



Greater
Hume
Council

**Infrastructure Contributions Plan
South Jindera Low Density Residential Area**

July 2018

1. Name of the plan

This plan is called the *Infrastructure Contributions Plan – South Jindera Low Density Residential Area* (“the plan”).

2. Land to which the plan applies

The plan applies to 46.42 hectares of land on the southern fringe of the Jindera township with frontage to both Urana Road and Pioneer Drive (“the subject land”).

The subject land is described as Lots 4 and 6 in DP240938 and Lots 30 and 31 in DP1062153. A map defining the subject land is shown in Schedule 1.

3. Development to which the plan applies

The plan applies to the subdivision of land for the purposes of creating lots for low density residential development on the subject land.

4. Purpose of the plan

The purpose of the plan is:

- to authorise the imposition of a condition on all development consents for subdivision requiring the payment of a contribution;
- to assist the Greater Hume Shire Council in providing the infrastructure necessary to service the development of the subject land for low density residential purposes;
- to publicly identify the infrastructure works for which the contributions are required; and
- to detail how the contribution is calculated

5. Commencement of the plan

Contributions will be levied under the plan after xx/xx/2018.

6. Demand for infrastructure

The relationship between expected development and the demand for infrastructure on the subject land is established through:

- a significant intensification of land use from rural to low density residential;
- a substantial increase in resident population;
- an increase in surface run-off; and
- a substantial increase in traffic.

7. Methodology for calculating the contribution

The contribution for each lot derived by calculating the total cost of providing each item of infrastructure listed in Schedule 1 and dividing it by the potential lot yield from the subject land. For the purposes of the plan, a potential lot yield of 169 is adopted.

8. Contribution rates

The contribution per lot for each item of infrastructure is shown in Schedule 1.

The contribution for roads infrastructure is levied under Section 7.11 of the *Environmental Planning and Assessment Act 1979* (EP&A Act) and in accordance with this plan. The contribution for water, sewer and drainage infrastructure is made under Section 64 of the *Local Government Act 1993* (LG Act) and subsequently Section 306(2) of the *Water Management Act 2000* (WM Act).

Consequently contributions for water, sewer and drainage infrastructure are not subject to the EP&A Act. However for the purposes of levying contributions under the LG Act, the protocols of the plan are adopted for this purpose.

9. Payment of the contribution

The contribution must be paid to council at the time specified in the condition on the development consent that imposes the levy. If no such time is specified, the levy must be paid prior to the issue of a certificate of compliance.

10. Indexing the contribution

Contributions required as a condition of consent under the provisions of the plan will be adjusted at the time of payment of in accordance with the following formula:

Contribution at time of payment
= $\$C_o + \A

Where:

$\$C_o$ is the original contribution as set out in the consent condition; and

$\$A$ is the adjustment amount which is:

$\frac{\$C_o \times (\text{Current Index} - \text{Base Index})}{\text{Base Index}}$

where:

the **Current Index** is the most recent quarterly Consumer Price Index for Sydney as published by the Australian Bureau of Statistics (Ref:6401.0) at the time the levy is to be paid; and

the **Base Index** is the quarterly Consumer Price Index for Sydney as published by the Australian Bureau of Statistics (Ref:6401.0) for

the period immediately prior to the date of the development consent.

Note: In the event that the Current Index is less than the Base Index, the contribution payable shall be that stated in the consent condition.

11. Can deferred or periodic payments be made?

Council does not allow deferred or periodic payment of contributions authorised by the plan.

12. Works program

The works program (Schedule 1) identifies the infrastructure for which contributions under the plan will be required.

Infrastructure works relating to water, sewer and drainage will be undertaken across the subject land. Works relating to roads will be undertaken at the intersection points in Urana Road and Pioneer Drive.

Schedule 1 – Works Program

Infrastructure to be funded through development contributions are listed in the following Schedule and their location identified on the associated map attached.

