



Greater  
Hume  
Council

To: «Name»

**Ordinary Meeting of Greater Hume Council**

Wednesday, 19 December 2018

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

DAVID SMITH  
**ACTING GENERAL MANAGER**

ORDER OF BUSINESS TO BE CONSIDERED  
REFER OVERLEAF

## **Ordinary Meeting of Greater Hume Council**

Wednesday, 19 December 2018

### **BUSINESS TO BE CONSIDERED**

**1. PRAYER**

**2. ACKNOWLEDGEMENT OF COUNTRY**

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

**3. INTRODUCTION OF OATH OR AFFIRMATION BY SUCCESSFUL CANDIDATE FOR THE GREATER HUME COUNCIL BY-ELECTION HELD ON 24 NOVEMBER 2018 – MRS LEA PARKER**

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

**5. APOLOGIES**

**6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

- Minutes of the Ordinary Meeting of Council – 21 November 2018

**7. ACTION REPORT FROM THE MINUTES**

**8. REPORTS FROM OFFICERS**

**PART A For Determination**

- Governance (Item 1 and 2)
- Environment and Planning
- Governance (Items 3 to 6)
- Corporate and Community Services
- Engineering

**PART B For Information**

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

**PART C For Information**

**9. MATTERS OF URGENCY**

**10. COMMITTEE OF THE WHOLE – CONFIDENTIAL CLOSED COUNCIL REPORTS**

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**ORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT THE  
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## **OFFICERS' REPORTS – PART A – FOR DETERMINATION**

### **GOVERNANCE**

1. **INTRODUCTION OF OATH OR AFFIRMATION OF OFFICE BY NEWLY ELECTED COUNCILLOR FOLLOWING THE BY-ELECTION HELD ON 24 NOVEMBER 2018**

**Report prepared by General Manager – Steven Pinnuck**

#### **REASON FOR REPORT**

In 2016, amendments to the Local Government Act 1993 introduced the requirement for new councillors (including mayors) to take an oath or affirmation of office prior either at commencement of a new term or in this instance as a consequence triggered by the by-election for one councillor to fill a vacancy in East Ward.

#### **REFERENCE TO DELIVERY PLAN ACTIONS**

Statutory matter.

#### **DISCUSSION**

Recent amendments to the Local Government Act, 1993 now require councillors (including Mayors) to take an oath or affirmation. Details of the requirements are outlined in the Office of Local Government Circular No. 16-32 attached as **ANNEXURE 1** for councillors' information.

At this juncture, the oath or affirmation must now be taken by Cr Lea Parker, as the newly elected councillor for East Ward, following the by-election held on Saturday, 24 November 2018. The vacancy was triggered by the resignation of the former councillor, Ms Kim Stewart. A total of five candidates stood for the one councillor vacancy. Cr Parker will fill the vacancy for the period of the December 2018 Council meeting until the end of the current Council term in September 2020.

The oath or affirmation must be taken or made before the general manager of the Council, an Australian Legal Practitioner or a justice of the peace and is to be in the following form:

#### ***Oath***

*I [name of councillor] swear that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.*

#### ***Affirmation***

*I [name of councillor] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.*

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INTRODUCTION OF OATH OR AFFIRMATION OF OFFICE BY NEWLY ELECTED  
COUNCILLOR FOLLOWING THE BY-ELECTION HELD ON 24 NOVEMBER 2018  
[CONT'D]

A councillor who fails, without reasonable excuse, to take the oath affirmation of office, will not be entitled to attend council meetings until they do so and will be taken to be absent without leave.

If a councillor is absent without leave for three consecutive ordinary council meetings their office is automatically declared vacant and a by-election must be held.

In this instance the writer will conduct the taking of the oath or affirmation by Councillor Lea Parker, on behalf of Council.

Advice from the Office of Local Government is that the General Manager will preside over the meeting until such time as the Oath by the new councillor has been conducted.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

The taking of an oath or affirmation by councillors is an important amendment to the Local Government Act and the new councillor, Mrs Lea Parker, cannot undertake her duties until such time as the oath or affirmation has been taken.

**RECOMMENDATION**

That the report be received and noted and that the minutes record that newly elected Councillor Lea Parker has taken oath and the affirmation before the General Manager.

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**2. ON DEMAND PUBLIC TRANSPORT SERVICE FOR BURRUMBUTTOCK, JINDERA AND WALLA WALLA**

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

**REASON FOR REPORT**

An on demand public transport service for a six month trial basis will commence in February 2019 servicing residents of Burrumbuttock, Jindera and Walla Walla. The service will be operated under contract with Transport NSW.

Operators of the contract, a partnership between Allan Ofak (Burrumbuttock Bus Service) and Matthew Kane (Book A Bus) trading as Regional Buses will make a 10 minute presentation and update the Council regarding the initiative.

**REFERENCE TO DELIVERY PLAN ACTIONS**

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

Action 2.2.4.1        Establish effective local community transport options

**DISCUSSION**

In response to community dissatisfaction with the lack of public transport in regional and rural areas, Transport NSW is trialling a number on demand public transport services across the state including a trial service in the southern part of the Greater Hume Council area commencing early in 2019.

The on demand service will provide transport to and return from Burrumbuttock, Jindera and Walla Walla and for up to 4 km either side of the roads between each town, to anywhere within the AlburyCity boundary. Pick up and return service will operate from 7am to 6pm Monday to Friday. Fares will be charged with concessions available.

The on demand service will operate as a six month trial, commencing February 2019, with the opportunity to continue further for 24 months, in six month blocks. The use of phone, SMS text, email and online booking service will enable residents to book the service and will be widely promoted by the operators.

**CONCLUSION**

Council is very pleased to see action on this front by the NSW Government, to provide much needed public transport services in rural and regional areas.

In all community planning and consultation undertaken by Greater Hume Council, the lack of public/community transport continues to be raised as a high priority issue for residents.

The proposed routes will significant enhance social connection for residents of Burrumbuttock, Jindera and Walla Walla. The availability of public transport will provide further growth opportunities for these towns and ensure our residents are able to readily access higher level shopping, health and professional services nearby.

**RECOMMENDATION**

That standing orders be suspended to enable a presentation to be made to Council regarding on demand bus service for residents of Burrumbuttock, Jindera and Walla Walla.

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## **ENVIRONMENT AND PLANNING**

### **1. HARD WASTE COLLECTION SUNDAY, 3 MARCH 2019 – GREATER HUME COUNCIL**

**Report by Director Environment and Planning – Colin Kane**

#### **REASON FOR REPORT**

The purpose of this report is to allow Council to consider a request from Murray Jones on behalf of the Holbrook Rotary Club to support a community hard waste collection on Sunday, 3 March 2019.

#### **REFERENCE TO DELIVERY PLAN**

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

#### **DISCUSSION**

A letter has been received from Murray Jones on behalf of the Holbrook Rotary Club which asks Council to support a hard waste collection that will be undertaken on 3 March 2019 (**ANNEXURE 2**).

The letter indicates that the football clubs of Holbrook, Jindera, Culcairn, Henty and Walla Walbundrie/Rand have agreed to undertake a collection of hard waste within their town limits on Clean Up Australia Day which is 3 March 2019. In the interest of ensuring fairness, a free open day will be held at the other remaining waste facilities at Burrumbuttock, Mullengandra and Brockelsby.

It is requested that Council support the event by having the waste facilities at Holbrook, Jindera, Culcairn and Henty open on this day between 9am to 3pm. It is suggested that access to the facilities should be free on this day for anyone using the facilities except for those disposing of refrigerators and freezers (legislation requires degassing).

The requested assistance will require Council to forgo waste disposal fees and incur additional costs for large skip hire and penalty rates for staff who do not normally work at this time. The transfer stations at Henty and Jindera have limited capacity to accept unusual quantities of materials. To facilitate the free day an effort will be made to have empty bins in all available bays, however, it is possible that the facilities could reach capacity and then no further waste material can be accepted. If the transfer station reaches capacity people will be given the opportunity to take their material to either Holbrook or Culcairn landfill which could remain open until 5pm.

To access the waste facilities residents will need to show photo identification that nominates a place of residence within the Greater Hume Council area.

Finally, as mentioned in the Holbrook Rotary Club's letter, there is a request for assistance with the distribution and collection of registration forms at the various Council offices. The registration forms can be included in the community papers and be available on Council's website at the appropriate time.



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HARD WASTE COLLECTION 3 MARCH 2019 – GREATER HUME COUNCIL [CONT'D]

**BUDGET IMPLICATIONS**

An estimate for the cost of the free access to the waste facilities is approximately \$10,000.

**CONCLUSION**

The request from Murray Jones on behalf of the Rotary Club of Holbrook to permit free access to the waste facilities at Holbrook, Jindera, Culcairn and Henty is an initiative that Council can accommodate. As mentioned, it has to be acknowledged that Council's transfer stations have limited capacity to receive large volumes of waste and consequently some late arrivals may be rejected at these sites and need to take their waste material to Holbrook and Culcairn. Items such as prohibited and banned chemicals as well as herbicide containers and asbestos containing material will not be accepted. Council will assist with the advertising and provision of registration forms to assist with this process.

**RECOMMENDATION**

That:

1. Council support the Rotary Club of Holbrook's request to assist the football clubs with a hard waste collection on Sunday, 3 March 2019 inside the town limits of Holbrook, Henty, Culcairn, Walla and Jindera by opening (free of charge) the waste facilities at Henty and Jindera between 9am and 3pm and the landfills at Culcairn and Holbrook between 9am and 5pm.
2. Council will also assist with the provision and collection of registration forms, forgo waste disposal fees and incur additional costs for the event.
3. Council support a free open day at the other remaining waste facilities at Burrumbuttock, Mullengandra and Brockelsby between the hours of 9am and 3pm.
4. Council note that transfer stations can reach capacity and then people will be advised to take their waste items to either Culcairn or Holbrook Landfill.
5. only waste that is normally received will be accepted and people will be asked to prove that they are a resident of Greater Hume Council area.

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**2. DRAFT GREATER HUME COUNCIL S7.12 FIXED DEVELOPMENT CONSENT LEVY DEVELOPMENT CONTRIBUTIONS PLAN 2019**

**Report by Director Environment and Planning – Colin Kane**

**REASON FOR REPORT**

The draft Greater Hume Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2019 (the Plan) has been prepared with reference to new clauses within the Environmental Planning and Assessment Act 1979 and provides for a new schedule of works. Clause 32 of the Environmental Planning and Assessment Regulation 2000 indicates that a Council may amend a contributions plan by a subsequent contributions plan and so the Plan is a replacement for Greater Hume Council S94A Levy Development Contributions Plan 2017.

**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 meet the needs of our communities.

**DISCUSSION**

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

Council should be aware that a draft Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2018 did not proceed to adoption and the revised 2019 plan and schedule of works is now presented for Council as an alternative adoption.

The new proposed schedule of works is included in the Plan (**ANNEXURE 3**) and includes the following:

<b>Description</b>	<b>Estimated Cost and Allocation under this Plan</b>	<b>Estimated Time Frame</b>	<b>Priority</b>
Walla Walla swamp walking track	\$100,000	1 year	High
Gerogery drainage	\$150,000	1-2 years	High
Culcairn Balfour Street drainage	\$150,000	1-2 years	High
Jindera Hall & Multipurpose Stadium	\$150,000	2-3 years	Medium
Roundabout at intersection of Pioneer Drive & Jindera Street Jindera	\$104,000	3-5 years	High
Roundabout at intersection of Pioneer Drive & Urana Street Jindera	\$104,000	3-5 years	High

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DRAFT GREATER HUME COUNCIL S7.12 FIXED DEVELOPMENT CONSENT LEVY  
DEVELOPMENT CONTRIBUTIONS PLAN 2019 [CONT'D]

It is a requirement of Clause 32(2) of the Environmental Planning and Assessment Regulation 2000 that Council give 14 days' notice of its intention to repeal the Greater Hume Council S94A Levy Development Contributions Plan 2017. Council also needs to advertise for a period of 28 days that the replacement Greater Hume Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2019 (the Plan) is available for public comment. Both tasks can be undertaken simultaneously within a notice published in a local newspaper and both the repeal and adoption of the Plan may also occur simultaneously.

