



Greater
Hume
Council

To: «Name»

Ordinary Meeting of Greater Hume Council

Wednesday, 16 September 2020

NOTICE is hereby given that an Ordinary Meeting of the Greater Hume Council will be held at Community Meeting Room, Library Complex, Library Lane, Holbrook, commencing at 6.00pm.

Due to COVID-19 restrictions regarding gatherings and the need to comply with social distancing measures, all Council meetings will be held at Holbrook Library Complex until further notice.

Also due to COVID-19 restrictions, and until further notice, residents will not be able to attend the Public Forum in person. However, should residents have an issue they wish to bring before Council, they can provide a written statement which will be distributed to councillors, and read out prior to the commencement of the meeting. Any written statement should be provided to Council by 5pm on the day preceding the meeting.

Residents will not be able to attend meetings in person. Council live streams meetings so that the public may view the proceedings of the meeting in real time or later. View the recording of the meeting at <https://bit.ly/35uKFxX>

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

Ordinary Meeting of Greater Hume Council

Wednesday, 16 September 2020

In accordance with Council's Code of Meeting Practice, this Council Meeting is being recorded and will be placed on Council's webpage for public information.

All present today are reminded that by speaking you are agreeing to your view and comments being recorded and published. You are also reminded that, if or when speaking, you are to be respectful to others and use appropriate language. Greater Hume Council accepts no liability for any defamatory or offensive remarks or gestures during this Council Meeting.

BUSINESS:

1. OPENING THE MEETING

2. PRAYER

3. 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, present and emerging".

4. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- Minutes of the Ordinary Meeting of Council – 19 August 2020

6. ACTION REPORT FROM THE MINUTES

7. DISCLOSURES OF INTERESTS

8. MAYORAL MINUTE

9. NOTICES OF MOTIONS

10. MAYORAL AND DEPUTY MAYORAL ELECTIONS

11. REPORTS FROM OFFICERS

PART A For Determination

- Environment and Planning
- Governance Items 3 to 11
- Corporate and Community Services
- Engineering
- Item to be referred to Closed Council

PART B To Be Received and Noted

- Governance

PART C Items For Information

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

PART D Items for Information

12. MATTERS OF URGENCY

13. COMMITTEE OF THE WHOLE - CONFIDENTIAL CLOSED COUNCIL REPORT

14. CONCLUSION OF THE MEETING

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**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

MAYORAL MINUTE

1. MAYORAL REPORT, SEPTEMBER 2020.

Today, I take great pride in presenting my Mayoral Report.

The last twelve months have been some of the most difficult of times during my council experience, beginning in 1987.

For most of the residents of our great shire, many have experienced the worst of times beginning with the very dry season, with a hot early start to the devastating fire season, which decimated some properties in the south eastern area of the shire, and then quickly followed in that area, with some very heavy rainfall impacting on the fire affected ground. No sooner had the fire and summer season calmed down, all of us were quickly coming to terms with the Coronavirus 19 infections, not only here but across the country.

I am very pleased to say, and want to congratulate and thank sincerely all the hardworking volunteers within our Council staff, who stepped up to confront the fire situation, which persisted for several weeks, before being brought under control. We cannot thank those people enough for their dedication and generosity.

Despite all of the above, the General Manager and his senior team, have worked extremely hard in tackling some of Council's biggest challenges, being services to our early learning centres, securing road funding for local roads including Coppabella Road, Cummings Road and Fellow Hills Road, all very important sections of our large road network.

All areas of Council's operations are operating well and grateful thanks are due to all staff for their invaluable input to assist in getting good outcomes for our residents, going into the future.

I especially sincerely thank Mr Steven Pinnuck, and his senior staff, Mr David Smith, Mr Greg Blackie, and Mr Colin Kane for their dedication to improving the services for the residents of the Greater Hume Council over the past twelve months.

Councillor Heather Wilton.

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GOVERNANCE

1. MAYORAL ELECTION

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To detail the procedures for the conduct of the election of the Mayor up until the next local government elections on 4 September 2021.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil.

DISCUSSION

With the postponement of the September 2020 local government elections, the NSW Office of Local Government has issued Circular 20-29 to provide guidance on the election of the Mayor and Deputy Mayor for the next twelve months.

The Mayor elected at the September 2020 Council meeting will hold their office until the ordinary elections are held on 4 September 2021. All other statutory obligations for the election of the Mayor and Deputy Mayor remain unchanged.

Clause 394 of the Local Government (General) Regulation 2005 requires that the election of mayor by the councillors be conducted in accordance with the provisions of Schedule 7 as follows:

“Returning Officer

The General Manager, or a person appointed by the General Manager, is to be the returning officer.

Nomination

A councillor may be nominated without notice for election as mayor or deputy mayor.

The nomination is to be made in writing by two or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

The nomination is to be delivered or sent to the Returning Officer.

The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

Election

If only one councillor is nominated, that councillor is elected.

If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, ordinary ballot or open voting. (Preferential ballot and ordinary ballot are both conducted as “secret” ballots. Open voting means voting by show of hands.)

Result

The result of the election is to be declared by the returning officer at the meeting at which the election is held.”

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MAYORAL ELECTION [CONT'D]

Voting by ordinary or preferential ballot is also detailed in Schedule 7 and a copy has been attached as **ANNEXURE 1** for councillors' information.

Nomination papers were distributed at the workshop held on Wednesday, 9 September.

BUDGET IMPLICATIONS

Mayoral allowance of \$26,530 per annum has been approved with adoption of 2020/2021 Delivery Plan and Estimates of Income and Expenditure. This includes a payment of \$4,236 to the Deputy Mayor from the mayoral allowance.

CONCLUSION

A statutory requirement under section 290 of the Local Government Act, 1993.

RECOMMENDATION

That:

1. In the event of more than one nomination being received, Council determine, by resolution, the method by which the election of the mayor is to be conducted.
2. Council elects a mayor for the period 16 September 2020 to 3 September 2021.

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2. DEPUTY MAYORAL ELECTION

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To detail the procedures for the conduct of the election of the Deputy Mayor for the ensuing 12 months.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil.

DISCUSSION

As advised in the previous report the deferral of the September 2020 local government elections has necessitated the election of a Deputy Mayor until the local government elections on 4 September 2021.

This report outlines the process required for the election of Deputy Mayor for the ensuing 12 month period.

Clause 394 of the Local Government (General) Regulation 2005 requires that the election of deputy mayor by the councillors be conducted in accordance with the provisions of Schedule 7 as follows:

“Returning Officer

The General Manager, or a person appointed by the General Manager, is to be the returning officer.

Nomination

A councillor may be nominated without notice for election as mayor or deputy mayor.

The nomination is to be made in writing by two or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

The nomination is to be delivered or sent to the Returning Officer.

The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

Election

If only one councillor is nominated, that councillor is elected.

If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, ordinary ballot or open voting.

(Preferential ballot and ordinary ballot are both conducted as “secret” ballots.

Open voting means voting by show of hands.)

Result

The result of the election is to be declared by the returning officer at the meeting at which the election is held.”

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DEPUTY MAYORAL ELECTION [CONT'D]

Voting by ordinary or preferential ballot is also detailed in Schedule 7 and a copy has been attached as **ANNEXURE 1** for councillors' information.

Nomination papers were distributed at the Workshop held on Wednesday 9 September.

BUDGET IMPLICATIONS

A mayoral allowance of \$26,530 per annum has been approved with adoption of 2020/2021 Delivery Plan and Estimates of Income and Expenditure. This includes a payment of \$4,236 to the Deputy Mayor from the mayoral allowance.

CONCLUSION

Council can choose to elect a Deputy Mayor if it so desires.

RECOMMENDATION

That:

1. In the event of more than one nomination being received, Council determine, by resolution, the method by which the election of the deputy mayor is to be conducted.
2. Council elects the deputy mayor for the period 16 September 2020 to 3 September 2021.

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OFFICERS' REPORTS – PART A - FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. POLICY DEVELOPMENT

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

To present the revised Footway Dining and Temporary Structures on Footway (Road Reserve) Policy for Council's consideration.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective We lead a vibrant, connected and inclusive community

Outcome 1.1 Leadership and advocacy is demonstrated and encouraged in our communities.

DISCUSSION

Development and enhancement of Council's Policy Register is continuing and the Footway Dining and Temporary Structures on Footway (Road Reserve) Policy is now presented for consideration by Council.

A minor change was made to make reference to access on footways for people with disabilities and update names of government agencies. The Footway Dining and Temporary Structures on Footway (Road Reserve) Conditions and Procedure Manual has been updated with current government agency names. A copy of the revised policy and manual is attached as **ANNEXURE 2**.

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 Greater Hume Council Footway Dining and Temporary Structures on Footway (Road Reserve) Policy as amended be adopted.

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GOVERNANCE

Items 1 and 2 reports earlier in this agenda.

3. COUNCIL MEETING VENUES AND MEETING TIMES

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To set the frequency, time and venue for Council's meeting schedule, for the period October 2020 to September 2021.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective	We lead a vibrant, connected and inclusive community
Outcome 1.1	Leadership and advocacy is demonstrated and encouraged in our community

DISCUSSION

Since the formation of Greater Hume Council meetings have rotated between the townships of Culcairn and Holbrook with two meetings being held at other centres across the shire. In the 2019/2020 year, the November meeting was held at Henty and the March meeting was held at Lankeys Creek.

Due to COVID restrictions, recent Council meetings have been held at the Holbrook Library Complex Meeting Room to ensure that social distancing can be maintained. Further at the July meeting Council resolved the following:

That:

- 1. all future Council meetings be held at the Holbrook Library Complex meeting room (other than the March and November meetings)*
- 2. a fit for purpose audio visual system be installed to facilitate effective electronic communications*
- 3. \$15,000 be allocated from an unspent budget for external assistance for service reviews and*
- 4. \$20,000 be reallocated from offsite records storage and disposal.*
- 5. Council investigate avenues for external funding to install a similar technology system at the Culcairn Chamber*

Quotations have been sought using a mix of existing and new equipment and once installed at Holbrook opportunities to install similar equipment at Culcairn will be investigated.

Further Circular 20-28 advises that where councils exclude members of the public from meetings, they must livestream their meetings using audio-visual links to satisfy the requirement under section 10 of the Local Government Act 1993 for members of the public to be permitted to "attend" meetings. With these restrictions in mind it is recommended that Council continue to hold monthly meetings at Holbrook for the remainder of the 2020 Calendar year or until COVID restrictions have been eased. A further report on Council meeting venues can be submitted to the December 2020 Council meeting.

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COUNCIL MEETING VENUES AND MEETING TIMES [CONT'D]

Predominately Council has been meeting on the third Wednesday of each month with a public forum immediately preceding the meeting and commencing at 6.00pm. Again due to COVID restrictions the public forum has been modified to limit the number of people attending meetings.

Section 365 of the Local Government Act, 1993 requires a Council to meet at least 10 times each year, each time in a different month. Council will still be in compliance with Section 365 of the Local Government Act, should Council resolve not to schedule a meeting in January 2020 as has been the practice for several years.

The table below outlines the proposed meeting schedule taking into account the local government elections to be held on Saturday 4 September 2021.

DATE	LOCATION
Wednesday, 21 October 2020	Holbrook
Wednesday, 18 November 2020	Holbrook
Wednesday, 16 December 2020	Holbrook
Wednesday, 17 February 2021	TBC
Wednesday, 17 March 2021	TBC
Wednesday, 21 April 2021	TBC
Wednesday, 19 May 2021	TBC
Wednesday, 16 June 2021	TBC
Wednesday, 21 July 2021	TBC
Wednesday 18 August 2021	TBC
September 2021 Council meeting to be set once local government election has been declared	

BUDGET IMPLICATIONS

Adequate allocations have been made within the 2020/2021 Estimates of Income and Expenditure for the conduct of Council meetings, extraordinary meetings and workshops.

CONCLUSION

Council's meeting frequency, venues and times has worked well over the past 12 months, however to adequately live stream meetings and meet COVID restrictions it is proposed that the October, November and December meetings of Council will be held at Holbrook with a further report to the December Council meeting, detailing venues for future meetings.

It is not considered appropriate to identify remote locations until such time as public galleries can be accommodated.

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COUNCIL MEETING VENUES AND MEETING TIMES [CONT'D]

RECOMMENDATION

That:

1. Council adopt the following meeting schedule with meetings to commence at 6pm.

DATE	LOCATION
Wednesday, 21 October 2020	Holbrook
Wednesday, 18 November 2020	Holbrook
Wednesday, 16 December 2020	Holbrook
Wednesday, 17 February 2021	TBC
Wednesday, 17 March 2021	TBC
Wednesday, 21 April 2021	TBC
Wednesday, 19 May 2021	TBC
Wednesday, 16 June 2021	TBC
Wednesday, 21 July 2021	TBC
Wednesday 18 August 2021	TBC
September 2021 Council meeting to be set once local government election has been declared	

2. a public forum immediately precedes each meeting in the following format until COVID restrictions allow public galleries at Council meetings:

Should residents have an issue they wish to bring before Council, they can provide a written statement which will be distributed to councillors and read out prior to the commencement of the meeting. Any written statement should be provided to Council by 5pm on the day preceding the meeting.

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4. APPOINTMENT OF DELEGATES

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

Appointment of delegates, in accordance with section 377 of the Local Government Act 1993.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil.