Item No.	Description	Estimated Cost
Roads		
1	Intersection works associated with a new access point to Urana Road. ¹	\$279,237
2	Intersection works associated with a new roundabout at Pioneer Drive & Urana Road. ¹	\$136,493
3	Intersection works associated with a new roundabout at Pioneer Drive & Jindera Street. ¹	\$227,177
Open Space		
4	Embellishments to public reserves within development area and contribution to improvements to Jindera Recreation Reserve ¹	\$200,000
Administration		
5	Administration of contributions plan including recoup cost associated with preparing the associated planning studies and contribution plan. ¹	\$40,000
Drainage		
5	Stormwater infrastructure associated with provision and connection to the Jindera stormwater drainage system. ²	\$512,500
Sewer		
6	Sewer infrastructure associated with provision and connection to the Jindera sewerage system. ²	\$435,120

1. Contribution levied under Section 7.11 of the *Environmental Planning & Assessment Act 1979*.
2. Contribution levied under Section 64 of the *Local Government Act 1993*.
3. Standard Development Servicing Plan charges for water and sewer apply in addition to the above

DEVELOPMENT CONTRIBUTIONS PLAN 2017

SECTION 94A ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979

GREATER HUME SHIRE COUNCIL



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1. Administration and Operation of the Plan

1.1 What is the Name of this Development Contributions Plan?

This development contributions plan is called the *Greater Hume Shire Council S94A Levy Development Contributions Plan 2017* (the development contributions plan“).

1.2 Application of this Development Contributions Plan

The development contributions plan applies to all land within the local government area of Greater Hume.

1.3 When does this Development Contributions Plan Commence?

The development contributions plan commences on 8 July 2017.

1.4 The Purpose of this Contributions Plan

The primary purpose of the development contributions plan is:

- to authorise the imposition of a condition on all development consents and complying development certificates requiring the payment of a contribution pursuant to section 94A of the *Environmental Planning and Assessment Act 1979* (EP&A Act);
- to assist the Greater Hume Shire Council (“council”) in providing the appropriate public facilities that are required to maintain and enhance amenity and service delivery within the Greater Hume local government area; and
- to publicly identify the purposes for which the levies are required.

1.5 When is the Levy Applicable?

The levy is applicable to applications for development consent and applications for

complying development certificates under Part 4 of the EP&A Act, except where exempt under Section 1.6 below.

The amount to be levied is:

0.5% of development cost where the proposed cost of carrying out the development is between \$100,001 and \$200,000.

1.0% of development cost where the proposed cost of carrying out the development is more than \$200,000.

1.6 Are there any Exemptions to the Levy?

Under Section 94E of the EP&A Act, the Minister for Planning has directed that a levy cannot be imposed in respect of development:

- where the proposed cost of carrying out the development is \$100,000 or less; or
- for the purpose of disabled access; or
- for the sole purpose of providing affordable housing; or
- for the purpose of reducing a building’s use of potable water (where supplied from water mains) or energy; or
- for the sole purpose of the adaptive reuse of an item of environmental heritage; or
- other than the subdivision of land, where a condition under section 94 of the Act has been imposed under a previous development consent relating to the subdivision of the land on which the development is proposed to be carried out.

In addition, Council will not impose a levy in respect of development:

- for which Council considers by formal ratification at a full Council meeting as an exemption. For such claims to be considered, any such development will need to include a comprehensive submission arguing the case for exemption.

1.7 Relationship with Other Plans and Policies

In accordance with Clause 32(1) of the Environmental Planning and Assessment Regulation 2000 this is a subsequent plan to the *Greater Hume Shire Council S94A Levy Development Contributions Plan 2014 which amends that plan and replace that plan.*

The development contributions plan supplements the provisions of the *Greater Hume Local Environmental Plan 2012* and any amendment or local environmental plan which it may supersede.

1.8 Pooling of Levies

The development contribution plan expressly authorises money obtained from S94A levies paid for different purposes to be pooled and applied (progressively or otherwise) for the public facilities listed in the works program (Schedule 1) in accordance with the staging set out in that Schedule.

1.9 Construction Certificates and the Obligation of Accredited Certifiers

In accordance with clause 146 of the *Environmental Planning and Assessment Regulation 2000* ("the EP&A Regulation"), a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it has verified that each condition requiring the payment of levies has been satisfied.

In particular, the certifier must ensure that the applicant provides a receipt(s) confirming that levies have been fully paid and copies of such receipts must be included with copies of the certified plans provided to the council in accordance with clause 142(2) of the EP&A Regulation. Failure to follow this procedure may render such a certificate invalid.

1.10 Complying Development Certificates and the Obligations of Accredited Certifiers

In accordance with s94EC(1) of the EP&A Act, a certifying authority (Council or an accredited certifier) must impose a condition requiring monetary contributions in accordance with the development contributions plan which satisfies the following criteria:

- Pursuant to section 80A(1) of the EP&A Act and the development contributions plan, a levy calculated in accordance with Section 1.11 below.
- The amount to be paid is to be adjusted in accordance with Section 1.14 below.