**BUDGET IMPLICATIONS**

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

**CONCLUSION**

The Plan's update aligns with changes in legislation and provides for an updated schedule of works.

**RECOMMENDATION**

That:

1. in accordance with Clause 33 of the Environmental Planning and Assessment Regulation 2000 Council give notice of its intention to repeal the Greater Hume Council S94A Levy Development Contributions Plan 2017.
2. in accordance with Clause 28 of the Environmental Planning and Assessment Regulation 2000 and Schedule 1 of the Environmental Planning and Assessment Act 1979 place the Greater Hume Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2019 (the Plan) on public exhibition for a period of 28 days (commencing after 4 February 2019).
3. in accordance with Clause 28 of the Environmental Planning and Assessment Regulation 2000 Council advise of its intention not to proceed with the Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2018.

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**3. INVITATION TO COMMENT - IMPORTANT AGRICULTURAL LAND MAPPING PROJECT RIVERINA MURRAY REGION**

**Report prepared by Director Environment and Planning – Colin Kane**

**REASON FOR REPORT**

On 26 November 2018 Council received notification from the Department of Primary Industries (DPI) that Draft Riverina-Murray Important Agricultural Land (Draft R-M IAL) Mapping was on exhibition for the period between 26 November-23 December 2018.

Perusal of the supplied mapping has caused concern from agricultural producers and Councilors that a large portion of the Greater Hume Local Government Area is not shown as Important Agricultural Land which could lead to planning decisions favoring land uses other than agriculture.

Consequently this report will provide for Council's endorsement of a submission suggesting why most of Greater Hume Council area warrants recognition as Important Agricultural Land.

**REFERENCE TO DELIVERY PLAN**

Objective	Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community.
Outcome 4.3	We minimise the impact on the environment.

**DISCUSSION**

As mentioned Council was advised by DPI on 26 November 2018 that the Draft R-M IAL mapping (**ANNEXURE 4**) was on exhibition for the period between 26 November and 23 December 2018. Accompanying the map was an agricultural profile for the Riverina Murray Region and the profile refers to a booklet "A Guideline to Identifying Important Agricultural Lands in NSW" (the Guideline) which describes the method for mapping Important Agricultural Land across the state.

Perusal of the Draft R-M IAL mapping reveals that a considerable portion of the Greater Hume Council area has not been mapped as Important Agricultural Land. The exclusion of the land has caused concern that planning decisions will be made based upon the mapping which could result in decisions that favored land uses other than agriculture.

The exclusion of large tracts of Greater Hume Council from the Draft R-M IAL mapping is perplexing to Councilors and some landowners as relative to other areas in the region, higher annual rainfall is received and consequently some return from agricultural pursuits is maintained even in poor years.

It is not apparent in any of the documentation why an area is excluded from the Draft R-M IAL mapping and so it is only possible to infer why some land is mapped as Important Agricultural Land and other land is not. The guidelines define what is Important Agricultural Land which is as follows:

*existing or future location of local or regionally important agricultural industries or resources as mapped that is consistent with the NSW DPI Guideline to Identifying Important Agricultural Lands in NSW.*

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INVITATION TO COMMENT - IMPORTANT AGRICULTURAL LAND MAPPING PROJECT  
RIVERINA MURRAY REGION [CONT'D]

The guide indicates to map Important Agricultural Land it is necessary for the mapping to involve four mapping elements which are:

- 1 A **current land use map** that identifies where agricultural industries are located.
- 2 A simple map of important **biophysical resources** for agriculture applicable across all agricultural industries.
- 3 An additional extra **overlay of socio-economic** information also applicable across all agricultural industries.
- 4 An **agricultural industry map** that identifies the location of specific agricultural industries using critical biophysical criteria, access to infrastructure and socio-economic location criteria.

The guidelines contains a list of planning and other factors that will influence whether land should be included as Important Agricultural Land and this list is as follows:

- 1 Accurate information on the importance of agriculture to an area and its resourced needs such as:
  - a. the extent and nature of agriculture in an area.
  - b. the contribution of agriculture in terms of commodities and \$ per ha.
  - c. the infrastructure and resources required to support agriculture such as irrigation freight, saleyards, silos, transport routes.
  - d. value adding enterprises that support agricultural producers.
  - e. an area's biophysical constraints to agriculture.
- 2 Trends in agriculture such as enterprise switching, intensification, increase in scale, tenure, employment.
- 3 Future industry development needs and where to target non-agricultural land uses.
- 4 The risk of conflicts between agriculture and other land uses, particularly urban settlement.
- 5 The impact of changing climate and markets on agricultural land use.
- 6 What is required to retain or expand local food production (such as local, organic or niche products, infrastructure, land resources, transport routes and water supply).

With respects to the abovementioned factors the agricultural profile for the Riverina Murray Region Profile provides some possible indication why Greater Hume Council was not mapped in the Draft R-M IAL mapping which are listed below:

- Due to climate change reducing anticipated rainfall there will be an increase dependence on irrigation.
- Greater Hume is part of the Upper Murray region which is one of 10 sub regions that make up Riverina Murray region. In terms gross value of production for agricultural produce Upper Murray was placed 5<sup>th</sup> overall.
- The document indicates that satellite residential areas (Jindera cited) reduces area available for agriculture by inflating land prices and causing land use conflict.

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INVITATION TO COMMENT - IMPORTANT AGRICULTURAL LAND MAPPING PROJECT  
RIVERINA MURRAY REGION [CONT'D]

- Greater Hume's average farm size relative to other Riverina Murray regions is smaller which could be seen to be an impediment to existing and future agricultural industries adapting, improving and/or expanding their current operations.

A submission is being prepared in response to the exhibition of the Draft R-M IAL mapping and the submission will be **SEPARATELY CIRCULATED AND TABLED** at the December Ordinary Meeting. It will attempt to convince DPI that more of Greater Hume should be mapped as Important Agricultural Land by focusing on the abovementioned planning and other factors that influence whether land should be included as Important Agricultural Land.

**BUDGET IMPLICATIONS**

Considerable resources have been utilised to prepare the submission in response to the exhibition of the Draft R-M IAL Mapping.

**CONCLUSION**

A submission has been prepared in response to the exhibition of the Draft R-M IAL mapping which attempts to address the exclusion of large portions of Greater Hume Council area from being mapped as Important Agricultural Land.

**RECOMMENDATION**

That Council endorse the submission prepared in response to the exhibition of the Draft R-M IAL Mapping.

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## GOVERNANCE

### 3. OFFICE OF LOCAL GOVERNMENT – MODEL CODE OF MEETING PRACTICE

Report prepared by General Manager – Steven Pinnuck

#### REASON FOR REPORT

To advise Council that the Office of Local Government has released the Model Code of Meeting Practice for NSW Councils.

#### 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

A report was submitted to the February 2018 meeting of Council advising that a draft Model Code of Meeting practice had been released and inviting submissions on the Consultation draft by 16 March 2018.

The table below provides a comparison between Council's existing Code of Meeting Practice based on the Act and Regulations with updates to the table presented to the February 2018 meeting in **blue font** that reflect any further changes to the draft consultation and/or relevant clauses.

Original Clause/s of draft Code	Model Code Clause/s	Topic	Non-Mandatory provisions of Model Meeting Code	Council's existing Meeting Code of Practice
3.11	<b>3.10</b>	Giving notice of business to be considered at meetings (notice of motion/Question on Notice)	Council to specify notice period required to include on Agenda.	7 clear calendar days before the meeting.
3.13	<b>Removed</b>	Limitations to the number of Notice of Motions to be presented by a particular Councillor	Number to be specified by the Council. <b>There are now no limitations on the number of Notices of Motions as is currently the case.</b>	No limitation currently specified.
3.14 and 3.15	<b>3.12 and 3.13</b>	How Notices of Motion should be treated by the General Manager in certain circumstances	Predominately administrative procedures. <b>Council can consider at a later date but seem reasonable.</b>	Not covered by Council's existing Code.

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OFFICE OF LOCAL GOVERNMENT – MODEL CODE OF MEETING PRACTICE [CONT'D]

Original Clause/s of draft Code	Model Code Clause/s	Topic	Non-Mandatory provisions of Model Meeting Code	Council's existing Meeting Code of Practice
3.34 – 3.39	<b>3.32-3.36</b>	Pre-Meeting briefing sessions	Providing the opportunity for pre-meeting briefing sessions and recommended rules around those briefing sessions.	Not covered by Council's existing Code and unlikely to be required for Greater Hume Council (GHSC) <b>specific to Council meetings but would provide guidance for workshops and briefing sessions.</b>
4.1 - 4.23		Public Forums	Providing guidance around how public forums should be managed.	Whilst not included within Council's existing Meeting Code, public forums are held immediately preceding each meeting.  Clauses 4.1 to 4.23 are reasonably consistent with the manner in which public forums are conducted by GHSC.
5.13	<b>5.14 – 5.15</b>	The quorum for a meeting	Providing guidance on cancelling/postponing a meeting when it is apparent that a quorum will not be present.	Not covered by Council's existing Code.
5.21	<b>5.19</b>	Audio recordings. <b>Webcasting of meetings</b>	Providing the option of audio recording meetings and committee meetings (where all members are Councillors).	Council currently does not audio record meetings.  <b>Audio visual recording of or audio recordings of all Council and Committee Meetings (where all members are councillors) is mandatory but may be posted to the website at a later time.</b>
	<b>7.1 – 7.4</b>	<b>Modes of Address</b>	<b>Clarifying modes of address</b>	
8.1 & 8.2		Order of Business for Ordinary Council meetings	Council must use either clause 8.1 or 8.2.	Council currently uses an Order of Business similar to 8.2.
	<b>9.10</b>	<b>Mayoral Minute</b>	<b>Where a Mayoral Minutes requires the expenditure of funds it must identify the source of funds or the matter be deferred pending a report.</b>	
10.9		Motions requiring the expenditure of funds	If a motion or an amendment requires expenditure of funds then the source should be identified.	This is a sensible recommendation.



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OFFICE OF LOCAL GOVERNMENT – MODEL CODE OF MEETING PRACTICE [CONT'D]

Original Clause/s of draft Code	Model Code Clause/s	Topic	Non-Mandatory provisions of Model Meeting Code	Council's existing Meeting Code of Practice
11.10 and 20.23	11.10 and 20.24	Voting at Council meetings	Providing the option of recording all voting at Council and Committee meetings in minutes.	Currently this occurs for planning matters only.
13.1-13.7		Dealing with matters by exception	Providing the opportunity to adopt multiple items of business by way of a single resolution.	This is similar to existing Council practice where multiple items are referred to Closed Council with a single resolution.
14.11-14.17		Representations by members of the public as to whether meetings should be closed	Whilst these are mandatory clauses it provides guidance as to how representations can be made.	Not covered by Council's existing Code.
15.13 – 15.15	15.14 – 5.16	Expulsions from meetings	Providing guidance around excluding people (including Councillors) from meetings for the purposes of section 10 (2)(a) and (b) of the Act.	Not covered by Council's existing Code.
17.10		Rescinding or altering decisions	Provides Council with the option of setting a time limit on when rescission motions on development applications can be lodged.	Currently a rescission motion can be lodged up until such time as the resolution is put into force. For development applications this has meant the time that the development consent was provided to the applicant.
17.12 – 17.14			Providing for the option of enabling a Notice of Rescission or Alteration to be considered as a 'Matter of Urgency' at the same meeting.	Not covered by Council's existing Code.
17.15 – 17.20		Recommitting resolutions to correct an error	Providing the option to recommit a resolution to the same meeting to correct an error or remove ambiguity.	Not covered by Council's existing Code.
18.1 – 18.5		Time limits on Council meetings	Providing the opportunity for Council to put time limits on meetings and guidance around any unfinished business will be dealt with.	Not covered by Council's existing Code.

Webcasting of Council meetings is mandatory however Councils can determine whether it is an audio visual or a visual record and can be posted to Council's website subsequent to the Council meeting. Council staff are investing cost effective ways in which to webcast meetings.