DISCUSSION

The delegates were authorised by resolution to represent the Council on the respective organisations at the first meeting of the new term of Council.

It is a requirement that these delegations are reviewed annually at the September meeting.

A table of the respective organisations and appointed delegates is included below:

ORGANISATION/COMMITTEE	Delegate(s) 2019/2020
Alliance of Councils and Shires of Upper Murray (ACSUM) Working Party – Albury City, Greater Hume, Indigo, Towong Shires and Wodonga City	Mayor and Deputy Mayor
Australia Day Committee	Recommend a Councillor from each Ward Cr O'Neill Cr Schilg Cr Quinn Cr Wilton ex officio
General Manager's Performance Review Committee	Mayor, Deputy Mayor, Cr Schilg
Grants Committee	Cr Knight Cr Weston Cr Quinn
Holbrook Submarine Museum Committee	Cr Wilton (alternate Cr Quinn)
Audit Risk and Improvement Committee	Cr Knight Cr Quinn Cr Wilton (ex officio)
Joint Regional Planning Panel (Greater Hume Shire representatives)	Cr Knight. <i>An external representative will also need to be appointed.</i>
Local Emergency Management Committee	Director Engineering (alternate Cr Knight), with Manager Traffic & Infrastructure as observer.

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APPOINTMENT OF DELEGATES [CONT'D]

ORGANISATION/COMMITTEE	Delegate(s) 2019/2020
Local Traffic Committee	Director Engineering (Cr Weston as an observer) all councillors are to be advised when meetings are held
Murray Arts Advisory Committee	Cr Parker
Marketing and Promotions Committee	Cr O'Neill Cr Parker Cr Schilg Cr Weston
Murray Darling Association	<i>Council has relinquished membership of the Murray Darling Association</i>
Riverina Eastern Regional Organisation of Councils	Mayor and General Manager
Riverina Regional Library	Cr Knight Director Corporate & Community Services
Riverina Joint Organisation	Mayor (alternate Deputy Mayor) Observer General Manager
Riverina Water County Council <i>Appointed for a 4 year term</i>	Cr Meyer Cr Quinn
Rural Fire Service Bushfire Management Committee	Cr Knight (alternate Cr Meyer)
Softwoods Working Group	Cr Wilton (alternate Cr Weston)
Squirrel Glider Local Area Management Plan Project Committee	Cr Schilg (alternate Cr Parker)

It is appropriate that Council review the delegates to the respective organisations listed in the table above.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

This is a procedural matter requiring consideration by Council.

RECOMMENDATION

That Council determine its delegates to the respective organisations listed in the table above.

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5. DELEGATIONS OF AUTHORITY

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

Review of delegations in accordance with Department of Local Government Promoting Better Practice Program.

REFERENCE

Statutory matter.

DISCUSSION

Section 377 of the Local Government Act 1993 provides that a council may, by resolution, delegate to the General Manager, or any other person or body (not including another employee of the council), any of the functions of the council other than those listed in section 377(1). The General Manager may sub-delegate a function delegated to the General Manager by the council to another employee of the council.

No changes have been proposed to the delegation for the Mayor or General Manager. Both delegations are included as **ANNEXURE 3** for Councillors' information.

Certain Council functions such as the management of public facilities, provision of advice and fundraising activities are delegated by Council to community based management committees appointed under section 355 of the Local Government Act.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

It has been past practice to review delegations to the Mayor and General Manager on an annual basis.

RECOMMENDATION

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

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6. GENERAL MANAGER'S PERFORMANCE AGREEMENT 2020/2021

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider the General Manager's Performance Agreement for the period ended 30 June 2021 in accordance with clause 7 of the General Manager's Contract.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil.

DISCUSSION

The General Manager's Performance Agreement is based on the Position Description and the Council's Delivery Plan.

The Review Process

The General Manager Performance Agreements outlines the Key Performance Indicators (KPIs) used in reviewing their performance.

Part I contains year-on-year operational KPIs, whilst Part II outlines particular projects which are prioritised by Council in its current Delivery / Operational Plan. Some Part I KPIs refer to checklists included in the agreement. These are reported on by exception. When completing the self-appraisal, the GM will indicate whether the various measures were met.

At the July 2013 Council meeting, the structure for the General Manager's Performance Review Committee was determined as follows:

"That the General Manager's Performance Review for the assessment of performance to 30 June 2014 be conducted by a General Manager's Performance Review Committee (in accordance with the Guidelines) comprising Mayor, Deputy Mayor, one other councillor and a further councillor nominated by General Manager (if he deems it necessary) and that the Committee to provide a report to full council."

To this point the General Manager has not deemed it necessary to nominate a Councillor.

This structure is in accordance with recommendations contained within the Office of Local Government document – Guidelines for the appointment and oversight of General Managers, July 2011.

A copy of the draft Performance Agreement has been **ENCLOSED SEPARATELY** with the Agenda papers for Councillors' consideration.

It has been past practice for an interim review to be conducted after six months and an annual review as at 30 June each year. In addition if requested the General Manager meets with the Performance Review Committee on an informal basis during the year to discuss the progress towards the achievement of Key Performance Indicators.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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GENERAL MANAGER'S PERFORMANCE AGREEMENT 2020/2021 [CONT'D]

The development of a Performance Agreement is a condition of the General Manager's Contract of Employment and is required to be adopted in an open session of Council.

RECOMMENDATION

That the General Manager's 2020/2021 Performance Agreement as circulated be adopted.

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7. DROUGHT COMMUNITIES PROGRAM (DCP) – UPGRADE OF SPORTSGROUND PLAYING FIELDS

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To provide Councillors with an update on options to alleviate the shortfall in funding of the upgrade of sportsground playing surfaces project.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community

Outcome 4.1 Infrastructure and facilities meet the needs of our communities

DISCUSSION

It was reported to the July meeting that Council was unsuccessful in its application for funding under the NSW Infrastructure Grants Program. 269 applications for \$42M were received under the program with a funding pool of just \$4M. It is unlikely that an application can be made under the next round NSW Infrastructure Grants as the funding round does not close until 12 October 2020 therefore an announcement on funding would be unlikely until late 2020 at the earliest. By this time the upgrades of the four sportsgrounds will be substantially completed.

Tenders for the upgrade of the playing surfaces have closed and are subject to a report later in this meeting.

Based on the tenders received the total project costs (including a contingency allowance) and funding shortfall is outlined in Table 1 below.

Table 1

Project costs	
Survey and design	\$60,000
Playing fields upgrades	\$1,525,333
Contingencies (see note below)	\$0
Total	\$1,585,333
Funded by	
Drought Communities Program	\$800,000
Greater Hume Council	\$500,000
NSW Infrastructure Grant (application to be submitted – now notified unsuccessful)	\$0
Funding shortfall	\$285,333

Note: The Tender report indicates that no allowance has been made for contingency amounts but in any case should not exceed 10%. On tendered prices of \$1,525,333 this could result in an amount of up to \$152,533.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
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ON WEDNESDAY, 16 SEPTEMBER 2020**

**DROUGHT COMMUNITIES PROGRAM (DCP) – UPGRADE OF SPORTSGROUND
PLAYING FIELDS [CONT'D]**

At the July meeting three potential options were put forward for consideration. Following further additional investigation the following additional information is included in Table 2.

Table 2

Option	Comment
Option 1 Seek a variation to the grant to extend the period of time to complete all four projects from 31 December 2020 to 31 December 2021. It is unlikely that a variation seeking a significant extension of time would be granted.	The Drought Communities Program Project Team has been contacted and have advised that an extension of funding would only be available to 30 June 2021. As the playing surfaces need to be upgraded over spring and summer this will not provide an opportunity to seek further funding.
Option 2 Undertake a loan borrowing for \$300,000 repayable over 10 years. At an estimated interest rate of 2.88% the annual repayment of principle and interest would be \$34,634.	It is expected that the 2020/2021 budget and forward estimates will be extremely tight and adding a recurrent expense through an additional loan borrowing is not desirable.
Option 3 Reduce the number of grounds to be upgraded.	An expectation has been developed that all four grounds will be upgraded and it would be undesirable to not deliver on the expectation.

Option 1 is not achievable and Options 2 and 3 are not desirable therefore another option has been investigated that includes the sale of four parcels of vacant land owned by Council to substantially meet the current funding shortfall.

The allotments are detailed in Table 3 below:

Table 3

Location	Area	Comments
Lot 17, Section B DP 5364 17 Macinnes Street, Holbrook	1008sqm	Owned by the former Holbrook Shire Council and is next to a newer home on the western side with a new home currently being constructed on the eastern side.
Lot 13, Section 32, DP 758522 67 Peel Street, Holbrook	1012sqm	Vacant allotment acquired as part of purchase of home used for Doctor accommodation.
Lot 13, Section 24 DP 9695 Melville Street, Culcairn	4083sqm	Acquired by Greater Hume Shire Council to potentially be used for flood mitigation works. Current flood mapping confirms it will not be required for that purpose.
Lot 5 DP 13322 Yankee Crossing Road, Henty	2.025ha	Acquired by Greater Hume Shire Council as part of three – five acre allotments zoned village. This is the most undesirable Lot of the three as it has a large power line running through it from south to north.

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**DROUGHT COMMUNITIES PROGRAM (DCP) – UPGRADE OF SPORTSGROUND
PLAYING FIELDS [CONT'D]**

Discussions with local real estate agents indicate that the four (4) lots listed above should realise in the range of \$275,000 to \$315,000 less total sale costs (agents, legal fees etc.) estimated at \$16,000. An estimate of the expected sale range is **Enclosed Separately** for Councillors' information. In addition the proceeds of the sale of the Holbrook Caravan Park (\$392,869) are still be held in reserve and part of these funds could be used if required to meet unforeseen issues. As stated previously in the report contingency amounts would not be expected to exceed 10% of the project cost or \$152,533.

In addition the sale of the allotments will result in the transfer for rates and charges liability from Council to new ratepayers totaling \$3,856 per annum (based on 2020/2021 rates and charges).

BUDGET IMPLICATIONS

With additional funding unable to be gained from the State Government the project has an estimated funding shortfall of \$285,333. It is proposed that four (4) parcels of land be sold to substantially alleviate the funding shortfall. If additional funding is required Council may give consideration to utilising part of the Holbrook Caravan Park Reserve if unforeseen issues arise that can otherwise be ameliorated.

In addition the sale of the allotments will result in the transfer for rates and charges liability from Council to new ratepayers totaling \$3,856 per annum (based on 2020/2021 rates and charges).

CONCLUSION

It was reported to the July meeting that Council was unsuccessful in its application for funding under the NSW Infrastructure Grants Program. 269 applications for \$42M were received under the program with a funding pool of just \$4M. It is unlikely that an application can be made under the next round NSW Infrastructure Grants as the funding round does not close until 12 October 2020 therefore an announcement on funding would be unlikely until late 2020 at the earliest. By this time the upgrades of the four sportsgrounds will be substantially completed.

Tenders for the upgrade of the playing surfaces have closed and are subject to a report later in this meeting.

With additional funding unable to be gained from the State Government the project has an estimated funding shortfall of \$285,333. It is proposed that four (4) parcels of land be sold to substantially alleviate the funding shortfall.

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**DROUGHT COMMUNITIES PROGRAM (DCP) – UPGRADE OF SPORTSGROUND
PLAYING FIELDS [CONT'D]**

RECOMMENDATION

1. That the General Manager be authorised to seek quotations from Real Estate agents active in Holbrook, Culcairn and Henty and be authorised to list the following allotments for sale:

Location	Area
Lot 17 DP 5364 17 Macinnes Street, Holbrook	1008sqm
Lot 13 DP 758522 67 Peel Street, Holbrook	1012sqm
Lot 13, Section 24 DP 9695 Melville Street, Culcairn	4083sqm
Lot 5 DP 13322 Yankee Crossing Road, Henty	2.025ha

1. That the list pricing be in the range outlined in the **ENCLOSED SEPARATELY** document.
2. That the General Manager be authorised to negotiate a sale within the list range outlined in the **ENCLOSED SEPARATELY** document.

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8. RISK & WORK HEALTH SAFETY POLICY REVIEW

Report by Risk & WHS Coordinator – Jackie Lister

REASON FOR THE REPORT

For Council to consider policy/procedure review with minor changes

REFERENCE TO DELIVERY PLAN ACTIONS

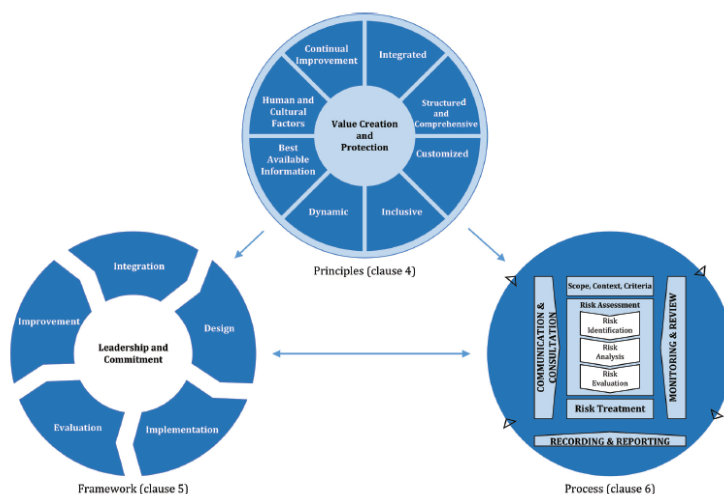
Objective We lead a vibrant, connected and inclusive community

Outcome 1.1 Leadership and advocacy is demonstrated and encouraged in our communities.

