 2016)

Location (existing children service)	0-4yrs
Burrumbuttock	23
Culcairn	81
Henty	75
Holbrook	103
Jindera	154
Walla Walla	50

Children Services in Greater Hume - Service and governance structure

Wodonga CEC provides centre based services in Henty and Walla Walla and Greater Hume Council provides Family Day Care services in Jindera, Burrumbuttock, Henty and Walla Walla. Preschools and early learning services located in Burrumbuttock, Jindera, Culcairn, Holbrook and Henty are Incorporated Associations supported by committees of management. St Johns Jindera is an approved preschool however it does not access the preschool funding. Parents at St Johns pay a flat fee for service.

Table 3 below describes the location, type and governance structure of the nine services in Greater Hume Council.

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REVIEW OF CHILDREN SERVICES ACROSS GREATER HUME COUNCIL [CONT'D]

Table 3 Location, type and governance structure

Location	Service/s	Type	Governance
Burrumbuttock	1	Preschool	Incorporated
Culcairn	1	Preschool	Incorporated
Henty	2	Preschool Long Day Care	Incorporated Wodonga CEC
Holbrook	1	Long Day Care	Incorporated
Jindera	3	Preschool Family Day Care Long Day Care	Incorporated Council St Johns (Private)
Walla Walla	1	Long Day Care	Wodonga CEC

At the time of the consultation, most services were operating for a minimum of 3 days per week (week days). GHC Family Day Care (FDC) is the only provider offering some after hours and weekend services. This is dependent on educators' availability at these times which at this point, is limited.

4. Service profile

As stated, service types vary between approved preschools, family day care and long day care services. Table 4 below provides a summary of the services currently provided in Greater Hume Council.

Table 4 Children Services in Greater Hume

Location	Hours	Days /wk	Places <2yrs	Places 2-5 yrs	Before school	After School	Vacancies
Burrumbuttock	9.30-3pm/3 days	3	Nil	20/day 3days/ wk	0	0	Yes 3-4yrs group
Culcairn	Mon-Tues 8.30-4pm Wed & Thur 8.30 - 5.30	4	8	40	0	6	Yes - varies
Henty	Mon 8.30-12.30 Tues-Fri 8am-6pm	3	0	41	5	12	Yes fluctuates
Henty CEC	Mon - Fri 7.30am - 6pm	5	Total 12		0	0	Yes 18
Jindera	Monday to Friday 08.15-4.00	5	0	31	10	15	Yes- varies 3yrs/4yrs
Jindera GHC	Monday to Friday 8.30 - 4.30 (weekend/overnight care)	7	21	41	21	15	Yes 118
St Johns Jindera	0830-6pm	5		30	Yes	Yes	Yes (few)

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REVIEW OF CHILDREN SERVICES ACROSS GREATER HUME COUNCIL [CONT'D]

Location	Hours	Days /wk	Places <2yrs		Places 2-5 yrs	Before school	After School
Walla Walla CEC	Mon - Thurs 0830 - 50 Preschool Wed- Thurs 9am - 4.30	4	Total 10		0	0	Yes 15
Holbrook	Mon-Fri 6.45am-5.45pm	5	8	40	5	8	Yes 4-5/day

The total number of children receiving services has not been calculated as some of the data relates to the same child. For example, the same child will participate in before and after school care, or attending preschool on more than one occasion per week.

Greater Hume Council Family Day Care (services in GHC)

Greater Hume Children Services includes:

- Family Day Care
- Family Day Care In Venue Care
- Playgroup sessions

The service caters for full-time, part-time, casual, overnight care, weekend care, before and after school and vacation care, however very few educators provide services after hours.

Table 5 describes the service distribution across GHC noting that Culcairn and Holbrook currently do not have any educators and therefore no children in care.