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OFFICE OF LOCAL GOVERNMENT – MODEL CODE OF MEETING PRACTICE [CONT'D]

Key points from Office of Local Government Circular 18-35 dated November 2018 are as follows:

- Once the Model Meeting Code is prescribed, transitional arrangements will apply to its adoption by councils. Detailed guidance will be provided on this once the Model Meeting Code is prescribed. As a general rule however, councils should endeavour to adopt a code of meeting practice based on the Model Meeting Code within six months of its prescription.
- Irrespective of whether councils have adopted a code of meeting practice based on the Model Meeting Code, all councils (but not joint organisations) will be required to webcast meetings of the council and committees of which all members are councillors within 12 months of its prescription. The webcasting requirement may be met simply by posting an audio or video recording of the meeting on the council's website.
- Before adopting a new code of meeting practice, councils will still be required to exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code. This requirement does not apply to joint organisations.
- Councils and joint organisations will be advised by a further circular when the Model Meeting Code is prescribed.

A copy of the Model Code of Meeting Practice has been **ENCLOSED SEPARATELY** for Councillors.

The provisions of the Model Code of Meeting Practice that are non-mandatory are in **red font** and provisions that are specific to meetings of boards of Joint Organisations are in **blue font**.

### **BUDGET IMPLICATIONS**

The only clause of the Model Code of Meeting Practice that will have a cost implication is web casting of Council meetings and as discussed previously Council staff are investigating low cost alternatives to implement this mandatory clause.

### **CONCLUSION**

Council will have no option but to adopt the mandatory provisions of the Model meeting Code of Practice once it has been prescribed by the Local Government (General) Regulation 2005. The only clause of the Model Code of Meeting Practice that will have a cost implication is web casting of Council meetings and as discussed previously Council staff are investigating low cost alternatives to implement this mandatory clause.

It is probable that Council will adopt many of the non-mandatory clauses into Council's Code of Meeting Practice.

### **RECOMMENDATION**

That the report be received and noted.

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**4. REVIEW OF VISITOR INFORMATION CENTRE / SUBMARINE MUSEUM STAFFING AND HOURS OF OPERATION**

**Report prepared by General Manager – Steven Pinnuck**

**REASON FOR REPORT**

To submit a further report on the staffing and hours of operation of the Greater Hume Visitor Information Centre and Submarine Museum at Holbrook.

**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 3.3                Increased number of visitors enjoy our shire

**DISCUSSION**

A report was submitted to a Council workshop in April 2014 outlining the increasing cost of operations of the Greater Hume Visitor Information Centre (VIC) and Submarine Museum at Holbrook. At this time and in consultation with the Holbrook Submarine Committee it was determined to discontinue paid staff at the VIC/Museum on weekends and to rely on volunteers. Initially this worked well but in recent times has been most unreliable and caused the VIC/Museum to be closed on either a Saturday or a Sunday or both. This will be discussed in more depth later in the report.

A report was also submitted to Council in October 2017 again raising concerns with the increasing cost of the VIC/Museum. A copy of that report is attached as **ANNEXURE 5** for Councillors' information.

The table 1 below outlines the income and expenditure of the VIC/Museum over the past five years.

**Table 1**

<b>Year</b>	<b>Income \$</b>	<b>Expenditure \$</b>	<b>Nett Cost \$</b>
2013/2014	27,998	175,250	\$147,252
2014/2015	24,652	152,768	\$128,116
2015/2016	22,331	159,488	\$137,157
2016/2017	25,832	167,041	\$141,209
2017/2018	26,617	139,154	\$112,537

*Note: the above costs include salaries and all maintenance and operation costs of the VIC/Museum (excluding depreciation). Salaries include 14 hours per week of the Executive Assistant – Tourism and Promotion, Tourism and Communications Assistant and casual staff including employment on costs.*

It is anticipated that 2018/2019 Net Costs will broadly be in line with the 2017/2018 financial year.

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REVIEW OF VISITOR INFORMATION CENTRE / SUBMARINE MUSEUM STAFFING AND HOURS OF OPERATION [CONT'D]

It should be noted that the Greater Hume VIC at Holbrook supports a network of nine Visitor Information Points across the shire. These are located at:

- Burrumbuttock General Store
- Culcairn, Red Cross Craft Shop
- Henty, Doodle Cooma Craft Shop
- Gerogery Supply Store
- Jindera Pioneer Museum
- Walbundrie Co-Op
- Walla Store
- Holbrook, Woolpack Inn Museum and
- Woomargama Post Office

Whilst visitor numbers through the VIC and Submarine Museum have continued to decline it is important that the VIC/Museum is seen as a Shire wide asset and not a facility that only provides benefit to Holbrook.

A graph outlining presentation to the VIC and Submarine Museum is included in **Part B** with the Tourism and Promotions Report.

As stated in the report to the October 2017 Council meeting, Murray Regional Tourism Board (MRTB) was undertaking a review of how visitor information services are provided.

MRTB has completed a high level body of work into the delivery of visitor services and one of the outcomes of this review was to seek further funding to develop business operating models for stand-alone VIC's and collocated VIC's as is the case at Holbrook. A review of the criteria around the ability to display the yellow 'i'



This funding has now been obtained and workshops on potential business operating models will commence early in 2019 with the report to be completed by the end of the financial year.

The current issue is that the pool of volunteers for the VIC/Submarine Museum is diminishing for a variety of reasons and recruitment of new volunteers has proved very difficult.

The Management direction to staff has been that if a volunteer is unavailable then the VIC/Museum will remain closed.

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REVIEW OF VISITOR INFORMATION CENTRE / SUBMARINE MUSEUM STAFFING AND HOURS OF OPERATION [CONT'D]

Table 2 below identifies on many occasions the VIC/Museum has been closed or either a Saturday or Sunday during 2018.

Table 2

<b>Month</b>	<b>Number of days closed/ Number of weekend days</b>
January	0/8
February	0/8
March	3/9
April	2/9
May	2/8
June	5/9
July	3/9
August	1/8
September	6/10
October	5/8

The high number of closures on Weekend days in recent months has led to a steady flow of complaints to Council from business owners and visitors who have travelled to Holbrook specifically to view the museum or have come off the highway to utilise the visitor services given the presence of the Yellow '1' on the highway.

Enclosed as **ANNEXURE 6** is a recent complaint received from Warren and Helen Thompson, Submarine Café.

Management has had discussions with the Tourism and Communications Assistant to vary her hours for a three month trial period to work from Tuesday to Saturday inclusive. This has allowed the development of three options for consideration and implementation from 1 January 2019.

All three options are based on the VIC/Museum being open from 10am to 3pm on Saturdays and Sundays with paid staff.

**Option 1**

Spread of hours for the Tourism and Communications Assistant is varied to work from Tuesday to Saturday. Saturday hours would be 10am to 3pm (5 hours).

Under this model a casual staff member would be employed from 10am to 5pm (5 hours) on Sunday and the VIC/Museum would close every Monday, except public holidays.

Cost for three month trial \$5,074.  
Annualised cost \$20,295.

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REVIEW OF VISITOR INFORMATION CENTRE / SUBMARINE MUSEUM STAFFING AND HOURS OF OPERATION [CONT'D]

**Option 2**

Tourism and Communications Officer continues to work at the VIC/Museum Monday to Friday and casual staff are employed at the VIC/Museum from 10am to 3pm Saturday and Sunday.

Cost for three month trial \$7,116.

Annualised cost \$28,466.

**Option 3**

Tourism and Communications Officer continues to work at the VIC/Museum Monday to Friday and casual staff are employed at the VIC/Museum from 10am to 4.30pm Saturday and Sunday. These are the existing hours.

Cost for three month trial \$9,251.

Annualised cost \$37,006.

At this point Option 1 is favoured to provide continuity of opening whilst allowing Council to monitor the progress of the MRTB Visitor Services Review.

**BUDGET IMPLICATIONS**

The implementation Option 1 as a three month trial is estimated to cost \$5,074. Annualised this is \$20,295.

It is the Writer's view that the cost of the Option 1, annualised, can be accommodated within the Council budget.

**CONCLUSION**

The Writer is of the view that Greater Hume Visitor Information Centre and Submarine Museum is a very important tourism asset to the broader Council area and the unreliability of opening on weekends must be alleviated.

Option 1 can be implemented as a trial at modest cost and will provide an opportunity for both the Tourism and Communications Officer and Management to assess the amended operating hours prior to further consideration.

Options 2 and 3 are also worthy of consideration but come at a cost.

**RECOMMENDATION**

That:

1. Council accept the offer of the Tourism and Promotions Officer to vary her hours of employment from Monday to Friday to Tuesday to Saturday inclusive for a trial period of three months commencing on 1 January and
2. Council engage casual staff to operate the VIC/Museum on each Sunday during the trial period.
3. a further report be submitted to the March 2019 meeting of Council for consideration.

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**5. POLICY DEVELOPMENT**

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

**REASON FOR THE REPORT**

For Council to consider the readoption of one policy.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Nil.

**DISCUSSION**

Council's review of its Policy Register is ongoing. The following policy has been reviewed by the writer and General Manager, with no revisions except for branding update in the header and summary table.

- Core Staff Numbers Policy

The reviewed policy is attached as **ANNEXURE 7** for perusal.

**BUDGET IMPLICATIONS**

Nil.

**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 within the Local Government sector.

**RECOMMENDATION**

That Council adopt the Core Staff Numbers Policy, as attached in **ANNEXURE 7**.

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**6. INSTALLATION OF NRMA CHARGING STATION FOR ELECTRIC VEHICLES**

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

**REASON FOR REPORT**

To advise Council of the installation of an NRMA Charging Station for electric vehicles in Gallipoli Victoria Cross Rest Area, Albury Street, Holbrook.

**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 3.3 Objective	Increased number of visitors enjoy our shire Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community
Outcome 4.3	We minimise the impact on the environment

**DISCUSSION**

Greater Hume Council has been approached by NRMA to partner in their Electric Vehicle (EV) fast charger network. NRMA and Council staff have met on a number of occasions to identify the best location in Holbrook which is still close to unique local experiences. This agreed location is Gallipoli Victoria Cross Rest Area, Albury Street, Holbrook.

As part of NRMA's Social Dividend Investment Strategy, the NRMA will deliver Australia's largest Electric Vehicle (EV) fast-charge network. This \$10 million investment over three years will see around 47 fast-charge stations, more than double the size of the current network, across NSW and ACT. The network will account for more than 95 per cent of road trips taken by NRMA members and is their way of ensuring regional communities have the infrastructure required to meet the needs of tomorrow's motorists.

Unlike many existing charging stations, NRMA's network will provide universal access for the most popular EV models and will be powered by renewable energy.

While the EV market is in its infancy, there is a unique opportunity to act now and create the infrastructure needed to support the adoption and rollout of EVs in Australia. The automobile industry is changing and, as Australia's largest motoring organisation, the NRMA believe they have a responsibility to help make this change seamless as possible for their Members while adding value to the communities they live, work and visit.

The benefits of a EV charge station will ensure the Greater Hume community has the:

- infrastructure needed to meet the growing number of EV motorists
- opportunity to attract NRMA's 2.6 million Members to our area (charging is free to NRMA Members and the network will be promoted by the NRMA Group)
- opportunity to prepare our community for the inevitable transition to electric vehicles at low cost to Council.
- unique opportunity to make our region a viable destination for current and future electric vehicle owners
- Opportunity to boost our local economy by positioning a charger near small businesses or tourist attractions



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INSTALLATION OF NRMA CHARGING STATION FOR ELECTRIC VEHICLES [CONT'D]

This report is to advise Council of this initiative and to recommend to Council the authorisation of the Mayor and General Manager to sign the lease documents (**ENCLOSED SEPARATELY**) under the Common Seal of Council.

**BUDGET IMPLICATIONS**

Nil

**CONCLUSION**

This is a fantastic initiative by NRMA to provide sufficient, conveniently-located, safe and time efficient charging stations for Electronic Vehicles across NSW. The Writer is of the view that Greater Hume visitors, residents and the environment will benefit in the long term from the installation of this charger.

**RECOMMENDATION**

That Council authorise the Mayor and General Manager to sign the lease documentation under the Common Seal of Council.

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## **CORPORATE AND COMMUNITY SERVICES**

### **1. CHILD CARE SERVICES IN GREATER HUME COUNCIL AREA**

**Report prepared by Director Corporate & Community Services – David Smith**

#### **REASON FOR THE REPORT**

To provide an update on the impacts of the closure of child care services provided by Albury Wodonga Community College under the Community Early Years Childcare service.