1.11 How will the Levy be Calculated?

The levy will be calculated as follows:

$$\text{Levy payable} = L \times \$C$$

Where:

L is 0.005 where the cost of development is between \$100,001 and \$200,000 or 0.01 where the cost of development is more than \$200,000; and

\$C is the cost of carrying out the proposed development (calculated in accordance with Section 1.12 below).

1.12 How will the Cost of Carrying Out the Proposed Development be Calculated?

A development application or an application for complying development certificate must submit an estimated cost of development that has been calculated in accordance with clause 25J of the EP&A Regulation.

That clause provides as follows:

25J Section 94A levy—determination of proposed cost of development

- (1) The proposed cost of carrying out development is to be determined by the consent authority, for the purpose of a section 94A levy, by adding up all the costs and expenses that have been or are to be

incurred by the applicant in carrying out the development, including the following:

- (a) if the development involves the erection of a building, or the carrying out of engineering or construction work—the costs of or incidental to erecting the building, or carrying out the work, including the costs (if any) of and incidental to demolition, excavation and site preparation, decontamination or remediation,
 - (b) if the development involves a change of use of land—the costs of or incidental to doing anything necessary to enable the use of the land to be changed,
 - (c) if the development involves the subdivision of land—the costs of or incidental to preparing, executing and registering the plan of subdivision and any related covenants, easements or other rights.
- (2) For the purpose of determining the proposed cost of carrying out development, a consent authority may have regard to an estimate of the proposed cost of carrying out the development prepared by a person, or a person of a class, approved by the consent authority to provide such estimates.
 - (3) The following costs and expenses are not to be included in any estimate or determination of the proposed cost of carrying out development:
 - (a) the cost of the land on which the development is to be carried out,
 - (b) the costs of any repairs to any building or works on the land that are to be retained in connection with the development,
 - (c) the costs associated with marketing or financing the development (including interest on any loans),
 - (d) the costs associated with legal work carried out or to be carried out in connection with the development,
 - (e) project management costs associated with the development,
 - (f) the cost of building insurance in respect of the development,
 - (g) the costs of fittings and furnishings, including any refitting or refurbishing, associated with the development (except where the development involves an enlargement, expansion or intensification of a current use of land),
 - (h) the costs of commercial stock inventory,
 - (i) any taxes, levies or charges (other than GST) paid or payable in connection with the development by or under any law.
 - (4) The proposed cost of carrying out development may be adjusted before payment, in accordance with a contributions plan, to reflect quarterly or annual variations to readily accessible index figures adopted by the plan (such as a Consumer Price Index) between the date the proposed cost was determined by the consent authority and the date the levy is required to be paid.
 - (5) To avoid doubt, nothing in this clause affects the determination of the fee payable for a development application.

Without limitation to the above, Council may review the estimated cost of development and may seek the services of an independent person to verify the costs. In these cases, all costs associated with obtaining such advice will be at the expense of the applicant and no construction certificate will be issued until such time that the levy has been paid.

1.13 When is the Levy Payable?

A levy must be paid to council at the time specified in the condition on the development consent that imposes the levy. If no such time is specified, the levy must be paid prior to the issue of a construction certificate or complying development certificate.

1.14 How will the Levy be Adjusted?

Contributions required as a condition of consent under the provisions of the development contributions plan will be adjusted at the time of payment of the contribution in accordance with the following formula:

$$\text{Contribution at time of payment} = \$C_o + \$A$$

Where:

\$C_o is the original contribution as set out in the consent condition; and

\$A is the adjustment amount which is:

$$\frac{\$C_o \times (\text{Current Index} - \text{Base Index})}{\text{Base Index}}$$

where:

the **Current Index** is the most recent quarterly Consumer Price Index for Sydney as published by the Australian Bureau of Statistics (Ref:6401.0) at the time the levy is paid; and

the **Base Index** is the quarterly Consumer Price Index for Sydney as published by the Australian Bureau of Statistics (Ref:6401.0) for the period immediately prior to the date of the development consent.

Note: In the event that the Current Index is less than the Base Index, the contribution payable shall be that stated in the consent condition.

1.15 Can Deferred or Periodic Payments Be Made?

Council does not allow deferred or periodic payment of levies authorised by the development contributions plan.

2. Expected Development and Demand for Public Facilities

The relationship between expected development and the demand for public facilities is established through:

- population growth in parts of the Shire;
- the future population will require the provision of additional public facilities; and
- the future population will diminish the **existing population's enjoyment and standards of public facilities** unless additional facilities are provided.