Table 5 Greater Hume Children Services Profile in GHC

	Educator/s	Children (Number of children enrolled)
Burrumbuttock	1	21
Culcairn	0	
Henty	1	11
Holbrook	0	
Jindera	4	84
Walla Walla	1	14
Total	7	130

Leadership

The Directors of each of the local preschools/early learning centres showed passion and pride in what they had achieved and were champions for their centre. They were committed to quality early childhood services, connected with their community and showed a great deal of interest in improving their environment and service. They also mentioned their gratitude to Council for visiting and showing an interest in their service.

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REVIEW OF CHILDREN SERVICES ACROSS GREATER HUME COUNCIL [CONT'D]

5. Governance and collaboration

All approved preschools within the shire are members of the Albury and District Partnering Group. The Group supports each other with sharing of policies, programs and resources. Their catchment extends across North East Victoria and the Murray Riverina region, meeting once a term in Howlong. Unfortunately Holbrook Early Learning Centre, although offering a preschool program, is not an approved preschool and as such has not been invited to join the partnering group.

Most services expressed interest in establishing some form of collaboration between committees of management. Topics of interest included strategic planning, governance, policy, problem solving, possible group purchasing, and general sharing of information.

Most services were interested in Council initiating a collaborative structure by hosting a meeting of services once per term.

Interest was also expressed for training programs such as grant writing, accessing and interpreting data e.g.; ABS, and early childhood programs and parenting programs e.g. guest speaker events. Several speakers were suggested. It is recommended that the potential alliance/collaborative group would be in a better position to coordinate such an event.

Funding environment

Services were asked about the challenges they are facing. The funding environment was the most significant challenge mentioned, also the financial capacity of some families to pay for before and after school care (not subsidised). Services felt they could be doing more if they had the funding and flexibility to do so. One service mentioned not being able to access funded places and therefor families are bypassing them and going to Albury for care.

Loss of funding under the current Community Support Program (CSP) from 1 July 2018 is an issue for GHC Family Day Care and Holbrook Early Learning Services. One service mentioned that before and after school care was running at a loss, however they wanted to continue to provide the service as they do not attract a subsidy.

6. Competition

Competition was also mentioned, particularly if there is more than one provider or when they are located within close proximity e.g. Burrumbuttock/Walla Walla. Children attending Jindera Preschool and Burrumbuttock Preschool came from their respective town/village as well as from Walla Walla, the western area of Greater Hume and other surrounding areas. St Johns has children coming out from Albury-Wodonga for a rural experience. These services also mentioned competition with Albury services as children are more likely to attend a preschool close to where their parents (mothers) work.

7. Workforce

Overall, most services did not have staffing issues, however Holbrook Early Learning Service has experienced ongoing workforce issues and has recently sponsored a new staff member under the Australian Government skilled migration programme.

Most services expressed the need for access to local children services training, particularly for sick and annual leave replacement. This information has been noted and Council will collaborate with the services to engage a registered training provide to deliver the Certificate III in Children Services (minimum qualification).

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REVIEW OF CHILDREN SERVICES ACROSS GREATER HUME COUNCIL [CONT'D]

8. Facilities

Most services were located in older buildings that had been renovated and extensions added to accommodate the service. Where extensions had been added, funding had prohibited the installation of amenities causing issues for programs.

For example, the Burrumbuttock service is located in a former church hall which has structural issues as well as problems with heating and cooling. Regardless, the passion the staff and families have for the facility is evident with extensive outdoor play areas and covered areas for children to enjoy.

9. Funding/grants

Each service would like to access funding to extend, update or maintain their facilities, some have had success with special grants. At present most services are ineligible to apply due to the funding criteria requiring services to be growing to meet demand. In most cases, numbers were either static or there had been a slight decrease this year.

Redevelopments and upgrades were a priority for Burrumbuttock, currently located in an older church hall, and Holbrook with dated infrastructure. Jindera Preschool was interested in expanding onto vacant land next door and Culcairn needed additional bathroom amenities and new fencing.