DISCUSSION

As part of the structured policy review process, the Risk Management Policy has been revised to better reflect legislative and insurer requirements and integrate better with our Risk & WHS Management System.

This Policy now complies with Council's Document and Data Control requirements and the content has been updated to reflect the current Risk Management principles, Framework and process outlined in ISO 3100:2018 – Risk Management – Guidelines which now includes Communication & Consultation.



A copy of the revised policy is included as **ANNEXURE 4**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

As part of the policy review process, policies continue to be reviewed and recommended for change to better reflect current insurance and legislative compliance and a more contemporary structure under the Risk & WHS Management System.

RECOMMENDATION

That Council adopt the revised Risk Management policy as included as **ANNEXURE 4**.

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9. LOCAL GOVERNMENT NSW ANNUAL CONFERENCE (VIRTUAL) – MONDAY 23 NOVEMBER 2020

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider motions to be put before the LGNSW Annual Conference.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective We lead a vibrant, connected and inclusive community

Outcome 1.1 Leadership and advocacy is demonstrated and encouraged in our communities.

DISCUSSION

At the August meeting of Council a preliminary report was presented on the 2020 Local Government NSW Annual Conference which was programmed to run from Sunday 22 November to Tuesday 24 November 2020.

It has since been advised that due to COVID restrictions the 2020 Annual Conference will be virtual on Monday 23 November with a registration cost of \$66.00.

In the circumstances it is recommended that all Councillors and Senior Staff be given the opportunity to attend. A copy of the draft Program is included as **ANNEXURE 5**.

It will also be necessary for Councillors to bring forward motions for Conference at this meeting so that they can be adopted by Council and submitted by the requested due date of Monday 28 September 2020.

BUDGET IMPLICATIONS

Expenditure allocations are included in the 2020/2021 Budget to enable Councillor and senior staff attendance at this Conference. Given that the 2020 Conference is virtual there is ample scope to extend the invitation to all Councillors and Senior Staff.

CONCLUSION

The annual conference of NSW Local Government is an excellent forum to raise issues impacting local government and the communities they represent.

RECOMMENDATION

That motions be considered by Council for presentation to the 2020 Local Government NSW 2020 Annual Conference.

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10. NSW LOCAL GOVERNMENT ELECTIONS – 4 SEPTEMBER 2021

Report by General Manager – Steven Pinnuck

REASON FOR THE REPORT

To advise Councillors of the elector numbers as a result of the new Ward boundaries and for Council to reconfirm the wording of its constitutional referendum at the 2021 local government elections.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

In preparation for the 2020 local government elections (now deferred until September 2021) Council redrew its Ward boundaries to ensure compliance with section 211 of the Local Government Act, 1993 in that the variance in electors numbers does not vary by more than 10% between Wards.

Elector numbers have now been calculated based on census districts used in the 2016 census and are detailed below:

East Ward	2,572 electors
North Ward (slowest growing)	2,626 electors
West Ward (fastest growing)	<u>2,413</u>
Total electors	7,611

The new ward boundaries result in a variance of 213 electors (or 8.11%) between the highest ward and the lowest ward as shown by the calculation below.

North Ward	2,626
West Ward	<u>2,413</u>

213 divided by 2,626 = 8.11%

Should the constitutional referendum to abolish wards be unsuccessful then the new Ward boundaries should stay with the 10% tolerance level for several elections.

Further Council has been contacted by the NSW Electoral Commission to review the wording of Council's Constitutional Referendum question as it specifically referred to the 2020 local government elections.

The constitutional referendum question previously adopted by Council was as follows:

Council hold a constitutional referendum in conjunction with the 2020 local government elections for electors to consider whether the Council area should continue to be divided into wards.

It is therefore recommended that the wording of the constitutional referendum be changed to refer to the 2021 local government elections.

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NSW LOCAL GOVERNMENT ELECTIONS – 4 SEPTEMBER 2021 [CONT'D]

BUDGET IMPLICATIONS

The cost of the 2021 local government elections have been included in the 2020/2021 and 2021/2022 budgets.

CONCLUSION

The new Ward boundaries have achieved an excellent outcome with the slowest growing Ward having the highest number of electors and the fast growing Ward having the lowest number of electors.

Should the constitutional referendum to abolish wards be unsuccessful then the new Ward boundaries should stay with the 10% tolerance level for several elections.

RECOMMENDATION

That:

1. the report in relation to Ward elector numbers be received and noted and
2. Council hold a constitutional referendum in conjunction with the 2021 local government elections for electors to consider whether the Council area should continue to be divided into wards.

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11. OFFICE OF LOCAL GOVERNMENT (OLG) – AMENDMENTS TO THE MODEL CODE OF CONDUCT IN NSW AND PROCEDURES FOR THE ADMINISTRATION OF THE MODEL CODE OF CONDUCT

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Councillors of amendments to the Model Code of Conduct in NSW and the Procedures for the Administration of the Model Code of Conduct

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

OLG Circular 20-32 advises that the Procedures for the Administration of the Model Code of Conduct in NSW have been amended in response to the decision by the Supreme Court in *Cornish v Secretary, Department of Planning, Industry and Environment*. In this case the Court found that a Councillor found guilty of a breach of the Code of Conduct was not censured in accordance with section 440G of the Local Government Act, 1993. A copy of Circular 20-32 is attached as **ANNEXURE 6** for Councillors' information.

The New Model Code and New Code Procedures also contains changes relating to:

- the definitions of council committees and council committee members
- grounds of harassment and discrimination
- gifts and benefits (threshold lifted for \$50 to \$100)
- the establishment of conduct review panels
- the procedures for investigating code of conduct complaints regarding councillors and general managers
- the imposition of sanctions, and
- the procedures for reviewing decisions to impose sanctions.

The majority of the amendments appear in the New Code Procedures.

Copies of the Model Code of Conduct in NSW and the Procedures for the Administration of the Model Code of Conduct have been **ENCLOSED SEPARATELY** for Councillors' information.

It is recommended that the amended Model Code of Conduct and the Procedures for the Administration of the Model Code of Conduct in NSW be adopted by Council.

BUDGET IMPLICATIONS

There are no budget implications from this report

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OFFICE OF LOCAL GOVERNMENT (OLG) – AMENDMENTS TO THE MODEL CODE OF
CONDUCT IN NSW AND PROCEDURES FOR THE ADMINISTRATION OF THE MODEL
CODE OF CONDUCT [CONT'D]

CONCLUSION

OLG Circular 20-32 advises that the Procedures for the Administration of the Model Code of Conduct in NSW have been amended in response to the decision by the Supreme Court in *Cornish v Secretary, Department of Planning, Industry and Environment*. A number of other amendments have been made to the Model Code of Conduct and the Procedures.

It is recommended that the amended Model Code of Conduct and the Procedures for the Administration of the Model Code of Conduct in NSW be adopted by Council.

RECOMMENDATION

That the amended Model Code of Conduct in NSW and the Procedures for the Administration of the Model Code of Conduct as outlined in OLG Circular 20-32 be adopted.

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CORPORATE AND COMMUNITY SERVICES

1. 2019/2020 DRAFT GENERAL PURPOSE AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL

Report prepared by Chief Financial Officer – Dean Hart

REASON FOR REPORT

To present to Council the Draft General Purpose and Special Purpose Financial Statements for year ending 30 June 2020, which require certification and referral to Council's external auditors.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

Outcome 1.1 Leadership and advocacy is demonstrated and encouraged in our communities.

DISCUSSION

The Local Government Act 1993 ("the Act") relating to the preparation of Council's annual financial reports requires that:

1. Section 413 – A council must prepare financial reports for each year, and must refer them for audit as soon as practicable after the end of that year.
2. Section 413(2) – A council's financial reports must include:
 1. a. A general purpose financial report
 - b. Any other matter prescribed by the regulations
 - c. A statement in the approved form by the council as to the opinion of the general purpose financial report.

The Local Government Code of Accounting Practice and Financial Reporting requires Council to complete a Special Purpose Financial Report for all business activities declared by Council and that Council complete a Statement on its Special Purpose Financial Report. A copy of the required Statements are included as **ANNEXURE 7**.

3. Section 413(3) – The general purpose financial report must be prepared in accordance with the Act and the regulations and the requirements of:
 - a. The publications issued by the Australian Accounting Standards Board, as in force for the time being, subject to the regulations, and
 - b. Such other standards as may be prescribed by the regulations.
4. Section 416 – A council's financial reports for a year must be prepared and audited within 4 months after the end of the year concerned.
5. Section 418 – Upon receiving the Auditor's Report, the Act requires the council to give at least 7 days public notice of the meeting at which it proposes to present its audited financial reports, together with the Auditor's Report, to the public. The public notice must include a statement that the business of the meeting will include presentation of the audited financial reports, the Auditor's Report, and a summary of the financial reports.

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2019/2020 DRAFT GENERAL PURPOSE AND SPECIAL PURPOSE FINANCIAL
STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

6. Section 420 – Any person may make submissions in respect of the Council's audited financial reports or the Auditor's Report. Such submissions must be in writing and lodged with Council within 7 days after the public meeting at which these reports are presented. Copies of all submissions received must be referred to Council's Auditor. The Council must take such action as it considers appropriate in respect to any submissions received, including giving notice to the Office of Local Government of any matter that appears to require amendment of the Council's Financial Statements. In order to facilitate the public notice, meeting and submission process, it is considered appropriate that Council delegate to the General Manager authority, upon receipt of the Auditor's Report by Council to:
- a. Arrange for the public notice of this meeting, in the required format, to be placed in the Border Mail newspaper, advising of the meeting at which the Auditor's Report will be presented.
 - b. Arrange for the Council's audited financial reports and a copy of the Auditor's Report to be made available for public inspection on Council's website and at the Council's offices and libraries.
 - c. List the audited financial reports and Auditor's Report on the Agenda for the October 2018 Council Meeting.
7. Section 428 – The audited financial reports must be included in the Council's annual report.
8. Clause 215 of the Local Government (General) Regulation 2005, requires that the Statement under Section 413(2)(c) on the annual financial report must be made by resolution of the Council and signed by the:
2.
 - a. Mayor
 - b. At least one (1) other Councillor
 - c. General Manager
 - d. Responsible Accounting Officer

Annual financial reports have now been completed for Greater Hume Shire Council, Greater Hume Shire Council Water Fund and Greater Hume Shire Council Sewer Fund.

Council is responsible for the preparation of the financial reports and adequate disclosures. This includes the maintenance of adequate accounting records and internal controls, selection and application of accounting policies, and the safeguarding of the assets of Council.

The General Manager reports that the Annual Financial Statements have been drawn up in accordance with:-

- The Local Government Act 1993 (as amended) and the regulations made thereafter
- The Australian Accounting Standards and professional pronouncements
- The Local Government Code of Accounting Practice and Financial Reporting
- The Local Government Asset Accounting Manual

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2019/2020 DRAFT GENERAL PURPOSE AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

Further it is advised that they will:

- Present fairly the financial position and operating result for the year; and
- Accord with Council's accounting and other records.

The General Manager is not aware of any issue that would make the reports false or misleading in any way.

In relation to the Special Purpose Financial Statements, it is advised that the Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting and the:-

- NSW Government Policy Statement "Application of National Competition Policy to Local Government"
- Department of Energy, Utilities and Sustainability "Best Practice Management and Water Supply and Sewerage" Guidelines.

It is further advised that these reports:

- Present fairly the financial position and operating result for each of Council's declared Business Units for the year; and
- Accord with Council's accounting and other records.

In relation to compliance with National Competition Policy, the allocation of overhead expenses to water and sewerage undertakings continues to be applied.

Detailed below is a snapshot of Council's financial position as at 30 June 2020 (subject to Audit)

	2019/2020 \$,000	2018/2019 \$,000
Operating Income	37,223	35,879
Operating Expenditure	32,781	29,020
Net Operating Result for the year	4,442	6,859
Capital Grants and Contributions	4,711	7,176
Net Gain / (Loss) on Disposal of Assets	(53)	(133)
Net operating result for the year before capital grants and contributions provided for capital purposes	(269)	(317)

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2019/2020 DRAFT GENERAL PURPOSE AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

Statement of Financial Position

Total Current Assets	31,884	31,665
Total Current Liabilities	8,011	7,206
Total Non-Current Assets	631,314	492,321
Total Non-Current Liabilities	10,032	5,611
Total Equity	645,155	511,169

Net Operating Result for the Year

Council's Net Result for the 2019/2020 year has reduced from \$6,859k in 2018/2019 to \$4,442 in 2019/2020 due in part to an increase in depreciation expenses as a result of asset revaluation and asset purchases. In addition, income from user fees and charges decreased by 18% in 2019/2020 compared to the previous the financial year, predominately due to significant income from loose fill asbestos disposal included in 2018/2019.

External/Internal Restrictions (Reserves)

Council has maintained strong externally restricted reserves of \$8,514k (includes \$207k held in Trust) and internal restrictions of \$10,345k.