#### **REFERENCE TO DELIVERY PLAN ACTION**

Outcome 2.2	We have services to promote and deliver health and wellbeing for all ages
Action 2.2.3.2	Ensure that Greater Hume Children Services remains a relevant and reliable service

#### **DISCUSSION**

As Councillors would be aware, the Albury Wodonga Community College (AWCC) under the Community Early Years Childcare (CEYC), provided child care services in a number of small towns across the region, including Henty and Walla Walla. The AWCC has now advised that they will be ceasing to provide childcare services in Henty and Walla Walla from the end of 2018.

Following the announcement from AWCC, a number of concerned residents contacted Council seeking information as to what could be done to ensure the ongoing provision of childcare services. Subsequently, a community meeting was held in Henty on Thursday 6 December to enable the community to voice their concerns and for representatives from the Australian Government to provide information on possible options moving forward.

Following the Henty meeting, Council has had ongoing dialogue with the Department of Education and Training around possible funding models to enable an approved provider to undertake the services with a degree of financial security. As a result, it appears feasible that Council could agree to provide the required long day care services in Henty and Walla Walla in the short to medium term subject to confirmation of a suitable funding model. Greater Hume Council is already an approved provider under the banner of Greater Hume Children Services. Council would be required to seek an extension to the approved provider status to move into the long day care field, however Government officials are of the view that the approval process will be relatively straight forward.

Management, in conjunction with the Henty and Walla Walla communities, have commenced collating possible enrolment numbers for 2019 and from there a budget will be prepared to capture all costs associated with the provision of the required childcare services at both locations. Once completed, the budget will be presented to the Department of Education & Training and an acceptable funding model negotiated.

It should be noted that in relation to the provision of services in Henty, it is management's view that the most appropriate outcome in the long term is for the Henty Preschool to transition into a long day care provider as has been there strategic aim for some time. That being the case, any agreement for Council to act as the service provider will only be for a finite period of time, for example a maximum period of two years.

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CHILD CARE SERVICES IN GREATER HUME COUNCIL AREA [CONT'D]

However, in relation to Walla Walla, Council also has to consider the proposed construction of the Walla Walla Early Childhood Hub building. Council has received \$277,000 in funding for the project and the signed funding deed states that the funding has been provided for the specific purpose of building a 5 day a week long day care facility in Walla Walla. Up until the recent announcement, AWCC were to be the occupant and provider of the long day care services operating from the building. Given the recent developments, it is now possible that Council could be the service provider subject to the negotiation of a satisfactory long term funding model.

A meeting has been convened with The Hon Craig Laundry MP (representing Minister Dan Tehan), Susan Ley and senior representatives from the Department of Education & Training at 11am Monday 17 December at the Henty Community Club to discuss options for the continuation of childcare services. All Councillors are welcome to attend.

Childcare is an essential service for the future of our small towns. It is vital to keeping and attracting new residents, promoting gender equity in rural areas, allowing parents equal opportunity to take up employment and to connecting families into broader community and services. Whilst Council has for some time concentrated solely on the provision of family day care services, the recent developments require action from Council to address a critical community need and as such it is considered appropriate that Council explore an expansion into long day care services subject to the negotiation of a satisfactory long term funding model.

**BUDGET IMPLICATION**

Any proposal for Council to provide long day care services in Henty and Walla Walla will be contingent upon the successful negotiation of a funding model that covers the full cost of the service delivery with no direct or indirect subsidisation from Council's recurrent budget.

**CONCLUSION**

The decision of AWCC to cease providing child care services in Henty and Walla Walla is disappointing and it is recommended that Council actively explore opportunities to provide long day care services in both towns subject to the negotiation of a satisfactory long term funding model.

**RECOMMENDATION**

That:

1. Council continue to negotiate with the Department of Education & Training in relation to Greater Hume Children Services undertaking long day care services in Henty and Walla Walla under a satisfactory funding model
2. Subject to the negotiation of suitable arrangements under Point 1 above, the provision of long day care services in Henty be for a fixed term of two years during which time Council provide all support necessary to enable the Henty Preschool to expand their existing facilities and transition into long day care
3. Council continue to support the Walla Walla Early Childhood Hub building project and that Council commit to the ongoing provision of long day care services subject to appropriate funding and community need.

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**2. AMENDMENT TO FEES & CHARGES SCHEDULE 2018/2019**

**Report prepared by Manager Corporate Services – Suzanne Klemke**

**REASON FOR REPORT**

To seek Council approval for the inclusion of an addition to Council's Fees and Charges Schedule for the 2018-2019 financial year.

**REFERENCE TO DELIVERY PLAN ACTION**

Not Applicable

**DISCUSSION**

When the Crown Land Management Act 2016 commenced on 1 July 2018, provisions relating to Crown roads and public roads in the Roads Act 1993 were also amended.

Previously, in order to close a Council public road, Council was required to make an application to the Minister for approval to close the road, whereas the new provisions under the Act permit Council itself to close Council owned public roads. This means that Council will need to undertake all the necessary steps which were previously administered by Crown Lands. The process is costly and will take significant administrative time.

Since the adoption of the Fees & Charges Schedule for 2018/2019 financial year, Council officers have established a Closing of Council Public Road procedure in accordance with the requirements of the amended Roads Act 1993.

Council's Fees & Charges currently provide for the payment of a bond (\$5,000), which is used to cover most third party expenses including advertising, searches certificates, valuation etc. Additional costs in excess of the bond are paid by the purchaser and costs totalling less than the bond amount are refunded to the purchaser on settlement.

It is proposed that a Road Closing Application fee of \$2,420.00 (inclusive of GST) be included in the Fees & Charges Schedule for 2018/2019.

**CONCLUSION**

The new fee is recommended for inclusion in the Fees and Charges Schedule 2018/2019.

In accordance with 610F of the Local Government Act 1993, Council must give public notice for a period of at least 28 days of the fee proposed.

**RECOMMENDATION**

That the revised Fees & Charges Schedule for 2018/2019 incorporate the additional Road Closing Application fee and be placed on public exhibition for a period of 28 days commencing Saturday, 22 December 2018.

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**3. POLICY DEVELOPMENTS**

**Report prepared by Manager Corporate Services – Suzanne Klemke**

**REASON FOR REPORT**

To present a revised policy for consideration.

**REFERENCE TO DELIVERY PLAN ACTION**

Not applicable.

**DISCUSSION**

Council's review of its Policy Register is ongoing.

The following policy has been reviewed by the writer with proposed revisions highlighted in yellow where appropriate.

- Internet, Email & Computer Use Policy

The reviewed policy as outlined above is attached as **ANNEXURE 8** for perusal.

**BUDGET IMPLICATIONS**

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

**CONCLUSION**

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

**RECOMMENDATION**

That the Internet, Email and Computer Use Policy as attached as **ANNEXURE 8** be adopted.

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**4. 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**

Strategy	Strategy Plan and lead good governance having a clear framework for strategic planning, policies, procedures and service standards and financial sustainability with effective financial management that is transparent and accountable
Action 1.1.1.1	Establish and implement a structured policy review process including subscription to legislative updates service

**DISCUSSION**

At the July 2018 meeting of the Audit, Risk & Improvement Committee it was recommended that Council review its Fraud Control Policy and report back to the Committee on how the revised policy meets the recommendations from the NSW Audit Office Fraud Control Improvement toolkit.

In accordance with the above recommendation, Council's Fraud Control Policy has been fully rewritten so that the key elements of the Policy align with the four pillars of fraud and corruption control specified in the NSW Audit Office Fraud Control Improvement Toolkit, being Planning and Resourcing; Prevention; Detection; and Response.

The revised policy was presented to the November 2018 meeting of the Audit, Risk & Improvement Committee where the following recommendation was passed:

***RESOLVED [David Maxwell / Cr Osborne]***

- 1. That the revised Greater Hume Council Fraud Control Policy be referred to the December 2018 Council Meeting for consideration.*
- 2. Recommendations from NSW Audit Office Fraud Control Improvement Checklist be included as an Addendum to the policy.*

A copy of the revised policy is included as **ANNEXURE 9**.

**BUDGET IMPLICATIONS**

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

**CONCLUSION**

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

**RECOMMENDATION**

That the revised Greater Hume Council Fraud Control Policy be adopted.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
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**5. CULCAIRN – HEALTHY TOWNS 2019**

**Report prepared by Manager Community Services – Lynnette O'Reilly**

**REASON FOR REPORT**

To advise Council of Culcairn being selected as a challenger for the NSW 2019 Healthy Towns Challenge.

**REFERENCE TO DELIVERY PLAN ACTION**

Strategy 2.2 We have services to promote and deliver health and wellbeing for all ages  
Action 2.2.1.2 Greater Hume Council becomes a health promoting Council.  
Action 2.2.1.6 Develop partnerships with local health services to plan and implement key health promotion initiatives....active community (physical activity promotion and nutrition).

**DISCUSSION**

Culcairn has been selected as a NSW 2019 Healthy Towns Challenger. Applications were open to towns outside the greater Sydney metropolitan area with populations between 1000 and 15,000. Culcairn's application was one of only five towns selected to compete in the challenge and will receive a grant of \$15,000 from NSW Health to compete in the challenge which will begin in February 2019 and finish in August 2019 with the winning town receiving a further prize of \$5,000.

The five rural and regional NSW towns that have been selected to participate are Culcairn from Murrumbidgee, Bowraville and Nambucca Heads from Mid North Coast NSW, Kyogle from Northern NSW and Ulladulla from Illawarra Shoalhaven.

The Culcairn submission was based on input from key stakeholder groups as follows:

- Local Health Advisory Committee x 3 – linkage to the community
- Culcairn Football Netball Club – a club with over 350 members, a significant portion of the town. This will be a key link to the community.
- Billabong High School – linkage to youth in community and parents/carers
- Culcairn Public School – linkage to children and parents/carers
- St Joseph's School - linkage to children and parents/carers
- Youth Advisory Committee - provide input and take feedback to and from the Youth Advisory Committee.
- Red Cross
- Greater Hume Council - provide administrative support and application of the project. Role model various initiatives to other organisations.
- Murrumbidgee Local Health District - provide support, manage the budget and work to enhance some of their core health promotion activities in town including Munch and Move, physical activity for seniors
- Laura Fenwick (Billabong High School) will chair the committee. The committee will meet on an as need basis – fortnightly before the challenge commences to ensure all pre-tasks are achieved and on an as need basis during the challenge to ensure tasks are completed, monitor uptake etc.

For more details about the Challenge go to

<https://www.heartfoundation.org.au/programs/healthy-town-challenge>

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CULCAIRN – HEALTHY TOWNS 2019 [CONT'D]

The Healthy Towns Challenge aims to encourage local partnerships between communities and businesses, government and non-government agencies to improve the health of the community. The initiatives identified for the Challenge will be coordinated and implemented by the local stakeholder committee with support from Greater Hume Council, the Local Health Directorate, NSW Office of Preventive Health and Heart Foundation.

During the healthy towns challenge the Culcairn community will capitalise on its strong network of existing volunteers and infrastructure. The challenge will focus on increasing the use of the walking/cycle track through improved signage, seating and a walking challenge of community and sporting groups. The community groups will be pinned against each other, with the most active group receiving a prize to put towards a healthy policy, event or equipment. The challenge will also see the installation of an all-weather table tennis table, to encourage activity by people of all ages. This will also see the town challenged with businesses going head to head with a lunchtime competition. Volunteers will play a strong role in organising community events to promote the challenge, and assist the town in making changes and engaging business, health providers and residents to become involved.

The Challenge will be used to revitalise the Oasis Newsletter which will be used as a key communications tool with the community and will highlight progress and activities of clubs, individuals and businesses.

A Culcairn stakeholder committee was established with representatives from the LHAC, Culcairn Football Netball Club, Billabong High School, Culcairn Public School, St Joseph's School, Youth Advisory Committee, Red Cross with Great Hume Council and Murrumbidgee Local Health District.

With more opportunities to be active and increasing the community's awareness of these opportunities it is anticipated that the community will become more active in their daily lives. It is hoped that role modelling of business and government through Get Healthy at Work, access to a range of on line programs, group personal trainer and assistance with policy changes including Healthy catering policies will help to shift attitudes around healthier food options.

**BUDGET IMPLICATIONS**

Council's contribution will be funded from the existing Health and Wellbeing budget allocation.