Council is committed to providing the equitable distribution of public facilities for the benefit and well-being of all residents. **Council's works program (Schedule 1)** identifies the public amenities or services to be provided, recouped, extended or augmented by contribution monies derived by this plan.

This development contributions plan applies to all land within the local government area of Greater Hume. The contributions levied will be applied towards meeting the cost of provision or augmentation of public facilities that have been or will be provided across the entire local government area in accordance with the works program (Schedule 1).

Department of Planning (DoP) Circular (Ref: PS 05-003) states there does not have to be a connection between the subject of the development consent levy and the object any monies derived are spent on, accordingly, monies derived by this plan may be used to embellish public

facilities in a location remote from that which the levy was derived (e.g. in another town).

Council may also levy contributions towards the provision of water and sewerage infrastructure. These contributions are levied under Section 64 of the *Local Government Act 1993* and therefore are not part of this Development contributions plan. Reference should be made to the separate contributions plan for levies towards water and sewer infrastructure.

3. Works Program

The works program (Schedule 1) identifies the public facilities for which S94A levies under the EP&A Act will be required.

Levies paid to council under a condition authorised by the development contributions plan will be applied towards meeting the cost of provision or augmentation of public facilities that have been or will be provided. Schedule 1 provides a summary of public facilities, which have been or will be provided by council over the next five years, as well as the estimated cost of provision and timing.

4. References

The following reference documents have been utilised in the preparation of this Section 94A Plan.

- *Environmental Planning and Assessment Act 1979*
- *Environmental Planning and Assessment Regulation 2005*
- Department of Planning – Development Contributions Practice Notes – July 2005
- *Greater Hume Local Environmental Plan 2012*

Dictionary

In this plan, unless the context or subject matter otherwise indicates or requires, the following definitions apply:

EP&A Act means the *Environmental Planning and Assessment Act 1979*

Council means Greater Hume Shire Council

Development contributions plan means *Greater Hume Shire Council S94A*

Levy Development Contributions Plan 2017.

levy means a levy under s94A of the EP&A Act authorised by the development contributions plan

public facility means a public amenity or public service

EP&A Regulation means the *Environmental Planning and Assessment Regulation 2000*

Schedule 1 – Works Program

Public facilities to be funded/ embellished through S94A levies are listed in the following Schedule and their location identified on the associated map attached.

Item No	Description	Estimated Cost and Allocation under this Plan \$()	Estimated Time Frame	Priority
Community Facilities				
	Refurbishment of the Henty Swimming Pool Complex	\$1,600,000 \$(200,000)	Under Construction	High (Current Financial Year)
	Pioneer Drive Road Works	\$300,000 \$(300,000)	1 year	High (Next Financial Year)
	Urana Street Road Works	\$100,000 \$(100,000)	1 year	High (Next Financial Year)
	Culcairn Skate Park	\$300,000 \$(100,000)	2 years	High
	Jindera Skate Park	\$300,000	3 years	Medium
	Walla Walla Swamp Walk	\$100,000	4 years	Medium



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DEVELOPMENT CONTRIBUTIONS PLAN

SECTION 7.12 ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979

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1. Administration & operation of the plan

1.1 What is the name of this development contributions plan?

This development contributions plan is called the *Greater Hume Council Section 7.12 Development Contributions Plan 2018* (“the development contributions plan”).

1.2 Application of this development contributions plan

The development contributions plan applies to all land within the local government area of Greater Hume except any land that is subject to a S7.11 Development Contribution Plan.

1.3 When does this development contributions plan commence?

The development contributions plan commences on **[INSERT DATE OF COUNCIL RESOLUTION]**.

1.4 The purpose of this contributions plan

The primary purpose of the development contributions plan is:

- to authorise the imposition of a condition on all development consents and complying development certificates requiring the payment of a contribution pursuant to section 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act);
- to assist the Greater Hume Council (“council”) in providing the appropriate public facilities that are required to maintain and enhance amenity and service delivery within the Greater Hume local government area; and
- to publicly identify the purposes for which the levies are required.

1.5 When is the levy applicable?

The levy is applicable to applications for development consent and applications for complying development certificates under Part 4 of the EP&A Act, except where exempt under section 1.6 below.

The amount to be levied is:

- 0.5% of development cost where the proposed cost of carrying out the development is more than \$100,000 but less than \$200,000; or
- 1.0% of development cost where the proposed cost of carrying out the development is \$200,000 or more.