External Restrictions are generally unexpended grants, water and sewerage funds and can only be used for the purposes for which they were raised. Council has more flexibility with internal restrictions whereby Council can, by resolution, vary the purpose of restriction or remove it all together.

An amount of \$2,268k has been restricted for uncompleted works across the Shire.

Statement of Performance Measures

Detailed performance measures have been prepared as part of the financial statements. The performance measures assess Council's financial position across a number of measures and industry benchmarks. Details of the performance measures for the General Purpose Financial Statements and Special Purpose Financial Statements are as follows (subject to Audit).

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2019/2020 DRAFT GENERAL PURPOSE AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

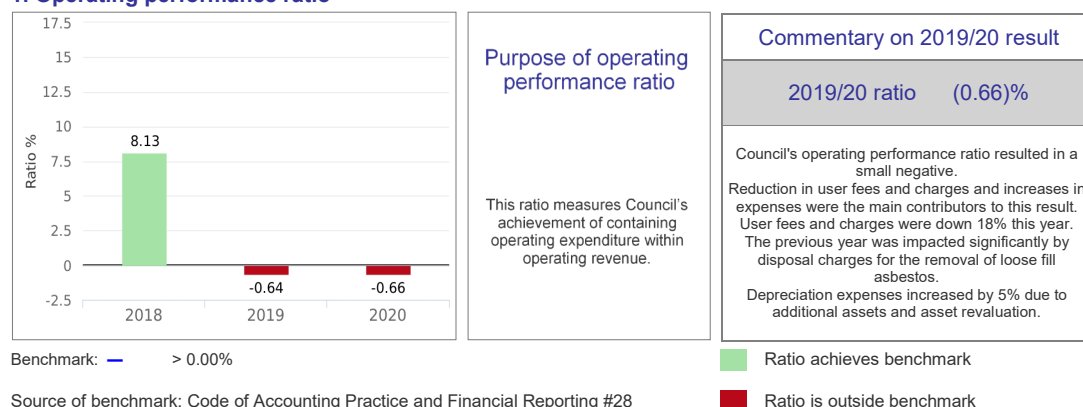
Greater Hume Shire Council

Notes to the Financial Statements

for the year ended 30 June 2020

Note 31(c). Statement of performance measures – consolidated results (graphs)

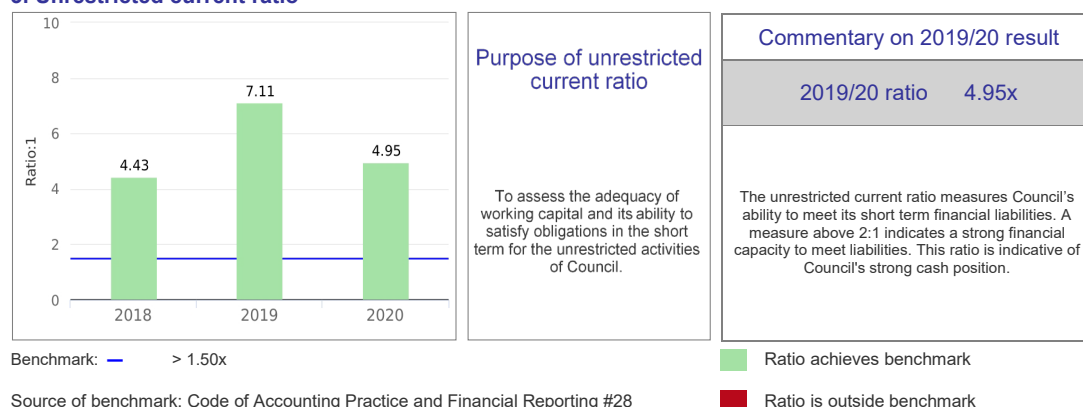
1. Operating performance ratio



2. Own source operating revenue ratio



3. Unrestricted current ratio



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2019/2020 DRAFT GENERAL PURPOSE AND SPECIAL PURPOSE FINANCIAL STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

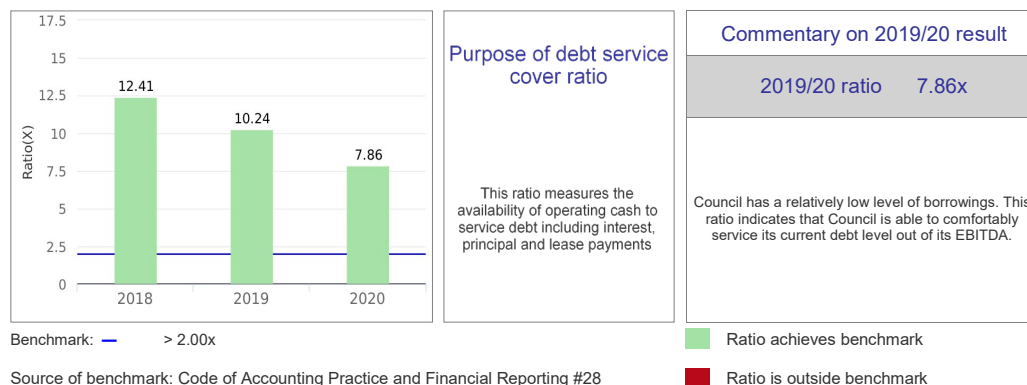
Greater Hume Shire Council

Notes to the Financial Statements

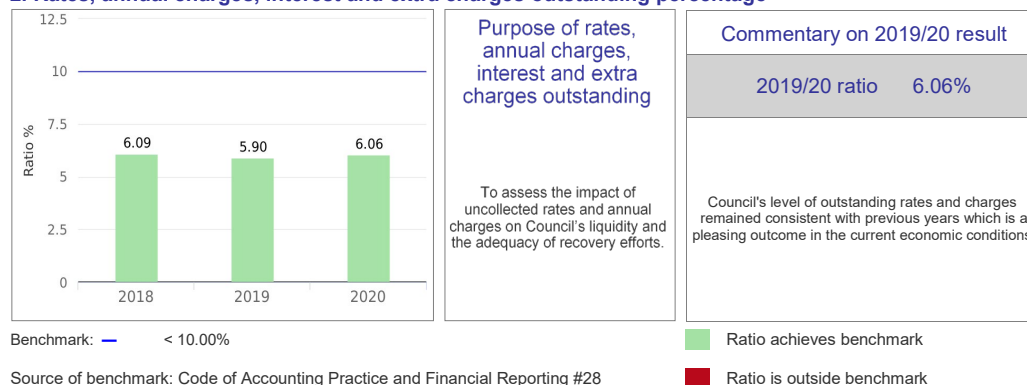
for the year ended 30 June 2020

Note 31(c). Statement of performance measures – consolidated results (graphs)

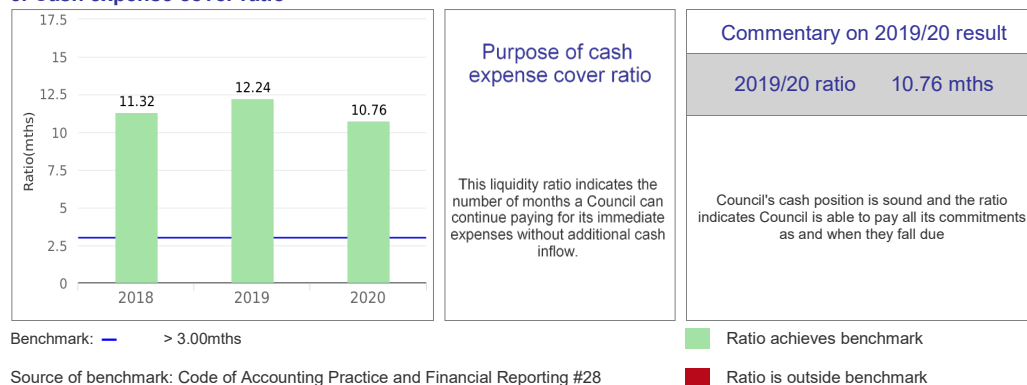
1. Debt service cover ratio



2. Rates, annual charges, interest and extra charges outstanding percentage



3. Cash expense cover ratio

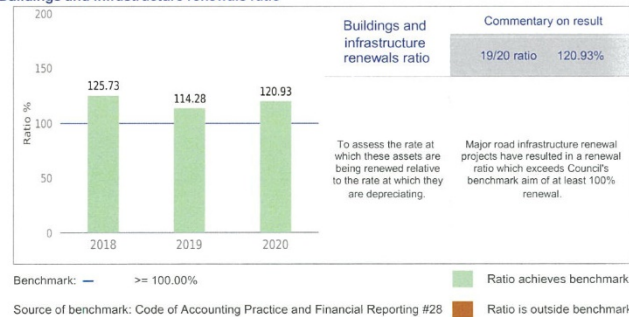


ORDINARY MEETING OF GREATER HUME COUNCIL TO BE HELD AT COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK ON WEDNESDAY, 16 SEPTEMBER 2020

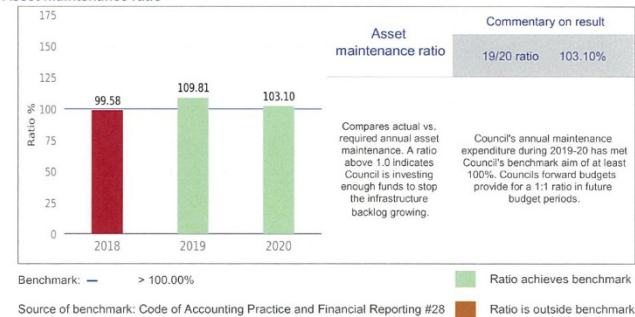
Greater Hume Shire Council

Report on Infrastructure Assets as at 30 June 2020

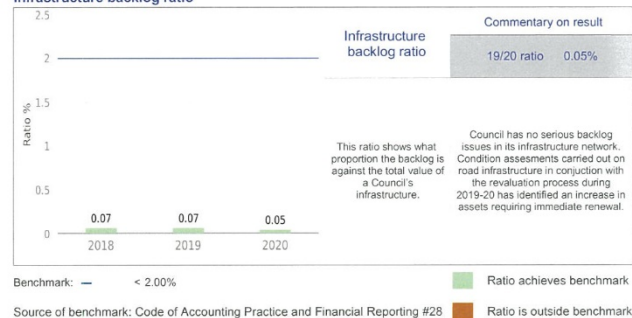
Buildings and infrastructure renewals ratio



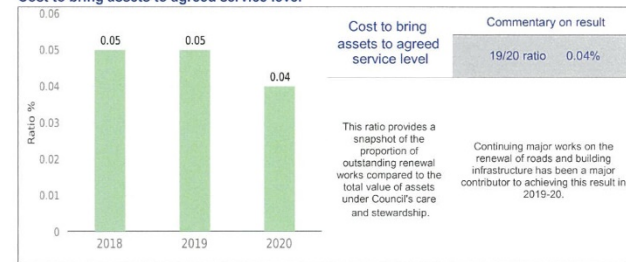
Asset maintenance ratio



Infrastructure backlog ratio



Cost to bring assets to agreed service level



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2019/2020 DRAFT GENERAL PURPOSE AND SPECIAL PURPOSE FINANCIAL
STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

Minor Funds

Satisfactory reserves are held in most schemes. Scheme reserves are detailed below (Subject to Audit):

FUND	\$,000
Greater Hume Shire Council Sewerage Fund	3,318
Greater Hume Shire Council Water Fund	1,909
TOTAL	5,227

Audit Committee Review

A meeting of the Greater Hume Shire Council Audit Risk and Improvement Committee was held on Tuesday, 8 September 2020 to review the draft financial statements and to provide an opportunity for the Committee to ask questions and seek clarification from Council's Chief Financial Officer on all aspects of the statements.

Following review by the Audit Committee, the following resolution was passed:

RESOLVED [Cr Quinn/John Batchelor]

That the Audit, Risk & Improvement Committee reports as follows:

1. The Committee has considered the unaudited draft Annual Financial Statements, Special Purpose Reports and Special Schedules and asked such questions as it considered appropriate of Council's finance staff and auditors in attendance, and is satisfied with the responses received.
2. It acknowledges that the audit is as yet incomplete and further issues may arise prior to completion.
3. It requests that it be advised out of session of any significant amendments arising from the audit process, and that the Chairman be advised of these prior to completion of Council's certificates and referral of the Annual Financial Statements to Council.
4. Subject to the above, it is not aware of any matter that would prevent the Council from executing the certificates to the Annual Financial Statements and Special Purpose Reports required by section 413(2)(c) of the Local Government Act 1993.

The external auditor will present the 2019/20 financial statements to Council at the ordinary meeting to be held on 21 October 2020.

BUDGET IMPLICATIONS

Nil

CONCLUSION

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2019/2020 DRAFT GENERAL PURPOSE AND SPECIAL PURPOSE FINANCIAL
STATEMENTS – CERTIFICATE BY COUNCIL [CONT'D]

The General Manager has provided assurances as to the manner in which the Statements have been prepared it is recommended that General Manager, the Mayor, Deputy Mayor, General Manager and the Chief Financial Officer be authorised to sign the Statement by Councillors and Management for the 2019/2020 General Purpose and Special Purpose Financial Statements.