**CONCLUSION**

The Healthy Towns Challenge strongly supports Councils vision and objective of creating healthy, inclusive and resilient communities, acknowledge our volunteers and value our youth. The Challenge will provide a great opportunity for the Culcairn community to be involved and work towards a more active, engaged and healthy community.

**RECOMMENDATION**

That the report be received and noted.



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## **ENGINEERING**

### **1. TL 06 – 2018/19 PROVISION OF SKATEBOARD FACILITY, CULCAIRN SKATE PARK**

**Report prepared by Works Engineer – Andrew Walls**

#### **REASON FOR REPORT**

To consider tenders for the provision of a Skateboard Facility at Culcairn.

#### **REFERENCE TO DELIVERY PLAN ACTION**

Outcome; 2.4.3.1 Council investing in liveability infrastructure.

Action; 4.1.1.2 Ensure the investment in the upgrade of infrastructure is targeted and prioritised.

#### **DISCUSSION**

The provision of a skateboard facility at Culcairn has been the subject of a funding application from the NSW State Government to the value of \$180,000 (excluding GST).

Concept sketches were prepared by a Council officer experienced in skateboarders' requirements and proclivities. The resulting concept design was once again rather ambitious in nature however potential tenderers were made aware of the \$180,000 ceiling (excluding GST) and they were invited to;

- Submit a price for the concept design as supplied that falls within the budget, or
- Submit a price for a reduced scope of the original design in order to fall within the budget constraint, or
- Submit a price for an alternative design that falls within the budget constraint.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed on Tuesday 27<sup>th</sup> November 2018. Four tenders were received via the Tenderlink portal. One tender submitted multiple options.

Submitted prices ranged from \$144,868.00 to \$225,415.00. All prices are exclusive of GST.

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

<b>No.</b>	<b>Name</b>	<b>Tendered Price (excl. GST)</b>
1.	Concrete Skateparks	\$180,000.00
2.	Grind Projects	\$180,000.00
3.	Haley Constructions (original layout)	\$225,415.00
4.	Haley Constructions Alt Option 1	\$144,868.00
5.	Haley Constructions Alt Option 2	\$153,868.00
6.	Concreed	\$163,288.50

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TL 06 – 2018/19 PROVISION OF SKATEBOARD FACILITY, CULCAIRN SKATE PARK  
[CONT'D]

The tender from Haley Constructions (Original Layout) exceeded the budget amount and was not considered. The tenders submitted by Haley Constructions for alternative designs were checked and are mathematically correct.

Haley Constructions has previously carried out work for Council under the banner of Precision Skateparks and were responsible for the construction of the Henty Skateboard Facility.

Staff from Haley Constructions attended a post-tender interview where they confirmed that they were satisfied with the price as submitted and that they have the personnel and equipment to complete the project to the required standard in a safe and timely manner. Haley Constructions could allow for an early 2019 commencement with GHSC project(s) taking precedence over other projects. The company has the capability to conduct multiple projects simultaneously.

Haley Constructions provided Council officers with contact details of a number of professional referees. All those contacted provided positive feedback regarding the ability of Haley Constructions to satisfactorily complete a project of this magnitude.

A table of the apportionment used to assess the tenders and a sketch of the proposed facility are **ENCLOSED SEPARATELY** for Councillors' information.

**BUDGET IMPLICATION**

The tendered price of \$144,868.00 (ex GST) is consistent with the original project estimate. It is intended to fund additional works with the surplus which may include additional skate facilities, seating, shade structures, rubbish bins or landscaping. The tendered price does not include the possibility of provisional items which in any case would be expected to amount to less than 5% of the tender price.

**CONCLUSION**

Four tenders were received for the Provision of the Culcairn Skateboard Facility. All tenders were considered with the exclusion of one of the options tendered by Haley Constructions.

The tender submitted by Haley Constructions for Alternative Option 1 has been assessed and there is no technical or practical reason to conclude that Haley Constructions is not capable of completing the contract to the required standard and within a reasonable timeframe.

**RECOMMENDATION**

That:

1. the tender submitted by Haley Constructions Alternative Option 1 of \$144,868.00 (excl. GST) be accepted.
2. the unsuccessful tenderers be notified.
3. the General Manager and the Mayor be authorised to sign the Contract with Haley Constructions.

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**2. TL 05 – 2018/19 PROVISION OF SKATEBOARD FACILITY, JINDERA SKATE PARK**

**Report prepared by Works Engineer – Andrew Walls**

**REASON FOR REPORT**

To consider tenders for the provision of a Skateboard Facility at Jindera.

**REFERENCE TO DELIVERY PLAN ACTION**

Outcome; 2.4.3.1 Council investing in liveability infrastructure.

Action; 4.1.1.2 Ensure the investment in the upgrade of infrastructure is targeted and prioritised.

**DISCUSSION**

The provision of a skateboard facility at Jindera has been the subject of a funding application from the NSW State Government to the value of \$180,000 (excluding GST).

Concept sketches were prepared by a Council officer experienced in skateboarders' requirements and proclivities. The resulting design was rather ambitious in nature however potential tenderers were made aware of the \$180,000 ceiling (excluding GST) and they were invited to;

- Submit a price for the concept design as supplied that falls within the budget, or
- Submit a price for a reduced scope of the original design in order to fall within the budget constraint, or
- Submit a price for an alternative design that falls within the budget constraint.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed on Tuesday 27 November 2018. Four tenders were received via the Tenderlink portal.

Submitted prices ranged from \$151,805.00 to \$189,423.05. All prices are exclusive of GST.

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

No.	Name	Tendered Price (excl. GST)
1.	Concrete Skateparks	\$189,423.05
2.	Grind Projects	\$176,000.00
3.	Haley Constructions (Option 1)	\$176,805.00
4.	Haley Constructions (Option 2)	\$151,805.00
5.	Concreed	\$163,323.30

The tender from Concrete Skateparks exceeded the budget amount and was not considered. The tender submitted by Haley Constructions for an alternative design (Option 2) was checked and is mathematically correct. However Haley Option 2, whilst essentially being the cheapest option, consisted of a proposed design that bore little resemblance to the Council concept sketch which had been based on public consultation.

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TL 05 – 2018/19 PROVISION OF SKATEBOARD FACILITY, JINDERA SKATE PARK  
[CONT'D]

The submission from Concreed was based on a truncated form of the Council concept sketch. This option would have provided for a facility of a drastically reduced size with an estimated completion date not until July 2019.

The two similarly priced tenders from Grind Projects or Haley Constructions Option1 were both considered. The Grind Projects submission was critical of the Council concept but did not provide any alternative design. The Haley Constructions proposal was for a truncated version of the Council concept which was larger than the option provided by Concreed while remaining within the Council budget.

Haley constructions have previously carried out work for Council under the banner of Precision Skateparks and were responsible for the construction of the Henty Skateboard Facility.

Staff from Haley Constructions attended a post-tender interview where they confirmed that they were satisfied with the price as submitted and that they have the personnel and equipment to complete the project to the required standard in a safe and timely manner. Haley Constructions indicated that programming of projects for Greater Hume Council could allow for an early 2019 commencement with GHC project(s) taking precedence over other projects. The company has the capability to conduct multiple projects simultaneously.

Haley Constructions provided Council officers with contact details of a number of professional referees. All those contacted provided positive feedback regarding the ability of Haley Constructions to satisfactorily complete a project of this magnitude.

A table of the apportionment used to assess the four tenders and a sketch of the proposed facility are **ENCLOSED SEPARATELY** for Councillors' information.

**BUDGET IMPLICATION**

The tendered price of \$176,805.00 (ex GST) is consistent with the original project estimate. It is intended to fund additional works with the surplus which may include additional skate facilities, seating, shade structures or landscaping.

The tendered price does not include the possibility of provisional items which in any case would be expected to amount to less than 5% of the tender price.

**CONCLUSION**

Four tenders were received for the Provision of the Jindera Skateboard Facility. Three tenders were considered.

The tender submitted by Haley Constructions Option 1 has been assessed and there is no technical or practical reason to conclude that Haley Constructions is not capable of completing the contract to the required standard and within a reasonable timeframe.

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TL 05 – 2018/19 PROVISION OF SKATEBOARD FACILITY, JINDERA [CONT'D]

**RECOMMENDATION**

That:

1. the tender submitted by Haley Constructions of Option 1 \$176,805.00 (ex. GST) be accepted.
2. the unsuccessful tenderers be notified.
3. the General Manager and the Mayor be authorised to sign the contract with Haley Constructions.

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**3. FLOOD FEASIBILITY STUDY GRANTS AWARDED TO GREATER HUME COUNCIL FOR CULCAIRN HENTY & HOLBROOK**

**Report prepared by Manager Traffic & Infrastructure – Michael Oliver**

**REASON FOR REPORT**

To inform councillors that Council has been successful in receiving funding for the investigation, design and completion of feasibility studies for works identified in the floodplain risk management plans for the towns of Culcairn, Henty and Holbrook.

**REFERENCE TO DELIVERY PLAN ACTION**

Strategy 3.1	Infrastructure and facilities meet the needs of our communities
Action; 4.1.1.2	Ensure the investment in the upgrade of infrastructure is targeted and prioritised.

**DISCUSSION**

As part of the Floodplain Grants Scheme supported by both Federal Government and NSW Office of Emergency Management, Council has been fortunate in receiving funding for the investigation, design and completion of feasibility studies for works in Culcairn, Henty and Holbrook townships identified in the floodplain risk management plans that were recently completed.

The future works in Culcairn ,Henty and Holbrook will help reduce localised and over land flooding throughout the three towns.

**BUDGET IMPLICATION**

The grant received is a total of \$180,000 based on (\$60,000 per town) with funding being equally delivered by both the Federal Government and NSW Office of Emergency Management.

The funding has been offered on a basis of 4:1 ratio with Council's required contribution being a total of \$45,000 (\$15,000 per town).

Therefore the available funds to undertake investigation, design and completion of feasibility studies for works identified in the floodplain risk management plans is a total of \$75,000 per town.

Council has previously allocated the required funds in the budget so there no impact on Council's current budget position.

**CONCLUSION**

Over past few years Council has been engaged in the Floodplain Risk Management Plan Development process with Stage 1 initially being the Preparation of Flood Plans, Stage 2 being development of Floodplain Risk Management Study & Plans and now Stage 3 being the Investigation and Design (including feasibility studies).

Upon the completion of Investigation and Design (including feasibility studies) for the works identified will enable Council to apply for Stage 4 funding to implement actions for drainage infrastructure, flood mitigation works, levee upgrades, flood warning systems and other floodplain works as required in the towns.

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FLOOD FEASIBILITY STUDY GRANTS AWARDED TO GREATER HUME COUNCIL FOR  
CULCAIRN HENTY & HOLBROOK [CONT'D]

**RECOMMENDATION**

That Council accept the grant funding of \$180,000 for the investigation, design and completion of feasibility studies for works identified in the floodplain risk management plans for towns of Culcairn, Henty and Holbrook.

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**4. NSW DISASTER RECOVERY FUNDING ARRANGEMENTS – NEW ARRANGEMENTS**

**Report prepared by Director Engineering – Greg Blackie**

**REASON FOR REPORT**

To update Council on changes to the NSW Disaster Recovery Funding Arrangements (DRFA).

**REFERENCE TO DELIVERY PLAN ACTION**

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

**DISCUSSION**

On 1 November 2018, the Commonwealth's Disaster Recovery Funding Arrangements (DRFA) and corresponding changes to the NSW Disaster Assistance Arrangements came into effect.

The Office of Emergency Management (OEM) has been working with NSW Councils and relevant State Agencies to support the implementation of the new arrangements, including extensive consultation and training for relevant staff.

The Writer, Council's Manager of Traffic and Infrastructure, Manager of Works, and Finance Staff have attended a number of training and information sessions on the proposed changes.

The key changes are explained in the fact sheet in **ANNEXURE 10**, however the key benefits for Greater Hume are:

In the event of an eligible disaster Council can claim funding for:

1. The use of Council day labour staff, plant and equipment for Emergency Works, Immediate Reconstruction Works, and Essential Public Asset Reconstruction Works. (Previously Council could only claim if contractors undertook this work, or work was done outside of normal working hours).
2. An extended period for emergency works on public Essential Public assets (including clean up) for up to 3 months from the time that the asset becomes accessible instead of the previous 21 days.