1.6 Are there any exemptions to the levy?

Under section 7.17 of the EP&A Act, the Minister for Planning has directed that a levy cannot be imposed in respect of development:

- where the proposed cost of carrying out the development is \$100,000 or less; or
- for the purpose of disabled access; or
- for the sole purpose of providing affordable housing; or
- for the purpose of reducing a building’s use of potable water (where supplied from water mains) or energy; or
- for the sole purpose of the adaptive reuse of an item of environmental heritage; or
- other than the subdivision of land, where a condition under section 7.11 of the EP&A Act has been imposed under a previous development consent relating to the subdivision of the land on which the development is proposed to be carried out.

In addition, Council will not impose a levy in respect of development for which Council considers by formal ratification at a full Council meeting as an exemption. For such claims to be considered, any such development will need to include a comprehensive submission arguing the case for exemption.

1.7 Relationship with other plans and policies

The development contributions plan repeals the *Greater Hume Shire Council Development Contributions Plan* commenced on 8th July 2017.

The development contributions plan supplements the provisions of the *Greater Hume Local Environmental Plan 2012* and any amendment or local environmental plan which it may supersede.

1.8 Pooling of levies

The development contribution plan expressly authorises money obtained from section 7.12 levies paid for different purposes to be pooled and applied (progressively or otherwise) for the public facilities listed in the works program (Schedule 1) in accordance with the staging set out in that Schedule.

1.9 Construction certificates and the obligation of accredited certifiers

In accordance with clause 146 of the *Environmental Planning and Assessment Regulation 2000* ("the EP&A Regulation"), a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it has verified that each condition requiring the payment of levies has been satisfied.

In particular, the certifier must ensure that the applicant provides a receipt(s) confirming that levies have been fully paid and copies of such receipts must be included with copies of the certified plans provided to the council in accordance with clause 142(2) of the EP&A Regulation. Failure to follow this procedure may render such a certificate invalid.

1.10 Complying development certificates and the obligations of accredited certifiers

In accordance with section 7.21 of the EP&A Act, a certifying authority (Council or an accredited certifier) must impose a condition requiring monetary contributions in accordance with the development

contributions plan which satisfies the following criteria:

- Pursuant to section 4.17(1) of the EP&A Act and the development contributions plan, a levy calculated in accordance with Section 1.11 below.
- The amount to be paid is to be adjusted in accordance with Section 1.14 below.

1.11 How will the levy be calculated?

The levy will be calculated as follows:

$$\text{Levy payable} = L \times \$C$$

Where:

- **L** is 0.005 where the cost of development is more than \$100,000 and less than \$200,000 or 0.01 where the cost of development is \$200,000 or more; and
- **\$C** is the cost of carrying out the proposed development (calculated in accordance with Section 1.12 below).

1.12 How will the cost of carrying out the proposed development be calculated?

A development application or an application for complying development certificate must submit an estimated cost of development that has been calculated in accordance with clause 25J of the EP&A Regulation.

That clause provides as follows:

25J Section 7.12 levy—determination of proposed cost of development

- (1) The proposed cost of carrying out development is to be determined by the consent authority, for the purpose of a section 7.12 levy, by adding up all the costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following:
 - (a) if the development involves the erection of a building, or the carrying out of engineering or construction work—the costs of or incidental to erecting the building, or carrying out the work, including the costs (if any) of and incidental to demolition, excavation and site preparation, decontamination or remediation,
 - (b) if the development involves a change of use of land—the costs of or incidental to doing anything necessary to enable the use of the land to be changed,

- (c) if the development involves the subdivision of land—the costs of or incidental to preparing, executing and registering the plan of subdivision and any related covenants, easements or other rights.
- (2) For the purpose of determining the proposed cost of carrying out development, a consent authority may have regard to an estimate of the proposed cost of carrying out the development prepared by a person, or a person of a class, approved by the consent authority to provide such estimates.
- (3) The following costs and expenses are not to be included in any estimate or determination of the proposed cost of carrying out development:
- the cost of the land on which the development is to be carried out,
 - the costs of any repairs to any building or works on the land that are to be retained in connection with the development,
 - the costs associated with marketing or financing the development (including interest on any loans),
 - the costs associated with legal work carried out or to be carried out in connection with the development,
 - project management costs associated with the development,
 - the cost of building insurance in respect of the development,
 - the costs of fittings and furnishings, including any refitting or refurbishing, associated with the development (except where the development involves an enlargement, expansion or intensification of a current use of land),
 - the costs of commercial stock inventory,
 - any taxes, levies or charges (other than GST) paid or payable in connection with the development by or under any law.
- (4) The proposed cost of carrying out development may be adjusted before payment, in accordance with a contributions plan, to reflect quarterly or annual variations to readily accessible index figures adopted by the plan (such as a Consumer Price Index) between the date the proposed cost was determined by the consent authority and the date the levy is required to be paid.
- (5) To avoid doubt, nothing in this clause affects the determination of the fee payable for a development application.