RECOMMENDATION

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

1. The Annual Financial Statements for the year ended 30 June 2020 be adopted.
2. The Mayor, Deputy Mayor, General Manager and the Chief Financial Officer be authorised to sign the Statement by Councillors and Management for the 2019/2020 General Purpose and Special Purpose Financial Statements.
3. The Annual Financial Statements for the year ended 30 June 2020 be referred to the Council's External Auditor for audit.
4. Council hereby delegate to the General Manager authority, upon receipt of the Auditor's report of the Council, to:
 - a. Forward a copy of the Financial Statements to the Office of Local Government and Australian Bureau of Statistics.
 - b. Arrange for public notice, in the required format, of the Council Meeting at which the Financial Statements will be presented to the public.
 - c. Arrange for Council's audited Financial Statements and a copy of the Auditor's Reports to be made available for public inspection.
 - d. List the presentation of audited Financial Statements and Auditor's Reports on the Agenda for the October 2020 Council Meeting.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

2. POLICY DEVELOPMENTS

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present new and revised policies for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

Outcome 1.1 Leadership and advocacy is demonstrated and encouraged in our communities.

DISCUSSION

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

1. Investment Policy

This policy was reviewed in accordance with the policy review schedule.

Amendments have been made to strengthen parameters around investment security and to clearly articulate that investment security and preservation of capital is the primary consideration of Council's investment decisions.

2. Health Promoting Council Policy

This policy was reviewed in accordance with the policy review schedule. No amendments made.

3. Section 355 Development Fees Policy

It is proposed that this policy be amended to reflect the actual practice in place at the present time. The existing policy states "*In cases where a development application is submitted by a section 355 committee appointed by Council to manage a public facility on its behalf, all Council fees associated with the development application shall be waived*". It is proposed that the wording of the policy be amended to:

In cases where a development application is submitted by a Section 355 Committee appointed by Council to manage a public facility on its behalf, all Council fees associated with the development application shall be waived for the Section 355 Committee and paid by Council.

BUDGET IMPLICATIONS

The proposed revisions to Council's Investment Policy seek to strengthen the focus of investment decisions more toward investment security and less on rates of return. Accordingly, it is expected that Council's income from interest on investments may be lower than would otherwise be the case. There are no direct budget implications resulting from the adoption of the remaining 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.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

POLICY DEVELOPMENTS [CONT'D]

Copies of the relevant policies are included in **ANNEXURE 8**.

RECOMMENDATION

That the Greater Hume Council Investment Policy, Section 355 Development Fees Policy and Health Promoting Council Policy be adopted.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

3. GREATER HUME CHILDREN SERVICES OPERATIONS

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To confirm Council's agreement to being appointed as Crown Land Manager of Lot 7002 DP 1123147 Crown Reserve 90913, Holbrook.

REFERENCE TO DELIVERY PLAN ACTION

Objective We create healthy, inclusive and resilient communities, acknowledge our volunteers and value our youth

Outcome 2.2 We have services to promote and deliver health and wellbeing for all ages

DISCUSSION

As Councillors would be aware, Greater Hume Council under the operations of Greater Hume Children Services took over operations of the Holbrook Early Learning Centre in February 2020.

The organisation previously responsible for operating the centre, Holbrook Early Learning Centre Incorporated (HELC), is currently being wound-up as an incorporated association with the aim of ensuring all assets of the association are transferred to Council. The main childcare centre building on the site is located on freehold land owned by HELC, however much of the adjacent playground area and other minor structures at the centre is located on Crown Land, being Lot 7002 DP 1123147 Crown Reserve 90913.

Solicitors acting for HELC in the winding-up process have advised that Crown Lands have no objection to the management of the Crown Reserve being transferred from HELC to Council. To facilitate the transfer, a formal resolution of Council is required confirming Council's agreement to being appointed as Crown Land Manager.

Accordingly, it is recommended that Council formally resolve to accept appointment as Crown Land Manager of Lot 7002 DP 1123147 Crown Reserve 90913, Holbrook.

BUDGET IMPLICATION

Nil

CONCLUSION

Holbrook Early Learning Centre Incorporated (HELC), is currently being wound-up as an incorporated association. To facilitate the winding-up process and subsequent transfer of assets, it is recommended that Council formally resolve to accept appointment as Crown Land Manager of Lot 7002 DP 1123147 Crown Reserve 90913, Holbrook

RECOMMENDATION

That Council accept appointment as Crown Land Manager of Lot 7002 DP 1123147 Crown Reserve 90913, Holbrook.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

4. CARABOST HALL COMMITTEE – RELINQUISH STATUS OF COMMITTEE

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To seek Council approval for the Carabost Hall Committee to relinquish its status as a Section 355 Committee of Council.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

The Carabost Hall Committee currently manages the Carabost Hall on behalf of Council, administering the use of the facility and undertaking day-to-day management, including minor maintenance and repairs.

The committee Treasurer/Secretary has advised Council that the committee is no longer functioning and attempts to recruit new members have been unsuccessful. The Treasurer/Secretary is the last remaining member of the committee.

Discussions with Council's Officers conclude that the control and management of the facility should formerly be handed back to Council. The use of the facility and hire arrangements will be in accordance with Council's facility hire agreement and booking process.

This will also mean that regular maintenance & repairs will be undertaken as part of Council's building maintenance regime.

BUDGET IMPLICATION

Council currently provides an annual Council Contribution of \$1,347.00 towards the maintenance of the facility.

Funds held by the committee (\$7,543.57 at 30 June 2019) will be reserved by Council to assist with the future development and maintenance of the Carabost Hall.

CONCLUSION

It is recommended that Council support the request of the Carabost Hall Committee to formally relinquish the control and management of the facility to Greater Hume Council.

RECOMMENDATION

That:

1. the delegations issued to the Carabost Hall Committee be terminated and that the Carabost Hall Committee be removed from Council's register of committees appointed under Section 355 of the Local Government Act 1993.
2. funds held by the committee be transferred to Council's Reserve Funds to be held for future development and maintenance of the Carabost Hall.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

5. CLASSIFICATION OF COUNCIL LAND – LOT 92 DP 542468, HENTY

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To advise Councillors of the requirement to formally classify land recently acquired by Council.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

Council has previously resolved to acquire land known as Lot 92 DP 542468, Kierath Street, Henty to accommodate the Henty Children's Services operations.

The acquisition of the land and building has finalised and Council is required to formally resolve to classify the land as Operational Land in accordance with Section 31 (2) of the Local Government Act 1993.

In accordance with Section 34 of the Local Government Act 1993, Council is required to give Public Notice of its intention to classify the land as Operational Land and allow 28 days in which submissions may be made to Council.

The required Notice appeared in the Border Mail on Wednesday 12 August 2020 and Saturday 15 August 2020.

The Notice required submissions to be made to Council by 9 September 2020. At the closure of the consultation period no submissions were received.

BUDGET IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

CONCLUSION

As all matters required under the Act have been complied with, Council's resolution to the recommendation is now sought.

RECOMMENDATION

That, in accordance with Section 31 (2) of the Local Government Act 1993, Council resolve that Lot 92 DP 542468, Kierath Street, Henty be classified as Operational Land.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

6. MORVEN TENNIS COURT COMMITTEE – RELINQUISH STATUS OF COMMITTEE

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To seek Council approval for the Morven Tennis Court Committee to relinquish its status as a Section 355 Committee of Council.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

The Morven Tennis Court Committee was delegated as a Section 355 Committee of Council under the Local Government Act 1993 to manage the tennis court complex and related activities at the Morven Tennis Courts.

Council has forwarded correspondence to the last known Treasurer with no response. Council's records indicate that the committee has not been active for approximately three years.

After careful consideration, Council Officers determined that the functions of the Morven Tennis Court Committee have not been delivered. Additionally, the committee has not complied with several Section 355 Committee requirements in respect of the provision of financial reporting, conducting meetings, and provision of agenda and minutes to Council.

Council may dissolve and remove the delegations appointed to any committee if the committee is not active or meet the requirements of the Terms of Reference as delegated.

BUDGET IMPLICATION

Funds held by the committee are unknown at this stage, however any funds held by the Morven Tennis Court Committee should be reserved by Council to assist with the future development and maintenance of the Morven Tennis Courts.

CONCLUSION

It is recommended that Council formally assume the control and management of the facility to Greater Hume Council. Regular maintenance and repairs will be undertaken as part of Council's parks and gardens maintenance regime.

RECOMMENDATION

That:

1. the delegations issued to the Morven Tennis Court Committee be terminated and that the Morven Tennis Court Committee be removed from Council's register of committees appointed under Section 355 of the Local Government Act 1993.
2. funds held by the committee be transferred to Council's Reserve Funds to be held for future development and maintenance of the Morven Tennis Courts.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

7. NOMINATION OF COUNCIL'S NATIVE TITLE MANAGER

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

Council is required to give notice to the Minister for Lands and Forestry of the name and contact details of Council's nominated Native Title Manager in accordance with Section 8.8 of the Crown Land Management Act 2016 (NSW).

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

The Crown Land Management Act 2016 (CLM 2106) commenced from 1 July 2018. The practice of managing Crown Lands in the shire will be changing significantly to comply with the requirements under the CLM 2016. One of the changes relates to a need for each Council to nominate its qualified Native Title Manager on an annual basis.

To be qualified as a Native Title Manager, the person must attend a training session jointly provided by the Crown Solicitors Office and the Department of Industry (Crown Lands Office). The Manager Corporate Services, Suzanne Klemke has attained the Native Title Manager qualification.

The Manager Corporate Services is considered the most suitable person to be engaged/appointed as Council's Native Title Manager. Once Council has appointed its Native Title Manager, a notice can be given to the Minister accordingly.

Section 377(1) of the Local Government Act 1993 states that the giving of a notice to the Governor or Minister is a non-delegable function meaning a resolution of council is required.

BUDGET IMPLICATION

The nomination is absorbed in the position of Manager Corporate Services. No financial implications are expected at this stage.

CONCLUSION

Consent is now sought from Council to nominate the Manager Corporate Services, Suzanne Klemke as Council's Native Title Manager.

RECOMMENDATION

That:

1. Council nominate the Manager Corporate Services as Native Title Manager for Greater Hume Council.
2. Council give notice to the Minister for Lands and Forestry of the name and contact details of Council's employed Native Title Manager, as required under Section 8.8 of the Crown Land Management Act 2016 (NSW).

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

8. WALBUNDRIE PROGRESS COMMITTEE – RELINQUISH STATUS OF COMMITTEE

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To seek Council approval for the Walbundrie Progress Committee to relinquish its status as a Reference Committee of Council.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

The Walbundrie Progress Committee Chairperson, Mr Max Webb has formally submitted his resignation from the committee. In doing so, Mr Webb has advised that the committee has not been functioning for some time due to the lack of community interest and difficulty in recruiting new members.

The Walbundrie Progress Committee had previously been instrumental in developing and providing assistance with the maintenance of the Walbundrie Botanical Gardens.

Discussions with members of the committee have identified that a meeting has not been held for over two years and they concur to the termination of the committee. However, it is recommended that if in the future the community felt strongly enough to reform the committee, Council would support the proposal.

BUDGET IMPLICATION

Funds held by the committee (\$168.78 at 30 June 2019) should be reserved by Council to assist with the future development and maintenance of the Walbundrie Botanical Gardens.

CONCLUSION

It is recommended that Council terminate the delegations issued to the Walbundrie Progress Committee and support the reformation, if requested, in the future.

RECOMMENDATION

That:

1. the delegations issued to the Walbundrie Progress Committee be terminated and that the Walbundrie Progress Committee be removed from Council's register of committees.
2. funds held by the committee be transferred to Councils Reserve Funds to be held for future development and maintenance of the Walbundrie Botanical Gardens.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 SEPTEMBER 2020**

ENGINEERING

**1. TENDERS FOR REHABILITATION WORKS ON FOUR RECREATION RESERVE
OVALS IN GREATER HUME LGA**

TENDER TL 02 – 2019/21 CULCAIRN OVAL REHABILITATION

TENDER TL 03 – 2019/21 HENTY OVAL REHABILITATION

TENDER TL 04 – 2019/21 HOLBROOK OVAL REHABILITATION

TENDER TL 05 – 2019/21 JINDERERA OVAL REHABILITATION

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To consider tenders for rehabilitation works on four recreation reserve ovals.

REFERENCE TO DELIVERY PLAN ACTION

Objective: Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community.

Outcome 4.1 Infrastructure and facilities meets the needs of our communities.

DISCUSSION

This project is part of the Council 2020/21 Delivery Plan. There are four ovals in Greater Hume scheduled for refurbishment. Of these ovals the two at Jindera and Holbrook are particularly susceptible to degradation of the playing surface during wet weather under heavy use. The scope of works includes the reshaping of the playing surface to improve rainfall run-off, the installation of sub-surface drainage, installation of an irrigation system and replacement of the oval surface.

The refurbishment of all four ovals was designed by Sports Turf Consultants Australia. Four individual tenders were released simultaneously in order to provide contractors flexibility as to the number of projects they tendered for. This allowed smaller contractors to tender for an individual oval while still allowing larger contractors to tender for multiple ovals.

It must be understood that once works are commenced for each project the oval will not be available for public use until the new turf is fully established. These projects are all dependent on completing the works in time to take advantage of the peak growing season for the regrowth of the turf. Care must be taken in the evaluation and awarding of tenders to ensure that the scope awarded to an individual company does not lead to construction delays caused by the capacity of that company to deliver the required works on time.