The only major impact is Council is now responsible for the first \$54,510 (Based on 0.75% of Councils Total Rate Revenue for the 18/19 Financial Year) of any disaster claim instead of the \$29K that was under the previous arrangements.

Whilst noting that the Council is now responsible for approximately \$25K in additional costs for each event the advantages of undertaking work using Council staff and plant and equipment and being able to immediately attend to issues far outweighs the additional cost. Also the extended period to undertake emergency works on essential public infrastructure (ie roads and bridges) gives Council much more flexibility to undertake work and make it claimable under the new arrangements.



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NSW DISASTER RECOVERY FUNDING ARRANGEMENTS – NEW ARRANGEMENTS  
[CONT'D]

Whilst the new arrangements won't benefit some other NSW Councils especially the larger Councils with large rate incomes or don't have their own workforce (only contractors) the advantages to most small to medium rural based councils is significant with little additional cost involved. The main benefit for our residents and ratepayers is seeing Council responding to disasters quickly rather than having to wait and arrange contractors to do work, which involves the preparation of tenders, tendering and then the contractor undertaking works which in most instances takes months to complete (an example was the additional \$1m Gravel Road Resheeting completed last year (2017) that was for an event that occurred 12 months previously).

As the impacts for Councils vary across the state, the proposed change to the new arrangements have been made optional for the next 12 months (up to 1 November 2019) with OEM requiring Council to advise if they wish to change to the new funding arrangements or remain with the current arrangement.

As the benefits are significant for most rural based Councils, and as shown what additional cost is soon outweighed by the benefits for Greater Hume, management have advised OEM that Council has "opted –in" to the new arrangements for the next 12 months.

**BUDGET IMPLICATION**

No impact unless a disaster event has been declared. Although as detailed the advantages of adopting the changes far outweigh an additional \$25k per claim.

**CONCLUSION**

Whilst the changes in the arrangements does not suit all councils, for Greater Hume the changes will allow Council to respond to disasters in a more efficient way providing major benefits to residents and visitors alike.

**RECOMMENDATION**

That Council receive and note the report.

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**5. PURCHASE OF NEW GRADER**

**Report prepared by Operations Overseer – Craig Hall**

**REASON FOR REPORT**

To inform Councillors that the purchase of a grader has been determined through the Local Government Procurement process (LGP). As the purchase is greater than \$150,000, Council is being informed as part of the Procurement Policy.

**REFERENCE TO DELIVERY PLAN ACTION**

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

**DISCUSSION**

As part of Council's Plant Replacement Program, Council has undertaken the procurement of a new motor grader in the Council Plant Fleet. Tenders were sought through Local Government Procurement and this report is presented to ensure compliance with Council's Procurement Procedure.

As shown in the Purchase Assessment Report – Plant **ENCLOSED SEPARATELY** the recommended tender is from Komatsu Australia Pty Ltd for the Komatsu GD555-5 Grader.

The Komatsu GD555-5 would be utilised for maintenance grading within the Jindera Maintenance Grading Crew. Two other Komatsu GD555-5 graders are currently used by Council's Maintenance Grading Crews, and have been found to be reliable and economical. It also comes with the extended Komatsu premium warranty of 60 months/6,000 hours and 3 year/2,000 hour complimentary maintenance and machine condition reports.

**BUDGET IMPLICATION**

Council's Budget for the purchase of a new motor grader for Jindera Maintenance Grading Crew is \$400,000 ex GST minus the estimated trade of existing grader (\$125,000 excl. GST) giving a net cost for new grader at \$275,000 excl. GST. The actual cost of the new grader \$325,900 ex GST minus the minimum approximate auction value (\$68,000 excl. GST) gives a net cost for the new grader at \$257,000 excl. GST. Therefore it will have no effect on Council's budget.

**CONCLUSION**

As received through Vendor Panel by Komatsu Australia Pty Ltd, the Komatsu GD555-5 Grader is considered the most appropriate for this purchase.

**RECOMMENDATION**

That Council receive and note the report outlining the purchase of a new Komatsu GD555-5 Grader for a purchase price of \$325,900 (excl. GST).

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**6. PURCHASE OF BULK WATER TANKER FOR FIRE FIGHTING PURPOSES**

**Report prepared by Director Engineering – Greg Blackie**

**REASON FOR REPORT**

To update Councillors on the process of providing a mobile bulk water tanker for the upcoming fire season.

**REFERENCE TO DELIVERY PLAN ACTION**

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

**DISCUSSION**

Cr Tony Quinn raised as a matter of urgency at the August Ordinary Meeting of Council the following:

*That the Director Engineering enter into discussions with Albury City Council with the view of providing a mobile water supply of at least 20,000 litres for the upcoming fire season for use by either Council.*

Since the meeting and following discussions with Albury City and the NSW Rural Fire Service, about the idea, both Brad Ferris from Albury City, and Pat Westwood from RFS indicated support for the concept, however were unable to provide financial support to the proposal.

Council has since purchased a new Western Star Prime Mover that will be used to tow the required bulk water tanker. After the season the prime mover will become part of the Council's Holbrook based construction crew, as was originally detailed in Council's plant replacement program. The prime mover is due for delivery next week.

It is proposed for this fire season the Prime Mover will support Council's maintenance grading activities by supplying bulk water to smaller sized water trucks on a daily basis, but be available to go to a fire if requested. On extreme fire days the truck will be located at Council's Jindera Works Depot loaded with water and ready for emergency use.

Council is still in the process of obtaining a bulk water tanker from a number of sources, however will consider leasing or hiring if purchase become impracticable for this fire season.

Current prices range from \$40k (second hand) to \$65k (new) and Council may be required to accept a single quote from one supplier on short notice to ensure delivery is obtained within the required timeframes.

It is proposed the unit will be operational by early January.

It is considered that the use of the mobile bulk water tanker will become part of normal operations by Council staff and be available to go to fires if called, (and be prepared and located at Jindera Depot on extreme fire days) to provide an effective solution to the Matter of Urgency raised by Councillor Quinn

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PURCHASE OF BULK WATER TANKER FOR FIRE FIGHTING PURPOSES [CONT'D]

**BUDGET IMPLICATION**

The prime mover was purchased as part of Council's current plant replacement program. It is proposed that the bulk water tanker trailer be purchased in lieu of the bulk tipping trailer proposed this financial year, with the tipping trailer being deferred to the 2019/20 plant replacement program.

**CONCLUSION**

Council staff have proceeded with the purchase of a mobile bulk water tanker to support local brigades in this year's fire season. It is proposed that the unit will be operational by early January,

**RECOMMENDATION**

That Council endorse the work of staff so far in to provide a mobile bulk water tanker trailer for use in this upcoming fire season and endorse the change to Council's proposed plant purchase program with a bulk water tanker trailer to be purchased in lieu of a bulk tipping trailer.

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**7. ROAD EXPENDITURE – COPPABELLA ROAD, CUMMINGS ROAD AND ALMA PARK ROAD**

**Report prepared by Director Engineering – Greg Blackie**

**REASON FOR REPORT**

To advise Council on proposed budget alterations required due to additional expenditure incurred following unexpected issues found during construction of two road projects and the impact of softwoods logging on Coppabella Road.

**REFERENCE TO DELIVERY PLAN ACTION**

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

**DISCUSSION**

**Cummings Road, Alma Park Road**

As councillors would be aware staff have recently completed roadworks on both Cummings Road and Alma Park Road. These projects were the last two remaining projects to be funded under the current Federal Government Roads to Recovery (RTR) program that finishes this financial year 2018/19. A new 5 year RTR program commences next year (2019/20).

Budgeting for most road projects to date has been developed based on the cost of similar works previously undertaken by Council for routine jobs. Generally Council estimating has been good but unfortunately on the Cummings Road project once commenced, very poor subgrade conditions were encountered along the entire section being reconstructed. This has required significant additional work to be undertaken using a combination of lime stabilization and addition of extra road pavement material. The cost of this rectification has added approximately \$216k to the original project budget (Original Budget \$300k, Total Cost \$516k). It is to be noted that other sections of Cummings Road that were reconstructed recently, no poor subgrade conditions were encountered, therefore staff made no allowance in the original budget for the additional work that has now been required to be undertaken.

Similarly at Alma Park poor ground conditions were encountered and additional stabilization and drainage works were required adding \$86k to the original project budget. (Original Budget \$150k Total Cost \$236k).

Normally budget adjustments can be made through the ongoing RTR program, or by delaying other projects, however this is not possible as both RTR projects were undertaken at the same time, and this being the final year of the program.

Therefore other options are needed to rectify the over expenditure. It is proposed that the additional cost of both these projects be funded from unallocated carried forward funds retained in Council's rural road resealing budget. These funds have been made available following savings obtained from the previous year's resealing program that has been carried forward. Usually any savings carried over are used to reseal additional roads or compensate if resealing costs inflate significantly due to volatilities in the oil price. Following the acceptance of the tender recently for resealing no significant price increase has occurred for this year's sealing program. Therefore in this instance it is recommended that the savings be used to offset the additional expenditure on these two road construction projects.

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ROAD EXPENDITURE – COPPABELLA ROAD, CUMMINGS ROAD AND ALMA PARK ROAD [CONT'D]

Total savings carried forward in the rural road resealing that were unallocated are \$449K for 2017/18. A total of \$302k is required to offset the additional expenditure incurred for the two projects.

Council is improving its estimating process on an ongoing process, with more road projects than ever before being investigated more rigorously prior to budgets being developed. However, it is difficult to prepare full designs and cost estimates including detailed geotechnical investigations (that would have provided some indications to the problems encountered on the projects) for all projects to be considered for inclusion in a proposed budget. It is estimated that the cost of undertaking geotechnical investigations on local road projects would add approximately \$20,000 to each project. Council would need to make an assessment as to whether this additional cost is warranted for all reconstruction projects.

However improved budget estimating is still being implemented by staff, with most projects identified for next year's budget already being assessed more rigorously with the full survey and designs underway or completed. Although no geotechnical work has yet been initiated at this point.

#### **Coppabella Road**

Council staff are aware of significant failures that are occurring on Coppabella Road due to extensive logging traffic. **ANNEXURE 11** contains some photos of failures on Coppabella Road.

As advised in previous reports to Council, Greater Hume in conjunction with the Softwoods Working Group and Snowy Valleys and Cootamundra-Gundagai Councils have lodged a Growing Local Economies Application for \$20 Million to fix a number of key roads in the region used by softwoods industry. Coppabella Road is one of the key roads with \$7M of the \$20M application committed to undertake the required road upgrades to sustain the log traffic that is occurring. Council is hopeful an announcement on funding will occur shortly however some works require immediate attention.

As identified some sections of Coppabella Road are requiring significant maintenance work immediately, with some remedial works already been undertaken to ensure the road is kept in safe condition. Local plantation owner PF Olsen have provided some gravel at no charge to Council to help maintain the unsealed sections of the road however major stabilisation works are required on other sealed sections of the road. Initial estimates put an estimate of \$400k to undertake these works which will be required to be undertaken in the near future to ensure the road remains safe.

A Fixing Country Roads (FCR) application should be lodged immediately, however due to pending State Elections this is not possible. This impacts on the funding process and it is likely Council will be unsure if any funding can be obtained, and it will need to possibly prioritise some funding in next year's budget to complete the required work.

It is to be noted additional maintenance funds are still required this year until major works are completed by either grant of Council funds. It is considered that some of the unallocated funds remaining in the rural road resealing budget be allocated to undertake the required works.

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ROAD EXPENDITURE – COPPABELLA ROAD, CUMMINGS ROAD AND ALMA PARK ROAD [CONT'D]

**BUDGET IMPLICATION**

Although significant additional expenditure has occurred on both the Cummings Road and Alma Park Road Reconstruction Projects, both can be offset by savings that have been generated from Council's rural resealing program that has been carried forward from last year. Improved cost estimating is being implemented to reduce the risk of future expenditure issues. A successful GLE/FCR application will offset any cost of the major repair works for Coppabella Road, however, additional maintenance costs are to be expected as the deterioration continues, and appropriate funds need to be allocated.