Without limitation to the above, council may review the estimated cost of development and may seek the services of an independent person to verify the costs. In these cases, all costs associated with obtaining such advice will be at the expense of the applicant and no construction certificate will be issued until such time that the levy has been paid.

1.13 When is the levy payable?

A levy must be paid to council at the time specified in the condition on the development consent that imposes the levy. If no such time is specified, the levy must be paid prior to the issue of a construction certificate or complying development certificate.

1.14 How will the levy be adjusted?

Contributions required as a condition of consent under the provisions of the development contributions plan will be adjusted at the time of payment of the contribution in accordance with the following formula:

Contribution at time of payment
 $= \$C_o + \A

Where:

$\$C_o$ is the original contribution as set out in the consent condition; and

$\$A$ is the adjustment amount which is:

$\frac{\$C_o \times (\text{Current Index} - \text{Base Index})}{\text{Base Index}}$

where:

the **Current Index** is the most recent quarterly Consumer Price Index for Sydney as published by the Australian Bureau of Statistics (Ref:6401.0) at the time the levy is paid; and

the **Base Index** is the quarterly Consumer Price Index for Sydney as published by the Australian Bureau of Statistics (Ref:6401.0) for the period immediately prior to the date of the development consent.

Note: In the event that the Current Index is less than the Base Index, the contribution payable shall be that stated in the consent condition.

1.15 Can deferred or periodic payments be made?

Council does not allow deferred or periodic payment of levies authorised by the development contributions plan.

2. Expected development & demand for public facilities

The relationship between expected development and the demand for public facilities is established through:

- population growth in parts of the Shire;
- the future population will require the provision of additional public facilities; and
- the future population will diminish the existing population's enjoyment and standards of public facilities unless additional facilities are provided.

Council is committed to providing the equitable distribution of public facilities for the benefit and well-being of all residents. Council's works program (Schedule 1) identifies the public amenities or services to be provided, recouped, extended or augmented by contribution monies derived by this plan.

This development contributions plan applies to all land within the local government area of Greater Hume. The contributions levied will be applied towards meeting the cost of provision or augmentation of public facilities that have been or will be provided across the entire local government area in accordance with the works program (Schedule 1).

Department of Planning (DoP) Circular (Ref: PS 05-003) states there does not have to be a connection between the subject of the development consent levy and the object any monies derived are spent on. Consequently monies derived by this plan may be used to embellish public facilities in a location remote from that which the levy was derived (e.g. in another town).

Council may also levy contributions towards the provision of water and sewerage infrastructure. These contributions are levied under Section 64 of the *Local Government Act 1993* and therefore are not part of this Development contributions plan. Reference should be made to the separate contributions plan for levies towards water and sewer infrastructure.

3. Works program

The works program (Schedule 1) identifies the public facilities for which section 7.12 levies under the EP&A Act will be required.

Levies paid to council under a condition authorised by the development contributions plan will be applied towards meeting the cost of provision or augmentation of public facilities that have been or will be provided. Schedule 1 provides a summary of public facilities, which have been or will be provided by council over the next five years, as well as the estimated cost of provision and timing.

4. References

The following reference documents have been utilised in the preparation of this Section 7.12 Plan.

- *Environmental Planning and Assessment Act 1979*
- *Environmental Planning and Assessment Regulation 2005*
- Department of Planning – Development Contributions Practice Notes – July 2005
- *Greater Hume Local Environmental Plan 2012*

Dictionary

In this plan, unless the context or subject matter otherwise indicates or requires, the following definitions apply:

EP&A Act means the *Environmental Planning and Assessment Act 1979*

Council means Greater Hume Shire Council

Development contributions plan means *Greater Hume Council Section 7.12 Development Contributions Plan 2018*

levy means a levy under s7.12 of the EP&A Act authorised by the development contributions plan

public facility means a public amenity or public service

EP&A Regulation means the *Environmental Planning and Assessment Regulation 2000*

Schedule 1 – Works Program

Public facilities to be funded/ embellished through section 7.12 contributions are listed in the following Schedule.