Funding for oval rehabilitation is the subject of a separate report to this meeting by the General Manager. However, it is relevant to note that a significant portion of funding for these projects was based on the premise that local jobs and businesses would benefit by way of economic stimulus and increasing skill of employees.

This intention is reflected to a degree in Councils' Local Purchasing Policy and by the pre-tender instruction indicating that local content utilised by a non-local company would be well regarded during the tender selection process.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed on Tuesday, 25 August 2020.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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TENDERS FOR REHABILITATION WORKS ON FOUR RECREATION RESERVE OVALS IN GREATER HUME LGA [CONT'D]

TL02 Culcairn Oval Refurbishment

Five tenders were received via the Tenderlink portal.

Submitted prices ranged from \$382,176.52 to \$640,755.47. All prices are exclusive of GST.

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

Company	Total
Excell Gray Bruni	\$461,463.00
Flemming Contracting	\$510,676.40
Global Turf Projects	\$382,176.52
Longford Civil	\$433,836.94
Renworx	\$640,755.47

TL03 Henty Oval Refurbishment

Four tenders were received via the Tenderlink portal.

Submitted prices ranged from \$348,569.25 to \$594,517.73. All prices are exclusive of GST.

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

Company	Total
Excell Gray Bruni	\$413,878.00
Global Turf Projects	\$369,728.32
Longford Civil	\$348,569.25
Renworx	\$594,517.73

TL04 Holbrook Oval Refurbishment

Five tenders were received via the Tenderlink portal.

Submitted prices ranged from \$385,139.52 to \$611,029.38. All prices are exclusive of GST.

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

Company	Total
Excell Gray Bruni	\$481,423.00
Flemming Contracting	\$578,517.80
Global Turf Projects	\$385,139.52
Longford Civil	\$402,753.00
Renworx	\$611,029.38

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**TENDERS FOR REHABILITATION WORKS ON FOUR RECREATION RESERVE OVALS IN
GREATER HUME LGA [CONT'D]**

TL05 Jindera Oval Refurbishment

Four tenders were received via the Tenderlink portal. Submitted prices ranged from \$409,448.00 to \$581,586.36. All prices are exclusive of GST.

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

Company	Total
Excell Gray Bruni	\$571,858.00
Global Turf Projects	\$414,529.56
Longford Civil	\$409,448.00
Renworx	\$581,586.36

A table of the apportionment used to assess the tenders as individual projects are **ENCLOSED SEPARATELY** for Councillors' information.

It is relevant to note that a number of tenderers offered discounts for being awarded multiple projects. The most significant of these submissions was from Global Turf Projects. The overall tender price for awarding all four projects to Global Turf Projects is \$1,499,323.92 (excluding GST). However, a provisional sum must be added to allow for the possibility of contractor costs associated with COVID 19 travel restrictions following discussions with the contractor. This represents a potential saving of \$8,759.37 over the selection of the winning contractor based on individual awarding as shown below.

Project	Preferred Tenderer	Amount
TL02 Culcairn Oval	Global Turf Projects	\$382,176.52
TL03 Henty Oval	Longford Civil	\$348,569.25
TL04 Holbrook Oval	Global Turf Projects	\$385,139.52
TL05 Jindera Oval	Longford Civil	\$409,448.00
	TOTAL	\$1,525,333.29

Project	Preferred Tenderer	Amount
TL02 Culcairn Oval	Global Turf Projects	\$382,176.52
TL03 Henty Oval	Global Turf Projects	\$369,728.32
TL04 Holbrook Oval	Global Turf Projects	\$385,139.52
TL05 Jindera Oval	Global Turf Projects	\$414,529.56
	SUB-TOTAL	\$1,551,573.92
	Project Cost Saving	(-\$52,250.00)
	TOTAL	\$1,499,323.92
	Provisional COVID costs	\$17,250.00
	TOTAL(including capped COVID costs)	\$1,516,573.92

**ORDINARY MEETING OF GREATER HUME COUNCIL
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**TENDERS FOR REHABILITATION WORKS ON FOUR RECREATION RESERVE OVALS IN
GREATER HUME LGA [CONT'D]**

Significantly, COVID19 may well have an impact on the success of these projects. Global Turf Projects is based at Macedon in regional Victoria. Discussions with Mr Garry Collins from Global Turf Projects indicate that he currently has some staff based in Sydney who would be available to carry out works in Greater Hume Shire. While the moving of plant and materials from Victoria to NSW presents no significant problems the moving of additional staff from Macedon to NSW may carry a cost penalty due primarily to the current requirement to fly to Sydney and the need to quarantine for 14 days. Correspondence from Mr Collins indicates the relocation of supervisory and key staff to Greater Hume Shire has been considered. If Global Turf Projects were awarded two of the projects it is possible to carry out the works with staff currently located in NSW. However, in the event of them being awarded all four projects it may be necessary to relocate additional staff from Victoria which may impose an additional cost of \$17,250.00.

The possibility remains that changing COVID 19 travel restrictions during the contract period may frustrate the contracts.

Global Turf Projects has supplied contact details of referees for similar projects recently completed. References have been checked and all those contacted speak in positive terms of Global Turf Projects with respect to quality of workmanship, timeliness and capacity to complete a project. Further to that Sports Turf Australia have also had dealings with Global Turf Projects and comment favourably with regards to quality of workmanship and the capacity to deliver sizable projects of this nature including four ovals such as offered by Greater Hume Council.

Longford Civil is a well-established civil contractor based in Howlong and has previously completed works for Greater Hume Council to a satisfactory standard. Longford Civil have previously completed sports ground rehabilitation for Federation Council to a satisfactory standard. Mr Bill Longley from Longford Civil attended a post-tender interview where it was confirmed that he was satisfied that they have the personnel and equipment to complete the project to the required standard in a safe manner. Mr Longley indicated that a projected commencement date in September would allow ample time to complete the project within the project time-frame.

The awarding of all four contracts to Global Turf Projects in non-COVID 19 circumstances would be financially advantageous. Possible delays to works or additional costs incurred by complying with travel restrictions make that decision less definite.

The awarding of two projects to both Global Turf Projects and Longford Civil provides for mitigating risk with respect to project delays, with only an additional \$8,759.37 (0.6% of Total Project) in cost.

It is therefore appropriate for a small increase in project cost to appoint two contractors to undertake the work based on them undertaking two ovals each to minimise overall risk to the project.

A sketch typical of the proposed works is **ENCLOSED SEPARATELY** for Councillors' information.

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**TENDERS FOR REHABILITATION WORKS ON FOUR RECREATION RESERVE OVALS IN
GREATER HUME LGA [CONT'D]**

BUDGET IMPLICATION

The combined tender price of \$1,525,333.29 (excl.GST) for the four contracts is consistent with the original project estimate. The margin to avoid budget overrun due to latent conditions or errors in scope remains slim.

The tendered prices do not include the possibility of provisional items which in any case would be expected to amount to less than 10% of the tender prices.

CONCLUSION

A maximum of 5 tenders were received for the re-construction works on the four ovals. All tenders were considered.

The tenders submitted by Global Turf Projects for TL02 Culcairn Oval Rehabilitation and TL04 Holbrook Oval Rehabilitation have been assessed. Notwithstanding contract frustration due to COVID 19 travel restrictions there is no technical or practical reason to conclude that Global Turf Projects are not capable of completing the contracts to the required standard and within a reasonable timeframe.

The tenders submitted by Longford Civil for TL03 Henty Oval rehabilitation and TL05 Jindera Oval Rehabilitation have been assessed and there is no technical or practical reason to conclude that Longford Civil are not capable of completing the contracts to the required standard and within a reasonable timeframe.

RECOMMENDATION

That:

1. the tender submitted by Global Turf Projects for TL02 Culcairn Oval Rehabilitation of \$382,176.52 (excl. GST) and for TL04 Holbrook Oval Rehabilitation of \$385,139.52 (excl. GST) both be accepted.
2. the tender submitted by Longford Civil for TL03 Henty Oval Rehabilitation of \$348,569.25 (excl. GST) and for TL05 Jindera Oval Rehabilitation of \$409,448.00 (excl. GST) both be accepted.
3. the unsuccessful tenderers for the above tenders be notified.
4. the General Manager and the Mayor be authorised to sign the Contracts as noted above with Global Turf Projects and with Longford Civil under the Common Seal of Council.

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ITEMS TO BE REFERRED TO CLOSED COUNCIL

1. POTENTIAL LAND PURCHASE AT HOLBROOK

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

It was reported to the December 2019 that there is the potential for a key development site in Holbrook to be placed on the Market. This property has recently come onto the market and this report will update Councillors as to the actions implemented by the Author.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective: We are revitalising our communities, welcoming visitors, growing our economy and promoting the lifestyle, culture and heritage offered in our communities.

Outcome: We have prosperous and diverse local businesses and a growing economy.

DISCUSSION

As reported to the December 2019 Council had become aware that a key development site in Holbrook may be placed on the market for sale early in 2020.

The following resolution was adopted at the December 2019 meeting:

That:

- 1. if necessary the General Manager be authorised to undertake preliminary investigations of a key development site in Holbrook, and*
- 2. up to \$25,000 be made available for such investigations to be funded from the Holbrook Caravan Park Reserve.*
- 3. and at an appropriate time, a further report be submitted to Council for consideration.*

The property has recently come onto the market and in accordance with the resolution the Author has engaged Consultants to undertake a site soil analysis and a building structural integrity report.

It was stated at the December 2019 meeting that given the importance of the site to Holbrook it may be appropriate for Council to initially acquire the site so to enable a process to be implemented to determine the best use of the site for the benefit of the Holbrook and district community.

BUDGET IMPLICATIONS

It is likely that costs will be incurred in undertaking preliminary investigations however this could be funded from the proceeds of the sale of the Holbrook Caravan Park which is currently held in Reserve. The Reserve currently has a balance of \$392,869.

CONCLUSION

As reported to the December 2019 Council had become aware that a key development site in Holbrook may be placed on the market for sale early in 2020.

The property has recently come onto the market and in accordance with the resolution from the December 2019 meeting the Author has engaged Consultants to undertake a site soil analysis and a building structural integrity report.

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POTENTIAL LAND PURCHASE AT HOLBROOK [CONT'D]

It is recommended that the matter be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

RECOMMENDATION

That the potential purchase of a key development site in Holbrook be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

REASON

On balance preserving the identity of the site at this early stage outweighs the public interest in maintaining openness and transparency in Council decision making as the closure of the site may compromise the position of Council in future negotiations.

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2. OFFER TO PURCHASE LOT 3 DP 1176955, MILLSWOOD ROAD, HOLBROOK INDUSTRIAL ESTATE

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider an offer for Lot 3 (comprising 2,100 sqm.) at the Holbrook Industrial Estate.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective We are revitalising our communities, welcoming visitors, growing our economy and promoting the lifestyle, culture and heritage offered in our communities.

Outcome 3.1 We have diverse local businesses and a growing economy. .

DISCUSSION

Council is in receipt of an offer for the purchase of Lot 3 Millswood Road at the Holbrook Industrial Estate.

The current list price for Lot 3 is \$42,000 (exc. GST). A map of the estate is attached as **ANNEXURE 9** for Councillors' information.

Offers below the advertised list prices are referred to Council for consideration.

BUDGET IMPLICATIONS

This sale will continue to improve Council's cash flow from land development and provide resources for further projects within the Council area.

CONCLUSION

As the negotiation of the sale of lots at the Holbrook Industrial Estate outside the parameters determined by Council is of a confidential nature, it is recommended that the matter be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

RECOMMENDATION

That consideration of the offer to purchase Lot 3 comprising 2,100 sqm. at the Holbrook Industrial Estate be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

REASON

On balance the public interest in preserving the confidentiality of the offer to purchase lot 3 comprising 2,100 sqm at the Holbrook Industrial Estate outweighs the public interest in maintaining openness and transparency in council decision making because the disclosure of this information could compromise the commercial position of council in any future sales

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3. FUNKS PIT REHABILITATION WORKS

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To advise Council of a request to undertake substantial rehabilitation works at Funks Pit, a former gravel pit managed by Council at Jindera.

REFERENCE TO DELIVERY PLAN ACTION

Objective Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community

Outcome 4.1 Infrastructure and facilities meets the needs of our communities.

DISCUSSION

Council has a number of registered gravel pits that have been used to supply gravel for the construction and maintenance of Council roads over many years. Most of these pits are nearing their end of their useful lives, and Council in recent years has transitioned to sourcing gravel from commercial suppliers and/or using alternative road maintenance practices such as road stabilisation/pavement modification for the maintenance and construction of Council roads.

Funks Pit located off Red Hill Road near Jindera was once a ready source of gravel for many years, but the supply has now been exhausted due to the physical constraints of the site. The pit is located on privately owned land that was part of a larger farming enterprise owned by the same family over an extended period of time. Over the past 10 years the family has since sold off the land in separate titles to different owners for mainly small rural residential/hobby farming purposes due to its location near Jindera. The parcel of land the pit is located on has been sold to new landowners who have recently built a house close to the pit.

Council had a long standing quarrying agreement with the previous landowners that was renewed every 5 years whilst the pit was in operation (more than 20 years). Upon purchasing the land (where the pit is located) in 2017 the quarrying agreement transferred to the new owners. The new owners decided earlier this year not to renew the agreement and requested that rehabilitation of the pit be undertaken as required by the agreement.