Future Plans

As stated, future plans related to capital works and varied from the rather urgent need to upgrade the facility (Burrumbuttock) to needing additional room for more places.

Of interest was the expressed need to extend facilities, this is regardless of the shire's demographic data (except Jindera), suggesting there is little growth in the number of 0-4 yrs age group.

Other plans included Council's family day care service's interest in offering complementary services such as a walking school bus, parenting support programs and other support services, however it is limited by the funding available for these types of services. Additionally, Jindera Preschool is interested in long day services for 0-6yrs as people are now accessing these services in Albury-Wodonga.

BUDGET IMPLICATIONS

Nil

CONCLUSION

Overall, services were satisfied with their business models and whilst they were interested in collaborating and supporting each other, there was a definite need for Holbrook Early Learning Service to be linked in some way.

Expectations of Council were not onerous. Services were most interested in having the information and support required to expand or redevelop existing facilities. They appeared to appreciative of the onsite visit and were grateful for the interest shown by Council.

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REVIEW OF CHILDREN SERVICES ACROSS GREATER HUME COUNCIL [CONT'D]

RECOMMENDATION

That Council:

1. include all children service providers in the funding and community development grant database
2. initiate a meeting with children service providers with a view to supporting the establishment of a collaborative structure to be driven by the services.
3. assist in the delivery of children's services qualifications
4. facilitate local training on the following topics making them available to preschools and other community/sporting/volunteer groups
 - Strategic planning
 - Governance
 - Grant writing, including gathering and analysing the relevant data;
 - Alliances and other collaborative structures; how to develop terms of reference, memorandum of understandings or similar processes to support collaborative arrangements between organisations and community groups.

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3. OPTUS – RENEWAL OF EXISTING LICENCE

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

For Council to consider the renewal of a lease to Optus Mobile Pty Ltd.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Council is in receipt of a request from Optus seeking Council's consent to the renewal of an existing Agreement to Licence on property located within Lot 6 DP 9695, 55 Gordon Street, Culcairn. Copy of plan is attached in **ANNEXURE 7**.

Lessee: Optus Mobile Pty Ltd

Property Leased: Part of the land described as being part of the premises known as Lot 6 DP 9695, 55 Gordon Street, Culcairn.

Permitted Use: Optus Mobile Pty Ltd will use the Premises for the purpose of constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering and replacing Telecommunications equipment consistent with the evolving nature of telecommunications services.

Term: Five Terms of Five Years.

Commencement date: Effective 3 November 2017 (expiration of existing licence).

Rent: \$15,000 gross exclusive of GST. This is a gross rent and is inclusive of all rates, taxes, statutory and outgoings in respect of the land and Premises.

Optus has a standard form of licence which is proposed to be utilised as the basis for the agreement. Optus will reimburse Council's legal costs up to \$1,500 for Council's solicitors to review the agreement prior to execution.

BUDGET IMPLICATION

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

CONCLUSION

The proposed Optus Mobile lease will enable the provision of high quality mobile services to the local community. The lease will define the conditions of tenure and the roles and responsibilities of both Council and the tenant.

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OPTUS – RENEWAL OF EXISTING LICENCE [CONT'D]

RECOMMENDATION

That:

1. authority be granted to enter into a lease for Part Lot 6 DP 9695, 55 Gordon Street, Culcairn to Optus Mobile Pty Ltd. in accordance with the terms set out in this report.
2. the Mayor and General Manager be authorised to sign the lease to Optus Mobile Pty Ltd for Part Lot 6 DP 9695, 55 Gordon Street, Culcairn under the Common Seal of Council.

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4. POLICY DEVELOPMENT

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present new and revised policies for consideration.

