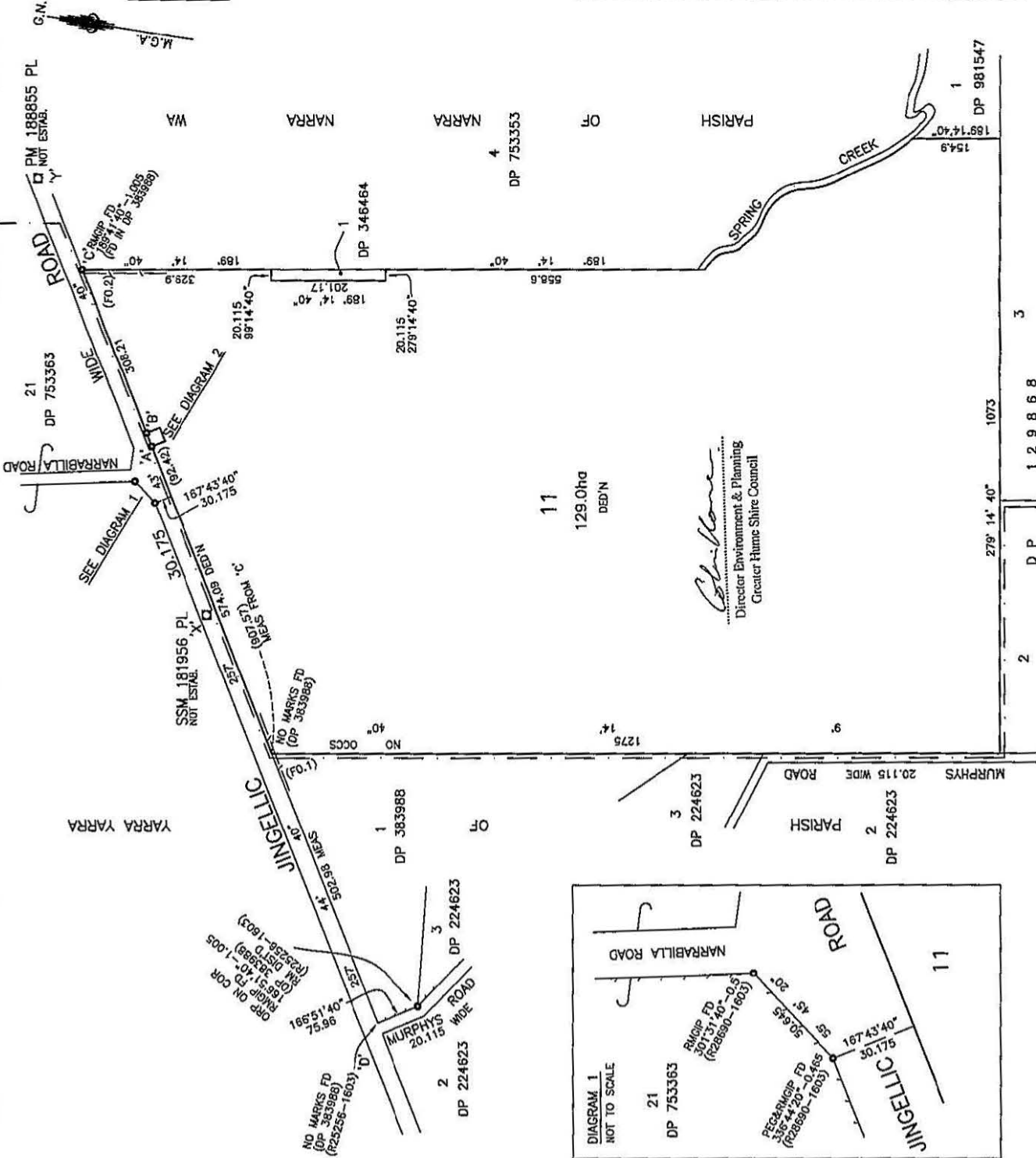


WARNING: CREASING OR FOLDING WILL LEAD TO REJECTION

PLAN FORM Z (A2)



CLAUSE 12(2)(A) AND CLAUSE 70(2)
OF THE SURVEYING AND SPATIAL INFORMATION REGULATION 2017

MARK	M.G.A. EXISTING	M.G.A. NORTHING	CLASS	ORDER	METHOD	ORIGIN
PM 188855	543.567560	6.043.323435	D	U	CORS RTK PLACED	
SSM 181956	542.551366	6.043.079432	D	U	CORS RTK PLACED	