DESCRIPTION	ESTIMATED COST	ESTIMATED TIME FRAME	PRIORITY
Walla Walla swamp walking track	\$100 000	1 year	High
Gerogery drainage	\$350 000	1-2 years	High
Culcairn Balfour Street drainage	\$1 000 000	1-2 years	High
Jindera Hall & Multipurpose Stadium	\$2 500 000	2-3 years	Medium
Drainage & kerb, Albury St Holbrook, south of Ten Mile Creek	\$1 000 000	2-3 year	Medium
Walking/ bike tracks	\$500 000	2-3 years	Medium
Roundabout at intersection of Pioneer Drive & Jindera Street, Jindera.	\$107 000	3-5 years	Low
Roundabout at intersection of Pioneer Drive & Urana Street, Jindera.	\$177 000	3-5 years	Low

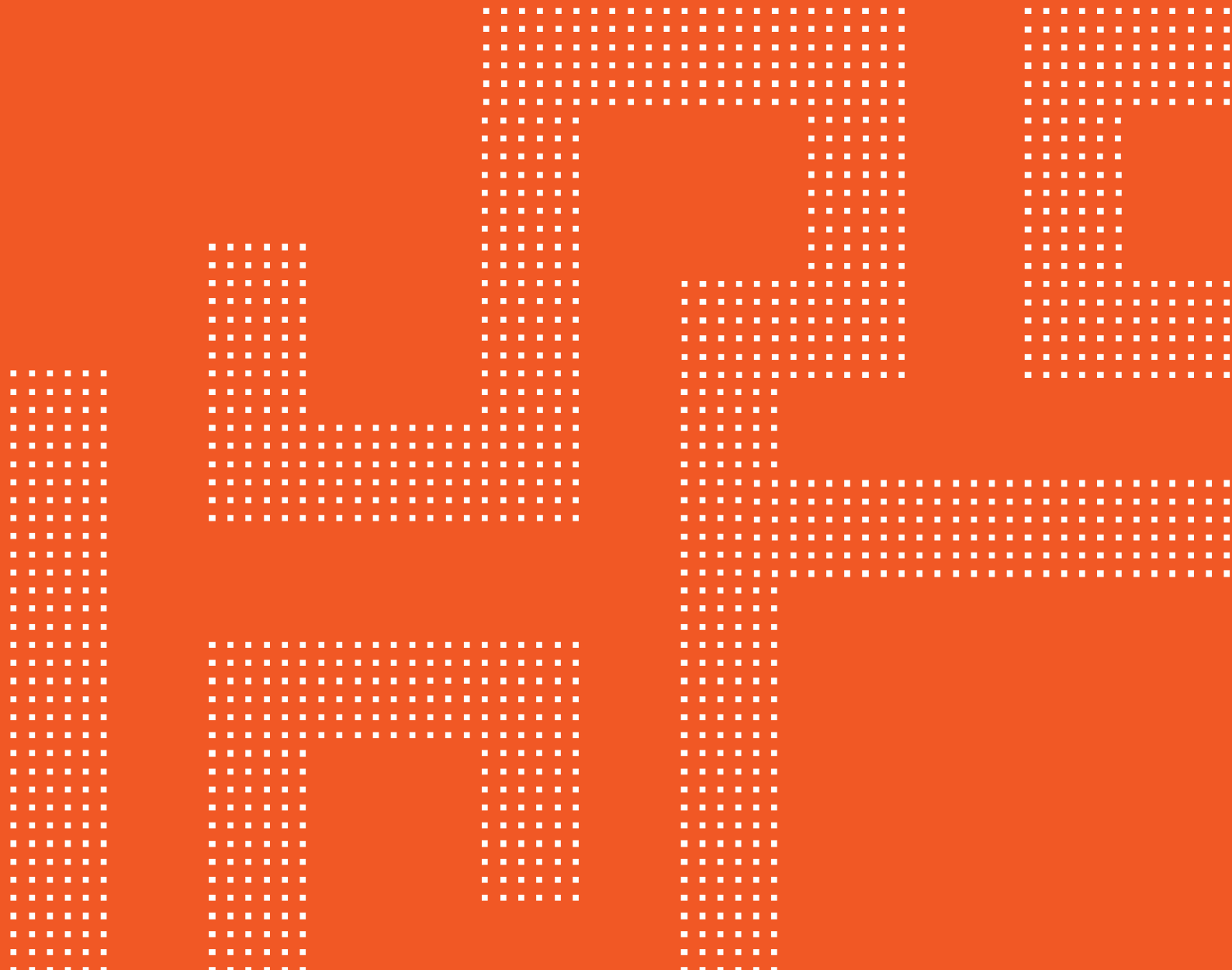
habitat planning

Planning Proposal

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

Reclassification from 'community land' to
'operational land'