RERERENCE TO DELIVERY PLAN ACTION

Strategy Plan and lead good governance having a clear framework for strategic planning, policies, procedures and service standards and financial sustainability with effective financial management that is transparent and accountable

Action 1.1.1.1 Establish and implement a structured policy review process including subscription to legislative updates service

DISCUSSION

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

Corporate Credit Card Use Policy (Reviewed policy)

This policy was reviewed in accordance with policy review schedule and amended to include conditions relating to the authorisation of corporate credit cards issued to the General Manager and Director Corporate & Community Services and the inclusion of Terms and Conditions agreement. A copy of the draft revised policy is attached as **ANNEXURE 8**.

BUDGET IMPLICATIONS

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

CONCLUSION

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

RECOMMENDATION

That the Greater Hume Council Corporate Credit Card Use Policy be adopted.

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5. POLICY REVIEW - GREATER HUME CHILDREN SERVICES POLICIES

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

REASON FOR REPORT

To present three Greater Hume Children Services policies for adoption.

REFERENCE TO DELIVERY PLAN ACTION

Statutory matter.

DISCUSSION

Following a review of all policies it was determined that as a business unit of Greater Hume Shire Council it was appropriate for all Greater Hume Children Services policies to transition to the Council template. Apart from reformatting, there have only been minimal changes made to the terminology used in the content of the policies included in **ANNEXURE 9**, which are listed as follows:

- Dealing with Medical Conditions Policy
- Delivery and Collection of Children Policy
- Emergency and Evacuation Policy

BUDGET IMPLICATIONS

There are no foreseen implications to the budget.

CONCLUSION

Greater Hume Children Services is required under the National Law and Regulations (comprising the Education and Care National Law and the Education and Care Services National Regulations), to hold policies and procedures relating to the care and safety of registered children in care.

As a business unit of Greater Hume Council it is appropriate to have all policies uniform with those of Council.

RECOMMENDATION

That Council adopt the following *reformatted policies* as follows:

1. Dealing with Medical Conditions Policy
2. Delivery and Collection of Children Policy
3. Emergency and Evacuation Policy

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6. AUDIT, RISK & IMPROVEMENT COMMITTEE

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present recommendations from the Audit, Risk and Improvement Committee meeting held 1 May 2018 for consideration by Council.

RERERENCE TO DELIVERY PLAN ACTION

Strategy	Plan and lead good governance having a clear framework for strategic planning, policies, procedures and service standards and financial sustainability with effective financial management that is transparent and accountable
Action 1.1.1.7	Implement effective risk management programs to minimise Council's exposure to risk and ensure continuity of critical business functions

DISCUSSION

Council's Audit, Risk and Improvement Committee met on 1 May 2018 and a number of recommendations were made by the Committee which require consideration by Council.

As Councillors would be aware, at the April 2018 meeting Council adopted a revised Audit, Risk and Improvement Committee Charter. Under Section 3 of the Charter, the composition of the Committee is to comprise of two Councillors of Greater Hume Council and not fewer than two nor more than three independent external members, one of whom will be the chair. At present, the Committee has only one independent member who is the Chair. As such, the Committee has recommended that advertising commence for the recruitment of at least one additional independent Committee member.

The Committee also discussed the current contract for internal audit services between Council and Crowe Horwath. The current contract commenced 1 September 2015 and concludes 30 June 2018. The contract does however allow for the extension of the contract term at the discretion of the Audit, Risk and Improvement Committee. That being the case, the Committee passed the following resolution:

RESOLVED [Cr Osborne/David Maxwell]

That:

- 1. The Internal Audit Charter be renamed to Internal Audit Contract Service Requirements*
- 2. The committee recommends to Council that the existing internal audit contract with Crowe Horwath be extended for a period of 12 months to 30 June 2019*
- 3. That Council call for expressions of interest for internal audit contract services in Feb 2019 for the period commencing 1 July 2019*
- 4. The internal audit program for 2018/2019 be based on three identified risks being Risk Management – Operational Risks, Payroll and Playground Maintenance and that a workshop be convened with Crowe Horwath in July 2018 to review the internal audit program and possibly reschedule the third assignment if other emerging risks are identified during the course of the workshop.*

BUDGET IMPLICATIONS

All costs associated with the internal audit function are met from existing budget allocations.