RECOMMENDATION

That consideration of the report on the rehabilitation of Funks Pit be referred to Closed Council in accordance with Section 10A (2) (c) as information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

REASON

That on balance the discussions concerning the works to be undertaken by Council and any agreement with the landowners remain confidential outweighs the public interest in maintaining openness and transparency in Council decision making because the disclosure of information could compromise the position of Council or the landowners in future negotiations.

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4. TENDER TL 01 – 2020/2021 COPPABELLA ROAD RECONSTRUCTION, STAGE 2

Report prepared by Coppabella Road Project Manager – David Bye.

REASON FOR REPORT

To consider tenders for the reconstruction of Coppabella Road Stage 2.

REFERENCE TO DELIVERY PLAN ACTION

Objective Our development and maintenance is sustainable, accessible, environmentally responsible and enjoyed by our community.

Outcome 4.1 Infrastructure and facilities meets the needs of our communities.

DISCUSSION

The Coppabella Road reconstruction is part of the South West Slopes Timber Industry Road Network Project. This project has a total value of \$20,350,000.00 and is fully funded under the State Government's Restart NSW Fund. Greater Hume Council's share of this grant for Coppabella Road is \$7,000,000.00, Snowy Valleys Council were allocated \$9,649,920.00 and Cootamundra-Gundagai Regional Council were allocated \$3,700,080.00 for similar projects.

The works planned for this project from Greater Hume Council's funding include the realignment and reconstruction of Coppabella Road commencing at Short Cut Road, 8.4km south of the Tumbarumba Road and finishing at Maginnity's Gap Road, a distance of 7.7km.

A contract awarded by Council to NELMAC Pty Ltd in July for the construction of a new bridge over Back Creek is progressing well.

The design is nearing completion and the contractor is planning to be on site in October. The bridge contractor is confident that works on site will be complete within a six week period. This meets the project timeline requirements and will allow the road contractor to utilise the new bridge during the road construction period.

The main Holbrook to Tumbarumba fibre optic cable requires relocation to be clear of the planned areas for the realignment of Coppabella Road. Negotiations with Telstra are now complete and it's expected that this relocation work will be completed in the next few weeks and prior to the road construction contract commencing.

It is planned to close Coppabella Road to through traffic between Maginnity's Gap Road and Short Cut Road to expedite the works. Local residents and logging harvesters have been advised of this closure and will be provided with alternative routes for access.

TENDERS

Advertisements were placed in the Border Mail and on Tenderlink.

Tenders closed on Thursday, 27 August 2020. An on-site pretender meeting was well attended and twelve contractors submitted tenders to complete the reconstruction works.

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TENDER TL 01 – 2020/2021 COPPABELLA ROAD RECONSTRUCTION, STAGE 2
[CONT'D]

RECOMMENDATION

That consideration of the report of tenders for the reconstruction of Coppabella Road be referred to Closed Council in accordance with Section 10A (2) (d) commercial information of a confidential nature if disclosed: (i) prejudice the commercial position of the person who supplied it.

REASON

That on balance the discussions concerning the works to be undertaken by Council and any agreement with the landowners remain confidential outweighs the public interest in maintaining openness and transparency in Council decision making because the disclosure of information could compromise the position of Council or the landowners in future negotiations.

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OFFICER'S REPORTS – PART B – TO BE RECEIVED AND NOTED GOVERNANCE

1. PROVISION FOR LANDFILL AND GRAVEL PIT REHABILITATION

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To provide Councillors with a report on a substantial provision included within the 2019/2020 Financial Statements for the remediation/rehabilitation of Landfills and Gravel Pits within the Council area.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

Under Australian Accounting Standard AASB 137 all entities including local government entities are required to provide for the future cost of landfill and gravel pits remediation/rehabilitation in their financial statements. Whilst Greater Hume Council had included a level of provision with its previous financial statements there was not a great deal of documentation to support the provision.

More recently the NSW Audit Office has had a focus on the provision included within council financial statements. With this in mind Council engaged Infrastructure Solutions, Civil and Municipal Engineers to prepare a preliminary cost estimation report on which to base the provision in Council's financial statements. A copy of the Infrastructure Solutions Report is **ENCLOSED SEPARATELY** for Councillors' information.

Provisions have been calculated for the following facilities:

- Culcairn Landfill
- Holbrook Landfill
- Brocklesby Landfill
- Walla Walla Landfill
- Boyd's Gravel Pit
- Stoll's Gravel Pit
- Annandayle Gravel Pit
- Funks Gravel Pit

The future provision has been calculated by using the current estimated value inflated for CPI and then discounted by the interest rate.

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PROVISION FOR LANDFILL AND GRAVEL PIT REHABILITATION [CONT'D]

The provision for each facility along with the timeframe and comments are outlined in Tables 1 and 2 below.

Table 1 - Landfills

Facility	Timeframe for rehab. (years)	Provision (\$)	Comments
Culcairn – Stage 1	10	\$124,860	It is expected that significant cover material will be available for stage 1 when the next large pit is constructed.
Culcairn - Stage 2	30	\$279,740	A strategy to create a cash reserve for the provision will be included in future revisions of the Waste Management Strategy.
Holbrook – Stage 1	5	\$263,910	A strategy to create a cash reserve for the provision will be included in future revisions of the Waste Management Strategy.
Holbrook – Stage 2	10	\$518,572	A strategy to create a cash reserve for the provision will be included in future revisions of the Waste Management Strategy.
Brocklesby	1	\$176,122	Intended to be completed utilising funds from the waste reserve within the next 1-2 years.
Walla Walla	1	\$215,149	Intended to be completed utilising funds from the waste reserve within the next 1-2 years.

Currently the Waste Management Reserve has a balance of \$1,215,127 which will be sufficient to complete any further works required at non-operational Brocklesby and Walla Walla Landfills. As stated in Table 1 a strategy to create a cash reserve for the provision will be included in future revisions of the Waste Management Strategy.

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PROVISION FOR LANDFILL AND GRAVEL PIT REHABILITATION [CONT'D]

Table 2 – Gravel Pits

Facility	Timeframe for rehab. (years)	Provision (\$)	Comments
Boyd's Pit Balldale-Walbundrie Road	5	\$341,177	A strategy to create a cash reserve for the provision will be incorporated into future budgets.
Stoll's Pit Stolls Road	5	\$70,242	A strategy to create a cash reserve for the provision will be incorporated into future budgets.
Annandale Pit Jingellic Road	10	\$1,074,400	This pit has been closed for several years due to the quality of the material and is currently not causing any environmental issues with adjoining properties. It is intended to take an opportunistic approach to rehabilitation in conjunction with the upgrade of Jingellic Road over the next decade. This has the potential to significantly reduce the cost of the rehabilitation which will be periodically reviewed and provision adjusted accordingly.
Funks Pit Red Hill Road	1		Subject to a separate report by the Director Engineering to Closed Council

Currently the Quarries/Pits Reserve has a balance of \$325,813 which will be insufficient to fund the rehabilitation of Funks Pit. Further information of the quantum of works required for the rehabilitation of Funks Pit has been included in the Confidential Report to be considered at the September meeting. As stated in Table 2 a strategy to create a cash reserve for the future cost of rehabilitation will be incorporated into future budgets.

BUDGET IMPLICATIONS

In relation to further rehabilitation of the Brocklesby and Walla Walla Landfills there will be direct impost on future budgets as any works will be funded by reserved funds, however the future rehabilitation of the Culcairn and Holbrook Landfills will need to be considered when framing waste management charges in future budgets.

The strategy to improve the Quarries/Pits Reserve will be presented to Councillors during the formulation of the 2020/2021 Budget.

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PROVISION FOR LANDFILL AND GRAVEL PIT REHABILITATION [CONT'D]

CONCLUSION

Under Australian Accounting Standard AASB 137 all entities including local government entities are required to provide for the future cost of landfill and gravel pits in their financial statements. Whilst Greater Hume Council had included a level of provision with its previous financial statements there was not a great deal of documentation to support the provision. More recently the NSW Audit Office has had a focus on the provision included within council financial statements. With this in mind Council engaged Infrastructure Solutions, Civil and Municipal Engineers to prepare a preliminary cost estimation report on which to base the provision in Council's financial statements.

Currently the Waste Management Reserve has a balance of \$1,215,127 which will be sufficient to complete any further works required at non-operational Brocklesby and Walla Walla Landfills. A strategy to create a cash reserve for the provision will be included in future revisions of the Waste Management Strategy.

Currently the Quarries/Pits Reserve has a balance of \$325,813 which will be insufficient to fund the rehabilitation of Funks Pit. Further information of the quantum of works required for the rehabilitation of Funks Pit has been included in the Confidential Report to be considered at the September meeting. A strategy to create a cash reserve for the future cost of rehabilitation will be incorporated into future budgets.

RECOMMENDATION

That the report be received and noted.

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2. GREATER HUME COUNCIL RESPONSE TO CORONAVIRUS (COVID-19)

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Councillors of the impact on Council's operations and other statistical information on the economic impact of the COVID-19 pandemic within Greater Hume Council.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

The following report is provided to advise Councillors of the impact on Council's operations and other statistical information on the economic impact of the COVID-19 pandemic within Greater Hume Council.

Rate collection comparison

Whilst it is very early in the financial year below is a comparison of rates paid year to date. This comparison will be reported to Council on a monthly basis for information.

	2020/2021 Rates outstanding \$	% outstanding	2019/2020 Rates outstanding \$	% outstanding
31 July 2020	\$8,283,625	77.80%	\$7,051,711	66.20%

Whilst collections are down significantly on last financial year it should be noted that the first installment of rates is not due until 30 September this year. In the circumstances it would seem satisfactory and a better indication will be available at the next meeting.

At this point in time there continues to be a low level of enquiry from ratepayers suffering financial hardship however this may increase over the remainder of the calendar year. The level of enquiry will be monitored and reported periodically to Council.

Economic Indicators

The Table below outlines the number of businesses within the Council area in receipt of Jobkeeper.

Post Code	Town	Number of businesses (May)
2642	Jindera and others	208
2644	Holbrook	80
2658	Henty	57
2659	Walla Walla	35
2660	Culcairn	50

Source: <https://treasury.gov.au/coronavirus/jobkeeper/data>

Note: The 2642 postcode would include all towns with the 2642 post code some of which are outside the Greater Hume Council area

The data is for all applications processed for the April and May fortnights as at 8 July 2020.

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GREATER HUME COUNCIL RESPONSE TO CORONAVIRUS (COVID-19) [CONT'D]

Unemployment at the end of the March 2020 quarter was 2.7% which was a drop of 0.1% from the December 2019 quarter.

Source: REMPLAN <https://bit.ly/2ZfaZv5>

BUDGET IMPLICATIONS

No new initiatives are planned at this point.

CONCLUSION

Management is acutely aware of the impacts that the coronavirus (COVID-19) is having on the wider economy. Greater Hume Council is not immune from these impacts; both with the loss of direct employment and downturn in business activity, particularly hospitality related businesses.

Actions have already been undertaken to reduce the immediate impact on residents and ratepayers and the determination by the NSW State Government to charge 0% on outstanding rates and charges will provide longer term relief for those ratepayers suffering financial hardship.

At this point in time there continues to be a low level of enquiry from ratepayers suffering financial hardship however this may increase over the remainder of the calendar year. The level of enquiry will be monitored and reported periodically to Council.

Management will continue to investigate measures that can provide relief to impacted residents and businesses that will not significantly undermine the integrity of Council's budget.

RECOMMENDATION

That the report be received and noted.

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3. GENERAL MANAGER'S LEAVE

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTIONS

Statutory matter

DISCUSSION

In accordance with the Mayoral delegation leave has been approved for the General Manager from Monday 2 November to Friday 13 November 2020 and from Monday 4 January to Friday 15 January 2021.

Following discussions with the General Manager, the Mayor has approved the appointment of Council's Director Environment and Planning, Colin Kane to act in the position of General Manager for the period 2 November to Sunday 15 November 2020 and David Smith Director Corporate and Community Services for the period Monday 4 January to Sunday 17 January 2021.

BUDGET IMPLICATIONS

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

CONCLUSION

This is an information report is in accordance with the Mayoral delegation.

RECOMMENDATION

That the report be received and noted.

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PART C - ITEMS FOR INFORMATION

GOVERNANCE

1. WORKSHOP/BRIEFING SESSION SCHEDULE 2020/2021

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
24 February 2020 (MONDAY)	Preliminary Roads Workshop
7 March 2020 (SATURDAY)	Shire Works and Roads Tour
11 March 2020	Preliminary Budget Workshop and consideration of Bush Fire Community Resilience & Economic Recovery Fund projects
1 April 2020	Final Roads Workshop
22 April 2020	Final Budget Workshop
6 May 2020	Extraordinary Council Meeting
13 May 2020	NSW Bushfire Inquiry
3 June 2020	Local Roads and Community Infrastructure Program
1 July 2020	Presentation by Trina Solar
5 August 2020	No workshop scheduled
9 September 2020	Jindera Multi-Purpose Hall / Proposed waste collection survey
7 October 2020	TBC
4 November 2020	Preliminary Road Strategy Workshop (TBC)

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

Meeting locations and dates are available on the website or by contacting any Council office.