M.G.A. CO-ORDINATES OBTAINED FROM SCMS AS AT 1 FEB 2018
COMBINED SCALE FACTOR 0.999573 ZONE 55

GNSS VALIDATION SCHEDULE

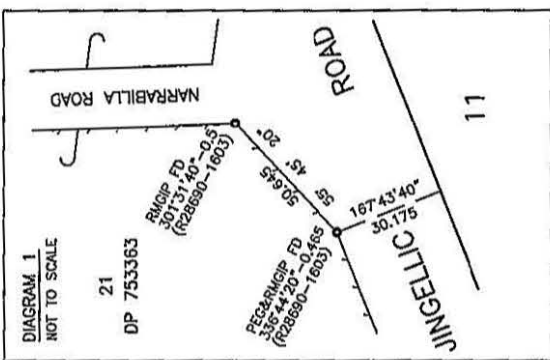
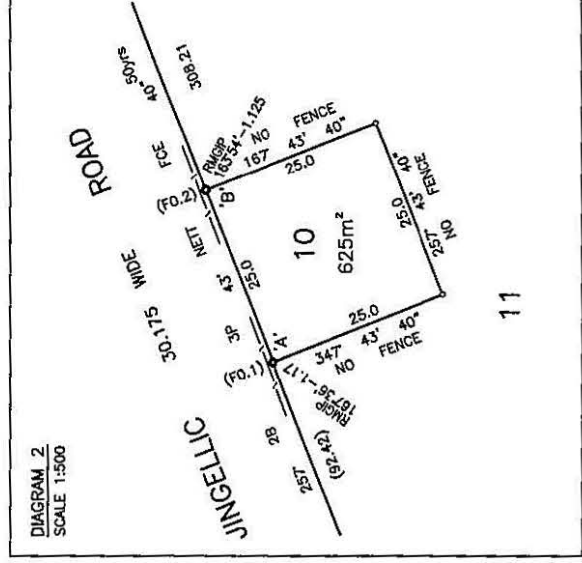
FROM	TO	GRID BEARING	DISTANCE	METHOD
PM 188855	PM GIP PL AT 'B'	255°20'33"	674.207	CORS RTK
		255°20'33"	674.202	CADASTRAL TRAVERSE

PERMANENT MARK CONNECTIONS

SSM 181956 - PM 188855	75°29'53"	1045.522	MEAS
SSM 181956 - COR 'A'	75°50'30"	346.8	MEAS
PM 188855 - COR 'B'	255°14'50"	674.18	MEAS

'C' - 'D' 257°44'00" - 1410.55 MEAS
246°29'20" - 1410.09 DP 383988

NO MARKS FOUND ON ANY CROWN PLAN UNLESS SHOWN OTHERWISE



Surveyor: TERENCE JOHN HINCHCUFFE
Date of Survey: 21-02-2018
Surveyor's Ref: 18042

PLAN OF SUBDIVISION OF
LOT 1 DP 129868

LG: GREATER HUME
Locality: WANTAGONG
Subdivision No:
Lengths are in metres. Reduction Ratio 1:5000

Registered

DP



Burrumbuttock Tennis Club inc.

Howlong Rd Burrumbuttock NSW 2642

President: Maurice Tynan 0419 416 151

Secretary: Kylie Vandeventer 0447 766 565

Treasurer: Brad Schulz 0428 293 229

16 August 2018

The General Manager
Greater Hume Shire Council
Steven Pinnuck
39 Young Street
HOLBROOK NSW 6644

Dear Steven

The Burrumbuttock Tennis Club wish to make application to Council for a loan of \$32,000.

The loan would be used to complete the resurfacing of 2 courts which were laid 25 years ago and are in urgent need to be upgraded.

The project has been the focus of our fund raising activities for the past 2 years. These activities have included Bunnings BBQ's, Catering, Mixed and Junior Tournaments and a major raffle. These generate approximately \$3,500 to \$4,000 per year. In addition we collect Memberships and weekly ball fees, however we like to keep the memberships aside for running costs.

The club feel that we need to move forward and would like to complete the resurfacing in the near future, rather than wait until we have the finances through fund raising, hence the request for a loan.

The club feels that we could service this loan as we committed to this task and have proven this with the other projects we have completed in the last 8 years. These include a clubhouse, fencing of all courts and a retaining wall. We have been granted a loan before by Council to complete the fencing and paid this off well before the due date.

The total cost of resurfacing the courts is \$62,423.32 (less GST). We have \$10,000 to contribute and would need a grant of \$20,000 or more to complete the project plus a loan from Council.