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AUDIT, RISK & IMPROVEMENT COMMITTEE [CONT'D]

CONCLUSION

Council's Audit, Risk and Improvement Committee met on 1 May 2018 and a number of recommendations were made by the Committee which require consideration by Council.

RECOMMENDATION

That Council:

1. call for expressions of interest from suitably qualified and experienced persons seeking appointment as independent external members of the Audit, Risk and Improvement Committee
2. extend the existing internal audit contract with Crowe Horwath for a further period of 12 months concluding 30 June 2019
3. call for expressions of interest for internal audit contract services in February 2019 for the period commencing 1 July 2019

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ENGINEERING

1. POLICY DEVELOPMENTS

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To present revised policies for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Not Applicable

DISCUSSION

Development and enhancement of Council's Policy Register is continuing. Along with the reformatting to Council's branding template, the following changes have been made:

1. Tree Management Policy
 - updating of the Australian Standards
 - removal of Tree Management ACT 2006 (this ACT doesn't exist anymore)
 - included Trees (Dispute Between neighbours) ACT 2006 No.126 under References and Relevant Legislation no other changes have been made to the following
 - added ENG – Tree Inspection Assessment and Recommendation Form under Links to Forms.

2. Water Restriction Policy
 - included Purpose and Scope details
 - updated references

These policies are included in **ANNEXURE 10**.

BUDGET IMPLICATIONS

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

CONCLUSION

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

RECOMMENDATION

That the following policies be adopted:

1. Tree Management Policy
2. Water Restrictions Policy

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PART B - ITEMS FOR INFORMATION

GOVERNANCE

1. 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
4 July 2018	TBD
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.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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2. 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>

- 18-12 Management of unsolicited proposals received by councils Council Circular
- 18-11 Companion Animals Regulation 2008 Review Council Circular
- 18-10 Final Code of Accounting Practice and Financial Reporting (update 26)
- Council Circular

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

3. 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.

- Annual Fire Safety Statements
- National Reconciliation Week 2018
- Apply for a Community Heritage Grant
- Recycling Relief Fund
- NSW Climate Change Adaptation Survey
- Product Impact Management Strategy
- Review of EPA Operations Guides for Local Government
- Product Stewardship Review
- Asbestos Services Survey
- Small Business Friendly Councils Workshop
- Companion Animals Regulation

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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4. 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 11**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

5. 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 12**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

CORPORATE AND COMMUNITY SERVICES

1. CUSTOMER REQUEST MODULE – SUMMARY OF MONTHLY REQUESTS

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

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2. STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 30 APRIL 2018

The statements of bank balances and investment report as at 30 April 2018 are attached at **ANNEXURE 13**.

3. HUMAN RESOURCES REPORT FOR APRIL 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.

The following staff commenced duties with Council during the April 2018 period:

- Henry Standley Trainee Assessment Officer

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

- Thomas Beavis Bitumen Operator

Council will be commencing the staff annual Performance Appraisal during May. This process assesses an employee's job performance and productivity in relation to certain criteria and organisational objectives. The process facilitates communication and provides for an opportunity to discuss accomplishments and potential future improvements for both the staff member and the organisation.

It is expected that Performance Appraisals will be completed for all staff prior to 30 June 2018.

The All Staff event was held on Thursday 10 May and an updated report will be presented at the next meeting.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For councillors' information.

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ENGINEERING

1. APRIL 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.

Regional Roads Block Grant:

General maintenance including guide posts and repairing edge breaks is continuing on all Regional Roads.

Reseal on two sections of Jingellic Rd (MR331) has been completed.

Blackspot Project on Culcairn Holbrook Rd (MR331) between Mitchells Rd and Morven is continuing. The first 800m from Morven has been completed.