BUDGET IMPLICATIONS

Nil.

CONCLUSION For Councillors' information.

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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>

- 20-36 End of Year Financial Reporting 2019-20
- 20-35 2019-20 Survey of Seizures of Cats And Dogs – Extension of Due Date
- 20-34 Joint Organisation Calendar of Compliance and Reporting Requirements 2020-21
- 20-33 Calendar of Compliance and Reporting Requirements 2020-21
- 20-32 Amendments To The Model Code Of Conduct For Local Councils In NSW And Procedures
- 20-31 New Requirement For Councils To Retain Recordings Of Meetings On Their Websites For A Minimum Of 12 Months
- 20-30 Covid-19 Economic Stimulus Package – 2020-21

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 June is provided on the LGNSW website. Distribution of the LGNSW newsletters has now moved to an electronic format.

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 10**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

CORPORATE AND COMMUNITY SERVICES

1. GREATER HUME CUSTOMER REQUEST MODULE – SUMMARY OF MONTHLY REQUESTS

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

2. STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 31 AUGUST 2020

The statement of bank balance and investment report as at 31 August 2020 is attached at **ANNEXURE 11**.

3. PEOPLE & CULTURE (HR) REPORT FOR AUGUST 2020

REASON FOR REPORT

To advise Councillors on Human Resources functions such as the recruitment of new employees, resignations and employee development programmes.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

Outcome 1.1 Leadership and advocacy is demonstrated and encouraged in our communities

LEGISLATION / POLICIES / PROCEDURES

- Performance and Misconduct Policy – draft for consultation
- Performance and Misconduct Policy – draft for consultation

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PEOPLE & CULTURE (HR) REPORT FOR AUGUST 2020 [CONT'D]

PLANNING

- People & Culture Management System and Plan developed to guide future activities through a process of development, implementation, review and improvement
- Ongoing succession planning - Work Instructions being developed and documented for key activities performed by People & Culture
- REROC Workforce Development meeting - next meeting; 24 September 2020.

RECRUITMENT

- Recruitment in progress:
 - Plant Operator – Roller – Jindera Construction
- New employees commencing with Council:
 - Jacqui Snow – Casual Early Childhood Educator – Holbrook
 - Christie Thomson – Casual Customer Service Officer
- Position/role changes with existing Council employees:
 - Nil
- Employees ceasing duties with Council:
 - Nil
- Positions advertised:
 - Seasonal Swimming Pool Lifeguards – Various locations
 - Construction Ganger - Jindera

WORKPLACE RELATIONS

- Participate with Outdoor Staff quarterly meetings – meeting held on 9 July; next Outdoor meeting 10 September 2020
- Coordinate and administer Consultative Committee – meeting held on 9 July; next meeting 10 September 2020
- Participate with Risk WHS Committee – meeting held 9 July; next meeting 10 September 2020

PROFESSIONAL DEVELOPMENT & LEARNING

- Human Resources and Industrial Relations Mentoring

PERFORMANCE MANAGEMENT

- 87% of annual Performance Appraisals are complete within the Employee Performance Management Pulse Module and it is expected that 100% will be achieved by 30 September 2020

HEALTH & WELLBEING

- Coordination of Phase 4 of Council's Early Intervention Health and Wellbeing Program with Align. Program consists of a Physiotherapist and Health and Wellness Consultant. Health and Wellness Consultations currently take place electronically, whilst Physiotherapist sessions are conducted onsite across Council locations

REVIEW & CONTINUOUS IMPROVEMENT

- Daily reviews with Director Corporate & Community Services
- Monthly reviews with MANEX
- Networking with LGNSW HR Group & REROC Workforce Development Group

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ENGINEERING

1. AUGUST REPORT OF WORKS

Grants Program

State Roads Maintenance (RMCC):

Maintenance works, inspections and sign replacement on State Roads, Olympic Highway (MR78) and Tumbarumba Road (MR284) is continuing under the RMCC with Transport for New South Wales (TfNSW).

Heavy Patching on MR284 has been completed.

Vegetation control and bridge deck maintenance has been carried out on Five Mates Crossing Bridge.

Regional Roads Block Grant:

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

Heavy Patching on Jingellic Road (MR331) has been carried out.

Heavy Patching has commenced on Tumbarumba Road (MR384) north of the Little Billabong Road Intersection.

Local Roads

Sealed:

General maintenance on local roads is continuing.

Approximately 300m of road reconstruction and widening over a crest on Mountain Creek Road has commenced.

Unsealed:

Tree trimming has been carried out on sections of Humphreys Road, Reid Road and Stony Park Road.

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

- | | |
|----------------------------|----------------------------|
| • Bartsch Road | • Gum Swamp Road |
| • Blair Park Lane | • Howlong Goombargana Road |
| • Blights Road East | • Kellys Road |
| • Boxwood Park Road | • Kenya Road |
| • Brackley Road | • Maginnitys Gap Road |
| • Brocklesby Balldale Road | • Mitchells Road |
| • Chambers Road | • River Road |
| • Clifton Road | • Rosedale Road |
| • Coppabella Road | • Sawyer Road |
| • Ferguson Road | • Sparkes Road |
| • Ferndale Road | • Stony Park Road |
| • Goodes Road | • Trigg Road |

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REPORT OF WORKS [CONT'D]

Urban Streets:

General maintenance of urban streets including mowing and spraying is continuing.

General:

General maintenance of public toilets and parks is continuing.

General maintenance and replacement of signs on rural roads and urban streets is continuing.

Monthly Works Maintenance Expenditure:

Local Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Urban Local Roads Maintenance	\$520,200	\$86,700	\$66,453	\$20,247	
Rural Roads Sealed	\$800,000	\$133,333	\$126,004	-\$12,671	Monitoring
Rural Roads Unsealed	\$1,131,656	\$188,609	\$288,213	-\$99,604	Additional maintenance grading due to wet weather.
Street Tree Maintenance	\$247,387.00	\$41,231	\$37,446	\$3,786	

Regional Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Regional Roads Maintenance	\$795,220	\$132,537	\$86,680	\$45,857	
Regional Roads Capital	\$1,116,380	\$186,063	\$75,006	\$111,058	

Sportsgrounds, Parks & Public Toilets	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Sportsground Maintenance	\$166,050	\$27,675	\$17,857	\$9,818	
Parks & Gardens Maintenance	\$290,641	\$48,440	\$42,905	\$5,535	
Public Toilets Maintenance	\$173,154	\$28,859	\$18,796	\$10,063	

NB : Sportsground Maintenance excludes annual GHC contribution payment

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2. WATER & SEWER REPORT – AUGUST 2020

Capital Works Program:

- Holbrook – sewer main relining – WIP
- Henty – sewer main relining – WIP
- Water main upgrade Pioneer Drive – Completed
- Water main upgrade Nioka Rd - Completed

Operation & Maintenance:

- New water service connection – 10 Frosty Lane, Jindera
- New water service connection – 20 Cade Crt, Jindera
- Water main repair – 317 Gerogery West- Walla Walla Rd, Gerogery West
- Sewer choke – 634 Melrose St, Culcairn
- Sewer choke – Comer St, Henty
- Sewer choke – Bicentennial Park, Henty
- Sewer choke – 23 Ivor St, Henty
- Sewer choke – 12 Hume St, Holbrook
- Sewer choke – 3 Spring St, Holbrook

Other:

- IWCM – WIP
- Jindera STW upgrade Business Case – WIP
- Culcairn Black St reservoir upgrade Business Case - WIP

Drinking Water Monitoring Program:

- 8 x Water samples for Microbial Water Analysis submitted in the month of August 2020 for Villages and Culcairn Water Supply have all complied with the Australian Drinking Water Guidelines.

Water Quality Complaints

Date	Location	Problem	Action Taken
Nil to report			

Water Supply Sourced and Used

1 July 2020 – 31 August 2020	2018/2019	2019/2020	2020/2021
Culcairn Water Supply (ML)	18.4	18.8	17.9
Village Water Supply (ML)	41.26	42.15	44.62
Totals (ML)	59.66	60.95	62.95

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WATER & SEWER REPORT – AUGUST 2020 [CONT'D]

Filling Stations Transactions

- Filling station sites - 23 transactions during the August 2020 period
- **Yearly Total Transactions - 54**

Filling Stations Usage

Station	August 2020 Total KL	2020-2021 Yearly Total
Culcairn	102.1	182.92
Jindera	68.3	134.6
Brocklesby	18.5	34.1
Burrumbuttock	28.2	28.2
Gerogery	0.1	4.3
Totals (KL)	217.2	384.12

Filling Station Customer Usage

Customer	August 2020 Total KL	2020-2021 Yearly Total
Council – Road Construction, Maintenance & Tree Watering	29.19	97.72
Contractors – Water Carters, Households & Roadworks	169.51	250.5
Residents	14.7	30.3
Fire Brigade (RFS)	3.8	5.6
Totals (KL)	217.2	384.12

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF AUGUST 2020

The schedule of development applications processed for the month of August 2020 is attached at **ANNEXURE 12**.

2. RANGER'S REPORT – AUGUST 2020

COMPANION ANIMALS

No. of Complaints Received 15		Including: 2 barking dog, 11 roaming dogs, dealing with an aggressive dog, 1 nuisance dog, menacing and dangerous dog compliance checks	
No. of dog attacks: 1		Location: Jindera	Dog was attacking cattle. Owners surrendered dog. Infringement issued.
Comments:			
		Dogs	Cats
In Council's Facility at Beginning of Month			3
Captured & Returned to Owners		3	1
Captured & Impounded		1	10
Released from Pound to Owners		1	8
Surrendered by Owners		3	
Rehomed			2
Euthanased		3	3
Remaining in Council's Facility at End of Month			

FERAL CATS

No. of Complaints:	4
No. Feral Cats caught:	8

LIVESTOCK

	Cattle	Sheep	Horse	Goats	Other Alpacas
No. of Reports of Stock on Roads	5	5		1	
Instances - Returned to owners	3	4		1	
Impounded	2	1			
Vehicle accidents involving stock					

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

1 kangaroo euthanased Billabong Street, Walbundrie.

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RANGER'S REPORT [CONT'D]

ABANDONED VEHICLES

12 vehicles currently impounded.

Culcairn car – removed by owner.

Jindera car - removed by owner.

Jindera caravan - removed by owner.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted 1 notice issued
Pollution: Noise	Jindera – barking warning and ongoing monitoring. Woomargama – motorbikes, warning issued. Holbrook – sound meter installed for monitoring logging trucks.
Pollution: Waste	Jindera – household rubbish. Removed by owners. Warning issued. Holbrook - 22 tyres Ralvona and Rankins Lane removed by Council. Burrumbuttock – green waste. Owner being investigated. Holbrook – fuel spill from truck. Cleaned up by NSW Fire and Rescue. Company of truck notified.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections	5	1	4
Pre-Purchase Inspections			
OSMS Orders issued	5		
OSMS Orders Compliance Inspections	4	4	
Plumbers Site Inspections	3		3
OSMS Upgrade Applications Received	8	8	
OSMS Approvals To Do Works Issued	8		
OSMS Approvals To Operate Issued	3		
AWTS Service Contract Renewal Letters			
Local Government Application Approvals			
Local Government Approval Inspections			
Local Government Approval Soil Report Assessments			
OSMS Rate charge enquires			
Septic Enquiry			
Solicitors letter			
Vacant Land checks			

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RANGER'S REPORT [CONT'D]

OTHER WORKS CONDUCTED

- RID online (Report Illegal Dumping online) updating with data entry.
- Holbrook, Culcairn and Jindera landfill site works, landfill water pump and refuelling conducted.
- Background noise monitoring at Holbrook.
- Gun Licence update for compliance requirements.
- Assist RSPCA with companion animal and stock welfare issue.
- Companion animal data entry backlog due to system upgrade.
- Illegal tree removal from roadway (Jindera and Mullengandra).
- Conducted a joint operation with the NSW Police Rural Crime Squad and Murray Local Lands Service for illegal wood cutting on roadsides and Traveling Stock Reserves. Also did companion animal compliance checks on any dogs we came across.

3. SENIOR WEEDS OFFICER'S REPORT - JULY 2020

Completion of the 2019-2020 final WAP report.

Spraying of shoulders on all sealed roads throughout the council area has commenced and will be ongoing for the next 6 weeks.

Spraying of the Cookardinia Recreation grounds and tennis clubs have been completed.

Spraying of walking tracks have been completed in the following towns.

- Walbundrie.
- Culcairn.
- Burrumbuttock.

Spraying of Horehound is ongoing throughout the council area.

Control work of Montpellier Broom is ongoing throughout the council area.

Spraying of suckers is ongoing on Jingellic Road.

Control work of olives and date palms is ongoing in the Moorwatha area.

Monitoring of Alligator Weed along Mountain Creek in the Woomargama area.

Controlling and monitoring of rabbit infestations throughout the council area.

General roadside and property inspections have been competed throughout the council area.

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PART D

Attached, in **ANNEXURE 13**, are minutes of the following meetings:

- Minutes of the Walla Walla Refugee Resettlement Committee meeting held on 19 March 2020
- Minutes of Greater Hume Council Audit, Risk and Improvement Committee held on 8 September 2020

Delegate Report

- Cr Meyer OAM