Support for the project has come from the Recreation Ground Management Committee, Burrumbuttock Primary School and the Forum.

For the Club to grow and remain sustainable we need to upgrade these courts as soon as possible.

Your consideration of our request would be appreciated.

Yours sincerely

Jenny Jacob
For and on behalf of the Burrumbuttock Tennis Club
Public Officer/Committee Member

Corporate Credit Card Use Policy

Document Name	Document Version Number	Review Date
Corporate Credit Card Use Policy	Insert Version Number Here	Click Here to Enter Date
Date Adopted	Minute Number	Status
Click Here to Enter Date	Insert Minute Number Here	Revised

Purpose

The purpose of the Greater Hume Shire Council Corporate Credit Card Policy is to establish rules for the use of Council's corporate credit cards and the responsibilities of cardholders using Council's corporate credit cards.

The policy ensures that operational and administrative costs and the risks associated with credit card use are minimised while providing cardholders with an alternative method of purchasing goods and services on behalf of the Council.

Scope

This policy applies to all Greater Hume Shire Council Officers issued with a corporate credit card. It documents the responsibilities attached to these cards and their acceptable use.

Definitions

Nil.

Policy Content

The issue of a Corporate Credit Card is subject to the authorisation of the General Manager.

The Director Corporate and Community Services is responsible for the issue of Corporate Credit Cards to authorised personnel.

It is the responsibility of the General Manager to establish the individual credit limit having due regard to the anticipated usage of the card and the likely expenditure to be incurred monthly.

The Corporate Credit Card must be used for official purposes only.

The Corporate Credit Card may be used to meet the costs of official out-of-pocket expenses (including approved entertainment / hospitality costs).

The Corporate Credit Card should not be used for the purchase of goods and services except under exceptional circumstances.

Corporate Credit Cards are not to be used for private expenditure unless where it would prove impractical to split between business and private at the time of payment.

All private expenditure is to be immediately identified and billed to the Council officer at time of payment.

Cash withdrawals are to be limited to exceptional circumstances where immediate cash requirements are necessary, e.g. where the card is not accepted.

The total of such cash withdrawals must not exceed the estimated cost of the approved expenditure. The Corporate Credit Card holder is personally responsible / liable for Corporate Credit Card usage and charges until the expenditure is properly acquitted.

Corporate Credit Card expenditure is to be acquitted within one month of incurring the expenditure. Cardholders are not, under any circumstances, to make unauthorised deposits to their corporate card accounts.

Corporate Credit Card Use Policy

The loss or theft of a credit card must be reported immediately to the Bank and the Director Corporate and Community Services. Failure to do so could result in the officer being held personally responsible for transactions charged against the card illegally.

Authorised cardholders must comply with all directions that are issued for usage of credit cards. Cardholders should familiarise themselves with the conditions of use by the credit card provider and adhere to those conditions at all times.

All credit card statements will be inspected/internally audited at regular intervals and it will be the responsibility of each officer to verify items of expenditure by way of receipts or explanation in order to satisfy the accountability requirements of Council and its Auditors.

Links to Policy

Fraud Control Policy
Complaints Against Staff Policy
Internal Reporting (Public Interest) Disclosures Policy

Links to Procedure

Nil.

Links to Forms

Nil.

References

Nil.

Responsibility

Director Corporate & Community Services

Document Author

Director Corporate & Community Services

Relevant Legislation

Section 356, Local Government Act 1993
Clause 209, Local Government (General) Regulation 2005

Associated Records

Nil.

Corporate Credit Card Use Policy

Appendix 1 – Credit Card Terms and Conditions

CARDHOLDER NAME: _____

POSITION TITLE: _____

Approval has been granted to issue you with a Council corporate credit card. This card has been issued on the express condition that you will, at all times, comply with the requirements stipulated below.

Important Note - Managers issued with a corporate credit card are in a position of trust in regards to the use of Council funds. All expenditure charged to your credit card is subject to examination to ensure its appropriateness and compliance with the policy conditions, as outlined within the *Corporate Credit Card Use Policy*. Improper use of that trust will result in your card being withdrawn and may render you liable to disciplinary and possible legal action.