Reseal on Lookout Rd, from Walbundrie Rd to Walla Walla has been completed.

Local Roads

Sealed:

Road reconstruction and widening of Pioneer Dr from Urana Rd to Pech Ave has been completed, except for footpath construction.

General pavement maintenance on local roads has been carried out.

Unsealed:

River Rd, Rosedale Rd, Kiley Rd and Plunketts Rd have undergone resheeting in April. This completes the resheeting program under the natural disaster funding.

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

- Burma Rd
- Coach Rd
- Fielder Moll Rd
- River Rd

Urban Streets:

Road reconstruction of Urana St, Jindera between Adams St and Molkenntin Rd has been completed. This included road stabilisation and gravel overlay.

Concrete channel works in Bond St, Holbrook is approximately 80% complete. Roadworks are to commence in May.

General:

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

A new disabled access ramp and parking bay was installed in Railway Pde, Culcairn and Urana St, Jindera.

A fence has been erected in Dight St, Jindera surrounding a culvert outlet to provide safety for pedestrians.

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APRIL 2018 REPORT OF WORKS [CONT'D]

Linemarking in Albury St, Holbrook has been completed.

Drainage pits in Spurr St, Holbrook have been repaired.

The following roads have undergone culvert repairs under the natural disaster funding during the month of April: Odewahns Rd, Morven Cookardinia Rd, Quartz Hill Rd, Gerogery Rd and Barkers Rd.

Roadworks, footpath and kerb installation at the Jindera Recreation Reserve is complete, apart from landscaping and linemarking.

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	\$416,666.67	\$392,475.22	\$24,191.45	
Rural Roads Sealed	\$709,890.00	\$591,575.00	\$603,232.64	-\$11,657.64	Rural Sealed - 91% Rural Unsealed - 92% - essential maintenance undertaken
Rural Roads Unsealed	\$1,150,979.00	\$959,149.17	\$1,009,327.97	-\$50,178.80	
Street Tree Maintenance	\$252,000.00	\$210,000.00	\$159,305.74	\$50,694.26	

Regional Roads Program	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Regional Roads Maintenance	\$946,698.00	\$788,915.00	\$1,013,334.24	-\$224,419.24	Regional Roads overall are at 82% spent – awaiting final resealing program accounts

Sportsgrounds, Parks & Public Toilets	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Sportsground Maintenance	\$114,802.00	\$95,668.33	\$102,480.33	-\$6,812.00	Overexpenditure to be offset from underexpenditure in Public Toilet and Street Tree Budget
Parks & Gardens Maintenance	\$226,129.00	\$188,440.83	\$236,269.20	-\$47,828.37	
Public Toilets Maintenance	\$159,308.00	\$132,756.67	\$115,422.79	\$17,333.88	

NB : Sportsground Maintenance excludes annual GHC contribution payment

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2. WATER & SEWER REPORT – APRIL 2018

Capital Works Program:

- Jindera sewer pump station 5 upgrade – WIP
- Holbrook sewer pump station 4 replace fibreglass chamber - WIP

Operation & Maintenance:

- Water meter replacements – Jindera area
- New water connection – Lot 184 Mcleod St, Gerogery West
- New water connection – Lot 2 Drumwood Rd, Jindera
- New water connection – 9-11 King St, Brocklesby
- Water main repair – Urana Rd- 300m North of Beach Rd East, Burrumbuttock
- Water main repair – Perry St, Brocklesby
- Water service repair – 7 Buckland Crt, Burrumbuttock
- Water service repair – Recreation St, Brocklesby
- Water service repair – 80 Munro St, Culcairn
- Water service repair – Lindner Rd, Jindera
- Sewer choke – 5 Spurr St, Holbrook
- Sewer choke – 142 Albury St, Holbrook
- Sewer choke - 85-87 Watson St, Jindera

Drinking Water Monitoring Program:

- 8 x Water samples for Microbial Water Analysis submitted in the month of April 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 – 30 April 2018	2015/2016	2016/2017	2017/2018
Culcairn Water Supply (ML)	168.7	143.6	131.1
Village Water Supply (ML)	375.14	325.74	367.33
Totals (ML)	543.84	469.34	498.43

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF APRIL 2018

The schedule of development applications processed for the months of April 2018 is attached at **ANNEXURE 14**.