**CONCLUSION**

Whilst it is disappointing significant additional expenditure has occurred on both the Cummings Road and Alma Park Road Reconstruction Projects, it was critical that shortcuts were not undertaken in any of the rectification work to compromise the long term benefits of the road work. Unfortunately, additional costs have been occurred but options to reallocate the funds required to offset the over expenditure have been found negating the overall impact on Council's budget position.

Improved budget estimating is increasingly being implemented by staff, with most projects identified for next year's budget already being rigorously assessed with the survey and designs underway or completed for most projects. This work will reduce the risk of future issues occurring.

The condition of Coppabella Road is concerning with significant works being required to ensure it is kept in a safe condition. Options to fund the work will be investigated through a FCR application, however additional maintenance expenditure it to be expected this year, and is required to be allocated as detailed.

**RECOMMENDATION**

That:

1. Council endorse the reallocation of funding of \$216k to the Cummings Road Reconstruction Project, and \$86k to the Alma Park Road Reconstruction project, from Council Rural Resealing Budget.
2. the staff prepare and lodge a Fixing Country Road application to undertake major repairs on Coppabella Road, Carabost, and note the increased likelihood of additional maintenance works required to be undertaken this year, accessing the remaining funds from Council's adopted Rural Resealing Budget.

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## **ITEMS TO BE REFERRED TO CLOSED COUNCIL**

### **1. JACOB WENKE DRIVE RESIDENTIAL SUBDIVISION, WALLA WALLA**

**Report prepared by General Manager – Steven Pinnuck**

#### **REASON FOR REPORT**

For Councillors to consider a pricing structure for the Jacob Wenke Drive Residential Subdivision, Walla Walla which is expected to be released early in 2019.

#### **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 3.2.2.1          Promote residential development

#### **DISCUSSION**

With the exception of the installation of the electrical transformer the installation of all services to the Jacob Wenke Drive Residential Estate should be completed by the December 2018. Accordingly, it is appropriate for Council to consider an appropriate pricing structure to enable marketing to commence in February/March 2019.

In developing a pricing structure has reviewed the construction cost and then compared with recent subdivision releases in Jindera and Tangambalanga.

#### **BUDGET IMPLICATIONS**

The cost of constructing the Jacob Wenke Residential Subdivision at Walla Walla has been funded from the Land Development Reserve and the proceeds of any sales will be returned to that reserve.

#### **CONCLUSION**

As consideration of potential list prices for 7 Lots within the Jacob Wenke Residential Subdivision at Walla Walla is confidential in nature until such time that Council has determined a position, it is recommended that the matter be referred to Closed Council in accordance with sections 10 A (2) (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

#### **RECOMMENDATION**

That consideration of potential list prices for 7 Lots within the Jacob Wenke Residential Subdivision at Walla Walla be referred to Closed Council in accordance with sections 10 A (2) (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

#### **REASON**

On balance the public interest in preserving the confidentiality the determination of list prices of the 7 Lots outweighs the public interest in maintaining openness and transparency in Council decision making because the disclosure of this information could compromise Council's negotiating position.



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**2. MAYORAL MINUTE - GENERAL MANAGER'S CONTRACT OF EMPLOYMENT**

**Report prepared by Director Corporate & Community Services – David Smith**

**REASON FOR REPORT**

To present a Mayoral Minute dealing with the General Manager's contract of employment.

**REFERENCE TO DELIVERY PLAN ACTION**

Statutory matter

**DISCUSSION**

The General Manager, Steven Pinnuck, has formally given notice to Council that he is seeking a new Contract of Employment. Council is required to respond to this request at least six months prior to termination of the current Contract. The current contract expires on 30 June 2019 and therefore a decision from Council is required by 31 December 2018.

**BUDGET IMPLICATIONS**

Ongoing costs associated with the employment of the General Manager are included in Council's recurrent budget.

**CONCLUSION**

As the employment of the General Manager is confidential in nature, it is recommended that the matter be referred to Closed Council (Committee of the Whole) for discussion in accordance with Section 10(a)(2)(a) of the Local Government Act 1993 – personnel matters concerning particular individuals (other than councillors)

**RECOMMENDATION**

That the Mayoral Minute on the General Manager's contract of employment be referred to Closed Council (Committee of the Whole) for discussion in accordance with Section 10(a)(2)(a) of the Local Government Act 1993 – personnel matters concerning particular individuals (other than councillors)

**REASON**

The ability for Councillors to discuss the General Manager's contract of employment in a full and frank manner outweighs the need for the report to be discussed on Open Council at this point.

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## **PART B - ITEMS FOR INFORMATION**

### **GOVERNANCE**

#### **1. WORKSHOP/BRIEFING SESSION SCHEDULE 2018/2019**

##### **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.

<b>Workshop/Briefing Session date</b>	<b>Topic</b>
31 January 2018	Preliminary Roads Workshop
14 February 2018	Refugee Resettlement Briefing
17 February 2018 (Saturday)	9am to 3pm Visioning Workshop
24 February 2018 (Saturday)	Shire/Roads Tour
28 February 2018	Rating Workshop and Preliminary Budget Workshop
7 March 2018	New Website Briefing Final Roads Workshop
28 March 2018	Water Supply Operations Workshop
4 April 2018	Final Budget Workshop
16 April	Stronger Country Communities Round 2 - shortlisting and assessing applications
2 May 2018	Contributions Plan Priority Project Review
6 June 2018	Passenger Vehicles and Utes Service Review
11 July 2018	draft Developer Contributions Plan for the South Jindera Planning area.
1 August 2018	Update and Way Forward on Unsuccessful Grant Applications
5 September 2018	Potential Sale of Land @ Hawthorn Road, Jindera and Update on Land Bank
3 October 2018	Presentation by proponents of Glenellen (Jindera) Solar Farm. Following the presentation this may provide an opportunity for Councillors to have some broader discussion around solar farms in the shire.
24 October 2018	Presentation from Department of Primary Industries regarding Important Agricultural Land Mapping
5 December 2018	Review of Section 94A Works Program Update on Council's website development
6 February 2019	Implications of Solar Farms in Greater Hume Council area. Tentative date subject to all 9 councillors being available.
13 February 2019	Roads Workshop
1 March 2019 (FRIDAY)	Shire Tour
6 March 2019	Preliminary Budget Workshop
13 March 2019	Final Roads Workshop
3 April 2019	Final Budget Workshop
1 May 2019	Proposed Ward Boundary Alterations

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WORKSHOP/BRIEFING SESSION SCHEDULE 2018/2019 [CONT'D]

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

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

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

For Councillors' information.

**2. OFFICE OF LOCAL GOVERNMENT CIRCULARS**

**REASON FOR REPORT**

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

**DISCUSSION**

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

- 18-43 Council decisions on the administration of the September 2020 elections Council Circular
- 18-42 Recent amendments to the Government Information (Public Access) Act 2009 Council Circular
- 18-41 Misuse of Council Resources – March 2019 State Election Council Circular
- 18-40 Expanded powers under the Impounding Act 1993 to manage shared bicycles Council Circular
- 18-39 Debt Management and Hardship Guidelines Council Circular
- 18-38 2018-19 draft Code of Accounting Practice and Financial Reporting (Update No. 27) Council Circular
- 18-37 Audit Office – Local Government Fraud Control Performance Audit Council Circular
- 18-36 Promoting Water Safety during the 2018-19 Swimming Season Council Circular
- 18-35 The new Model Code of Meeting Practice for Local Councils

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

For Councillors' information.

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**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 October/November 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.

**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 12**.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

For Councillors' information.

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## **CORPORATE AND COMMUNITY SERVICES**

### **1. GREATER HUME CHILDREN SERVICES – REPORT FOR NOVEMBER 2018**

**Report prepared by Team Leader, Greater Hume Children Services – Fiona Pattinson**

#### **REASON FOR REPORT**

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

#### **DISCUSSION**

Service Statistics as at 7 December 2018:

Educators	NSW 41	Victoria18	2 Albury
Educators working in the shire	6 plus 1 starting in January Holbrook		
Families registered	459		
Shire families using care	70 families and 81children		
New families in month	36		
Children registered for care	698		
Average EFT	201		

#### **Comments**

Greater Hume Children Services (GHCS) has been in collaboration with Gerogery Public School regarding offering in venue out of school hours care for 2019. The Principal contacted GHSC a few months ago, as she had a concern that she would lose children to Albury schools, due to the lack of out of school hours care for families. A survey with families was completed in regards to viability in 2019; and the numbers were promising. It will operate five mornings and afternoons a week.

There will be a trial period, in first term, to see if it will be viable - and cost effective for the educator and GHCS, and a MOU will be written up with GHCS and Gerogery public school.

Due to the recent circumstances of two early childhood services closing in the Henty and Walla Walla areas GHCS will be actively marketing and recruiting in those areas and Greater Hume local government area, to help assist and support children and families with childcare needs.

Three new educators will commence with the GHCS service from Albury, Table top and Holbrook in January 2019.

GHCS is applying for a multi-cultural grant and if the application is successful it will help implement a project to develop project multicultural resources, as well as provide community connection and linkages with opportunities for families to access family day care. Additionally it will provide support and resources for developing educators and ongoing support to run their own family day care business and utilising different cultures to develop story time and play group and to develop inclusiveness within the shire.

#### **CONCLUSION**

For Councillors' information.

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**2. COMMUNITY SERVICES REPORT FOR DECEMBER 2018**

**Report prepared by Manager Community Services, Lynnette O'Reilly**

**REASON FOR REPORT**

To provide an update on activities within the Community Services department.

**REFERENCE TO DELIVERY PLAN ACTION**

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

**DISCUSSION**

**Live A Greater "Healthier" Life - Culcairn**

Culcairn has been selected as one of only five NSW towns to participate in the 2019 Healthy Towns Challenge. The Challenge is a joint initiative of NSW Health and the Heart Foundation and highlights the important role communities play in helping residents eat well, move more and sit less. Refer PART A report in this agenda.

**International Day of People with Disability**

International Day of People with Disability (PWD) was celebrated with a morning tea at the Culcairn library on Monday 3 December. Speakers included Jacki Lister from Council's Culcairn office and Hayden Honeywell who undertakes work experience student and volunteer placements at the Culcairn library. Jackie and Hayden gave a presentation on Cerebral Palsy and shared some of their story which reflected access and inclusion in practice within the community and within council.

"Access at a Glance" a program in which Council has teamed up with Intereach to promote across our community was launched. Is a simple program that shows customers business/organisations accessibility. How it works, the business/organisation is assessed as to what accessible facilities and resources it has and receives stickers to display at the front of their premises showing which aspects they meet For example wheelchair access and toilets, braille, hearing loops etc.

**Community Development Grant Update**

Both Walla Walla Sports Ground and Lankeys Creek Hall have been contacted and all required information has been provided so both grant applications are now approved. A letter confirming successful grant applications and funding agreements are in the process of being sent.

**CONCLUSION**

For Councillors' information.

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**3. GREATER HUME CUSTOMER REQUEST MODULE – SUMMARY OF MONTHLY REQUESTS**

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

**4. STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 30 NOVEMBER 2018**

The statements of bank balances and investment report as at 31 October 2018 are attached at **ANNEXURE 13**.

**5. PEOPLE & CULTURE (HUMAN RESOURCES) REPORT FOR NOVEMBER 2018**

**REASON FOR REPORT**

To advise councillors on human resources activities such as new staff, resignations and staff development programmes

**REFERENCE TO DELIVERY PLAN ACTION**

Delivery Program 2017-2021, 1.1.1.1, 1.3.1.3, 2.2.5.1  
Workforce Management Plan 2017-2021, 1-12

**DISCUSSION**

**Legislation / Policies / Procedures**

- Employee Health Monitoring Policy → Procedure – draft for consultation process during early 2019
- EEO Policy and Procedure – ongoing, under review

**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 attended 22 November 2018

**Recruitment**

- New employees commencing with Council during November:
  - Robert O'Connor – Ranger/Waste Depot Attendant Casual
  - Faith Pyers – Pool Lifeguard
  - Mark Wettern – Pool Lifeguard
  - William Nauer – Pool Lifeguard
  - Cassidy McAliece – Pool Lifeguard
  - Greta Mackinlay – Pool Lifeguard
  - Zoe Briese – Pool Lifeguard
  - Julie Barber – Pool Lifeguard

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PEOPLE & CULTURE (HUMAN RESOURCES) REPORT FOR NOVEMBER 2018 [CONT'D]

- Position/role changes with existing Council employees during November:
  - nil
- Employees ceasing duties with Council during November:
  - nil
- Positions advertised in November:
  - nil

**Workplace Relations**

- Participate with Outdoor Staff quarterly meetings - meeting scheduled for 6 December 2018
- Coordinate Consultative Committee – meeting scheduled for 6 December 2018; committee training scheduled for February 2019
- Participate with Risk & WHS Committee – meeting scheduled for 6 December 2018

**Professional Development & Learning**

- Traffic Control entry level – 3 participants

**Review & Continuous Improvement**

- Weekly reviews with Director Corporate & Community Services
- Monthly reviews with MANEX

**CONCLUSION**

For Councillors' information



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## **ENGINEERING**

### **1. NOVEMBER 2018 REPORT OF WORKS**

#### **Grants Program**

##### **State Roads Maintenance (RMCC):**

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

Roadside spraying has been carried out on Olympic Highway (MR78) and Tumbarumba Road (MR284).