I understand and agree that:

1. My credit card is only to be used for official business purposes and that should inappropriate expenditure occur, the value of that expenditure may be recovered from the cardholder.
2. My credit card is only to be used by the person whose name appears on the card.
3. I am personally responsible and accountable for the safe keeping of the card.
4. In the event that my card is lost or stolen, I will report the loss immediately to the bank and the Director of Corporate and Community Services.
5. Any PIN issued with the card (where cash withdrawals are permitted) must not be disclosed or carried with the card.
6. Monthly Cardholder Statements are to be acquitted and reconciled within 15 days of the Statement Date
7. Once reconciled, the Monthly Cardholder Statement will be signed and certified that all charges shown are correct and were incurred for official purposes and then forwarded to the Director Corporate & Community Services for review and final authorisation.
 - a. In relation to the Director Corporate & Community Services, the Monthly Cardholder Statement will be forwarded to the General Manager for review and final authorisation.
 - b. In relation to the General Manager, the Monthly Cardholder Statement will be reviewed and authorised by the Mayor and Deputy Mayor.
 - c. I also understand that repeated failure to acquit monthly statements in a timely fashion may result in my credit card being cancelled.
8. All transaction slips (ATM and merchant purchases) together with supporting Tax Invoices are to be retained and submitted when acquitting the monthly Cardholder Statement.
9. Where no documentation is available to support a particular transaction I will provide a declaration detailing the nature of the expense and that is business related. In the event that suspected unauthorised transactions appear on the Monthly Cardholder Statement I agree to contact the Director Corporate & Community Services immediately and cooperate in the completion of the on-line NAB Transaction Dispute Form as required.
10. I will not exceed credit limits.
11. Cash withdrawals will be kept to the minimum amount in exceptional circumstances to cover the business expense and will only be taken when the expense is imminent.
12. I will not make deposits to the card account.
13. In the event of my termination of employment I will immediately return the credit card and ensure the credit card account is properly reconciled and acquitted.

Corporate Credit Card Use Policy

Signature of Cardholder _____ Name _____

Date _____ Position _____

Authorised by General Manager _____ Date _____

Draft



NSW Local Councils

Table of maximum investment exposures to approved institutions (per Ministerial Investment Order of 12 January 2011) by Long Term Rating

Long Term Rating by Standard and Poor's *Portfolio Limit* *Counterparty Limit*

Securities issued by the Commonwealth of Australia or any state of the Commonwealth or Territory	100%	100%
AA+ to AA-	100%	30%
Major Australian Banks AA- (Commonwealth, Westpac, ANZ, NAB)	100%	40%
A+ to A-	30%	20%
BBB+ to BBB	20%	10% (1)
BBB- and Unrated	(2)	\$250,000
TCorpIM Funds	100%	N/A

(1) Provided Council's exposure does not exceed 2% of the counterparty's net assets as reported in the counterparty's latest published financials.

(2) For reasons of practicality the number of these investments should be kept to a minimum.

August 15th 2018

Springvale
Burrumbuttock NSW 2642
(02) 6029 3245

Greater Hume Shire
Attention: Mr Greg Blackie
Engineering, Environmental & Planning Services
40 Balfour Street
Culcairn NSW 2660.

RE: Proposed Footpath Construction in Urana Road, Burrumbuttock

Dear Sir,

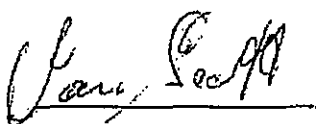
In reply to the letter dated July 30th 2018 we wish to question, and strongly object to, the automatic levy of 50% on ratepayers that the proposed footpath will front. We pay our rates and naturally expect services to be provided when funds are available, therefore the burden of an extra rate is totally unacceptable to us. We expect our village to receive extra facilities to benefit the community not a levy on a few of the residents. We agree that a path would benefit but at such a cost to the residents is extremely disappointing.

We were not aware until very recently that a petition was presented to Council and our enquiries have revealed that at the time the residents who were invited to sign were NOT informed of any cost to residents.

We understand that the path from Urana Road on a section of Howlong Road was installed at NO cost to the ratepayers in that area. Why then this levy on Urana Road residents?

The Burrum Track which runs from Howlong Road across to Urana Road is adjacent to the proposed footpath and will therefore be used by not only the local residents but visitors and no doubt including free campers from the hall area. We also note that the footpath does not front the two property owners at the South end of Urana Road who, it is obvious, are to gain the utmost use of the path. Do these residents contribute to the cost? If not, why not?

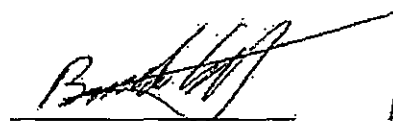
Yours sincerely



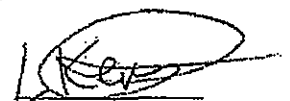
Ian Scott



Isobel Scott



Brad Scott



Lauren Kerrins