2. SENIOR WEEDS OFFICER'S REPORT – APRIL 2018

No report this month.

3. RANGER'S REPORT – APRIL 2018

COMPANION ANIMALS

No. of Complaints Received 22		Including: 3 barking dogs, 17 roaming dogs, dealing with 0 aggressive dogs, 2 nuisance dogs, menacing and dangerous dog compliance checks.	
No. of dog attacks: 1		Location: Jindera	Dog attack on sheep - 5 injured, 1 died from injuries. Neighbours spoken with and no dogs identified, investigations continuing
Comments:			
		Dogs	Cats
In Council's Facility at Beginning of Month		1	
Captured & Returned to Owners		8	
Captured & Impounded		5	3
Released from Pound to Owners		4	
Surrendered by Owners		1	
Rehomed			
Euthanased		1	2
Remaining in Council's Facility at End of Month		1	1

FERAL CATS

No. of Complaints:	4
No. Feral Cats caught:	7

LIVESTOCK

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

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RANGER'S REPORT [CONT'D]

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

- Kangaroo - Olympic Highway Gerogery .
- Wombat – Holbrook.

ABANDONED VEHICLES

- Jindera – removed by owner.
- Culcairn - removed by owner.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted: 1 Order issued. 3 Blocks mown by Council contractor.
Pollution: Noise	Jindera – barking – warning and 14 day notice to register dogs issued. Ongoing monitoring. Jindera – barking – warning Issued. Ongoing monitoring. Jindera – barking – warning Issued. Ongoing monitoring. Holbrook – excessive chickens and roosters.
Pollution: Waste	Rand – business dumping waste on private property. Clean-up Notices issued to the business responsible and to the property owners. Ongoing inspections for compliance. Holbrook – dumping on private property. Owner issued a verbal clean-up notice and complied. Holbrook - roadside dumping Wagga Road, Council employee removed.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections	2	1	1
Pre-Purchase Inspections	2		2
OSMS Orders issued	1		
OSMS Orders Compliance Inspections	4	4	
Plumbers Site Inspections	4		
OSMS Upgrade Applications Received			
OSMS Approvals To Do Works Issued			
OSMS Approvals To Operate Issued			
AWTS Service Contract Renewal Letters	8		
Local Government Application Approvals			
Local Government Approval Inspections	1	1	
Local Government Approval Soil Report Assessments			

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RANGER'S REPORT [CONT'D]

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.
- Noise monitoring.
- OSMS Policy and file compliance updating.
- Property inspections unsightly and excessive cars.
- Holbrook Landfill site works.
- Landfill cameras check.
- Legal training Deniliquin.
- Truck parking issues Culcairn.
- Alarm responses Council buildings.

RECOMMENDATION

That Part B of the Agenda be received and noted.

PART C – COMMITTEE AND DELEGATE REPORTS

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

- Minutes of the Greater Hume Youth Advisory Committee Meeting held on 5 April 2018
- Minutes of the Henty Community Development Committee Meetings held on 30 April 2018
- Minutes of the Culcairn Community Development Committee Meetings held on 10 April 2018
- Minutes of the Greater Hume Council Audit, Risk and Improvement Committee Meeting held on 1 May 2018
- Minutes of the Murray Arts Board meeting and the minutes of Annual General Meeting held on held on 26 April 2018

DELEGATE REPORTS

Nil.

RECOMMENDATION

That Part C of the Agenda be received and noted.