Removal of roadside suckers is currently being undertaken.

Bitumen resealing works on Olympic Highway and Tumbarumba Road has commenced, as part of Council's Reseal Program.

Riverina Water County Council has completed under boring and pipe installation under Olympic Highway in Henty. This area will be heavy patched during Council's Heavy Patching Program in early 2019.

Henty rest area and stock pile site upgrade is expected to be completed and re-opened for truck parking prior to Christmas.

##### **Regional Roads Block Grant:**

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

Roadside slashing and spraying on Regional Roads is continuing.

#### **Local Roads**

##### **Sealed:**

Roadworks at the intersection of Urana Rd (MR125) and Walla Walbundrie Rd has commenced, this includes a turning lane road realignment.

Road rehabilitation and widening has commenced on a 1km section of Jennings Rd commencing from Olympic Highway (MR78).

General pavement maintenance on local roads is continuing.

Roadside slashing and spraying on local roads is continuing.

##### **Unsealed:**

Resheeting has been undertaken on Burges Ln and Corrys Ln as part of Council's Resheeting Program.

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NOVEMBER 2018 REPORT OF WORKS [CONT'D]

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

- Balldale Walbundrie Rd
- Chambers Rd
- Coach Rd
- Corrys Ln
- Ferguson Rd
- Ferndale Boundary Rd
- Fielder Moll Rd
- Funk Rd
- Halford Dr
- Kendalls Rd
- Listers Ln
- Luther Rd
- Maginnitys Gap Rd
- Reynella Rd
- Rockingham Rd
- Ryan Stock Rte
- Sawyer Rd
- Sherwyn Rd

**Urban Streets:**

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

Tactile Indicators were installed in Sladen Street, Henty, to support the visually impaired members of our community.

**General:**

Lookout Before You Step Out signs have been installed in key pedestrian crossing areas throughout Culcairn, Jindera and Holbrook as part of Council's Road Safety Program.



Picture: Balfour Street, Culcairn

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NOVEMBER 2018 REPORT OF WORKS [CONT'D]

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

General maintenance of public toilets and parks is continuing.

**Monthly Works Maintenance Expenditure:**

Local Roads Program	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Urban Local Roads Maintenance	\$500,000.00	\$208,333.33	\$179,395.74	\$28,937.59	
Rural Roads Sealed	\$700,000.00	\$291,666.67	\$337,499.06	-\$45,832.39	Extensive roadside slashing & heavy patching undertaken during November
Rural Roads Unsealed	\$1,087,713.00	\$453,213.75	\$459,326.06	-\$6,112.31	Additional grading completed following suitable weather conditions
Street Tree Maintenance	\$237,780.00	\$99,075.00	\$77,411.98	\$21,663.02	

Regional Roads Program	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Regional Roads Maintenance	\$912,359.00	\$380,149.58	\$208,347.31	\$171,802.27	
Regional Roads Capital	\$912,000.00	\$380,000.00	\$163,727.53	\$216,272.47	

Sportsgrounds, Parks & Public Toilets	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Sportsground Maintenance	\$125,000.00	\$52,083.33	\$47,824.76	\$4,258.57	
Parks & Gardens Maintenance	\$278,000.00	\$115,833.33	\$94,306.24	\$21,527.09	
Public Toilets Maintenance	\$157,614.00	\$65,672.50	\$53,537.85	\$12,134.65	

**NB : Sportsground Maintenance excludes annual GHC contribution payment**

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**2. WATER & SEWER REPORT – NOVEMBER 2018**

**Capital Works Program:**

- Culcairn, Henty & Holbrook – sewer main relining WIP

**Operation & Maintenance:**

- Meter reading completed
- New water service connection – 14 Anvil St, Jindera
- New water service connection – 18 Mulgrave Rd, Jindera
- Water service repairs – 12-14 Princess St, Culcairn
- Water service repairs – Brocklesby- Burrumbuttock Rd, Brocklesby
- Water meter replacements – Jindera area
- Water main repair – Krause Crt, Jindera (broken by gas contractor)
- Sewer choke main – 12 Wattle St, Culcairn
- Sewer choke main – 149 Dight St, Jindera

**Drinking Water Monitoring Program:**

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

**Water Quality Complaints**

Nil to report.

**Water Supply Sourced and Used**

<b>1 July 2018–30 November 2018</b>	<b>2016/2017</b>	<b>2017/2018</b>	<b>2018/2019</b>
Culcairn Water Supply (ML)	58.82	46.60	61.35
Village Water Supply (ML)	104.39	120.21	138.40
<b>Totals (ML)</b>	<b>163.21</b>	<b>166.81</b>	<b>199.75</b>

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## **ENVIRONMENT AND PLANNING**

### **1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF NOVEMBER 2018**

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

### **2. SENIOR WEEDS OFFICER'S REPORT – NOVEMBER/DECEMBER 2018**

St. John's Wort spraying has commenced in the western side of the shire with a lot of small plants growing after the recent rains. 3 contractors as well as 2 Council weed units are at present spraying St. John's Wort on road reserves across the shire. The inclement weather conditions have not made it easy with wind and rain causing spraying to become a stop start proposition. The recent rains have seen a large amount of late Wort germination.

Inspections around the shire have continued for all weeds with particular emphasis being placed on Chilean Needle Grass. Property inspections for St John's Wort, Blackberry and Sweet Briar have commenced and will continue through until the end of the year.

The Murray LLS has announced that Natasha Lappin is the new Regional Weed Coordinator for the Murray region. Natasha was introduced to the Murray region weed officers at the recently held regional meeting held at Corowa on 5 December 2018. The Weeds Action Plan grant funding of \$567,179.00 for the Murray region was also announced at this meeting. This was an increase from the projected total of \$81,875.00. Greater Hume Council will receive \$94,079.43 from the grant for weed control purposes.

### **3. RANGER'S REPORT – NOVEMBER 2018**

#### **COMPANION ANIMALS**

<b>No. of Complaints Received 22</b>		<b>Including: 2 barking dogs, 15 roaming dogs, dealing with 1 aggressive dog, 1 nuisance dog, menacing and dangerous dog compliance checks.</b>	
No. of dog attacks:	3	Location:	
		Walla Walla	Chicken killed in a yard, dog seized, and not claimed by an owner. Dog euthanased.
		Jindera	2 dogs attacked sheep, surrendered and euthanased, infringements issued.
		Cookardinia	Dog attacked sheep in a paddock. Owner surrendered dog. Dog euthanased. Infringements issued.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT THE  
COUNCIL CHAMBERS, BALFOUR STREET, CULCAIRN  
ON WEDNESDAY, 19 DECEMBER 2018**

**RANGER'S REPORT – NOVEMBER 2018 [CONT'D]**

Comments:		
	<b>Dogs</b>	<b>Cats</b>
In Council's Facility at Beginning of Month	2	
Captured & Returned to Owners	5	
Captured & Impounded	13	2
Released from Pound to Owners	5	1
Surrendered by Owners	2	
Rehomed	3	1
Euthanased (mainly from dog attacks)	8	
Remaining in Council's Facility at End of Month	1	

**FERAL CATS**

No. of Complaints:	11
No. Feral Cats caught:	6

**LIVESTOCK**

	<b>Cattle</b>	<b>Sheep</b>	<b>Horse</b>	<b>Rooster</b>	<b>Other Goats</b>
No. of Reports of Stock on Roads	7	4			1
Instances - Returned to owners	7	3			1
Impounded		1			1
Vehicle accidents involving stock					

**OTHER LIVESTOCK, WILDLIFE COMPLAINTS**

Kangaroo euthanased after being caught in a fence in Walbundrie.  
Duck control at Council's pools with NPWS Licence.

**ABANDONED VEHICLES**

5 vehicles currently impounded.  
1 vehicle removed by owner at Holbrook.

**POLLUTION AND ENVIRONMENTAL INCIDENTS**

<b>Inspection conducted: Overgrown Vegetation Unsafe Land</b>	Inspections being conducted. 18 Notice of Proposed Orders sent. 5 Orders sent.
<b>Pollution: Noise</b>	Holbrook – barking dog - warning and 14 day Notice to register dogs issued. Ongoing monitoring. Burrumbuttock – barking dog - warning and 14 day Notice to register dogs issued. Ongoing monitoring.
<b>Pollution: Waste</b>	Brocklesby – household rubbish. Removed by local residents. Owner identified in Howlong. Henty – rubbish removed, owner not identified. Holbrook & Cookardinia – household rubbish removed by Council, owner not identified.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT THE  
COUNCIL CHAMBERS, BALFOUR STREET, CULCAIRN  
ON WEDNESDAY, 19 DECEMBER 2018**

RANGER'S REPORT – NOVEMBER 2018 [CONT'D]

**ON-SITE SEWERAGE MANAGEMENT SYSTEMS**

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections			
Pre-Purchase Inspections	2		2
OSMS Orders issued	1		
OSMS Orders Compliance Inspections	8	4	3
Plumbers Site Inspections	1		1
OSMS Upgrade Applications Received	4	4	
OSMS Approvals To Do Works Issued	4		
OSMS Approvals To Operate Issued	2		
AWTS Service Contract Renewal Letters			
Local Government Application Approvals			
Local Government Approval Inspections			
Local Government Approval Soil Report Assessments			
OSMS Rate charge enquires			

**OTHER WORKS CONDUCTED**

- Companion Animal Registrations continuing to come in from the letters sent out and door knocking. 54 Notice to Register sent out.
- RID online (Report Illegal Dumping online) updating with data entry.
- Property inspections unsightly and excessive cars.
- Holbrook and Culcairn Landfill site works and refuelling conducted.
- Landfill cameras checks and relief landfill attendants work at several sites.
- Assist RSPCA with animal welfare issue.
- Holbrook Order incorrect keeping of birds.
- Security fencing Asbestos houses, falling on to footpaths in high winds.
- Environmental land inspection with NPWS Ranger & Landcare Holbrook.
- Assist Drover to move stock through Culcairn.
- Removal of vehicles and items off the street and nature strip in Jindera.
- Attend complaints in regard to roaming poultry causing nuisance with traffic in Culcairn.
- Repairs pound gates and tree branch on fence.

**RECOMMENDATION**

That Part B of the Agenda be received and noted.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT THE  
COUNCIL CHAMBERS, BALFOUR STREET, CULCAIRN  
ON WEDNESDAY, 19 DECEMBER 2018**

## **PART C – COMMITTEE AND DELEGATE REPORTS**

Attached, in **ANNEXURE 15**, are minutes/reports of the following meetings:

- Minutes of the Henty Community Development Committee Meetings held on 26 November 2018 including AGM
- Minutes of the Greater Hume Youth Advisory Committee held on 6 December 2018
- Minutes of RISK – RWHS Committee Meeting held 6 December 2018
- Minutes of the Murray Darling Association Meeting held on 30 November 2018
- Minutes of the Walla Walla Community Development Committee Meetings held on 2 July and 3 September 2018
- Minutes of the Walla Walla 150<sup>th</sup> Anniversary Organising Committee Meetings held on 8 August, 5 September, 3 October, 7 and 22 November 2018.

### **DELEGATE REPORTS**

Nil.

### **RECOMMENDATION**

That Part C of the Agenda be received and noted.