July 2018



TOWN PLANNING + URBAN DESIGN CONSULTANTS

**Prepared for**

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Australia

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- A. Matters to be addressed under LEP practice note PN 16-001
- B. Consistency with State Environmental Planning Policies
- C. Consistency with Ministerial Directions
- D. Consistency with *Riverina Murray Regional Plan 2036*

Introduction

This is a Planning Proposal seeking an amendment to the *Greater Hume Local Environmental Plan 2012* (GHLEP) that will facilitate the sale of surplus land not required for public open space or drainage purposes in Jindera. Specifically the amendment proposes to reclassify from 'community land' to 'operational land' the following lots:

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

With the exception of the Pioneer Drive lot, the lots are part of older residential subdivisions in Jindera when the requirements for public open space were generally met by a developer dedicating a lot or lots within a residential estate to Council. The Pioneer Drive lot was created for drainage purposes as part of a residential subdivision along the western side of Pioneer Drive.

Figure 1 shows the location of the subject lots within the context of Jindera. Figures 2, 3, 4 and 5 provide an aerial view of each lot placing within the context of their immediate surrounds.

The Planning Proposal has been structured and prepared in accordance with the Department of Planning and Environment's (DPE) *A guide to preparing Planning Proposals* ("the Guide"). Consideration has also been given to the requirements of DPE's LEP Practice note (PN 16-001) relating to the *Classification and reclassification of public land through a local environmental plan* (see Attachment 'A').

PART 1. Intended outcomes

The intended outcome of the Planning Proposal is to allow Council to dispose of the lots, being surplus to public open space and drainage needs in Jindera. It is likely the lots will then be developed for residential purposes. The funds realised through the sale of the lots are to be reinvested in community facilities within the Jindera Recreation Reserve.

PART 2. Explanation of the provisions

Public land is managed under the *Local Government Act 1993* (LG Act) and is classified as either 'community land' or 'operational land'.

Three of the lots have been dedicated to Council as a consequence of residential subdivision by way of a developer contribution towards the provision of open space. The fourth was proposed for drainage purposes. Having passed into Council's hands, by default the lots are classified as 'community land'.

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

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

The intended outcome of the Planning Proposal will be achieved by reclassifying the four lots from 'community land' to 'operational land'.

PART 3. Justification

This section of the Planning Proposal sets out the justification for the intended outcomes and provisions, and the process for their implementation. The questions to which responses have been provided are taken from the Guide.

Section A. Need for the planning proposal

Q1. Is the planning proposal a result of any strategic study or report?

No.

Q2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

The intended outcome of reclassifying the land can only be achieved via a planning proposal.

Section B. Relationship to strategic planning framework

Q3. Is the planning proposal consistent with the objectives and actions of the applicable regional, sub-regional or district plan or strategy (including any exhibited draft plans or strategies)?

The *Riverina Murray Regional Plan 2036* (RMRP) was adopted by the NSW government in 2017. The Minister's foreword to the document states that the RMRP "*encompasses a vision, goals, directions and actions that were developed with the community and stakeholders to deliver greater prosperity for this important region.*"

An assessment of the directions contained within the RMRP as they relate to the Planning Proposal is undertaken at Attachment 'D'. In summary, this assessment concludes that the Planning Proposal does not contradict the overall purpose of the RMRP or any Direction relating to the management of land by councils under the LG Act.

Q4. Is the planning proposal consistent with a council's local strategy or other local strategic plan?

There are a number of local strategic influences that are relevant to the Planning Proposal.

Community Strategic Plan 2017-2030

The *Live A Greater Life* community strategic plan for the Shire describes itself as an outline of "*our community's main priorities and aspirations for the future and describes the strategies for achieving these aims.*" The strategy is based around four themes and an

assessment of the proposal against the strategic outcomes for these is undertaken in Table 1.

Table 1

Key outcomes	Response
<p>Theme 1 – Leadership & communication</p> <p>1.1 Leadership and advocacy is demonstrated and encouraged in our communities.</p> <p>1.2 There is open and two way communication both with communities and within our communities, the community is consulted on decisions that affect them and consultation processes are inclusive.</p> <p>1.3 Residents feel a sense of belonging, are able to reach their potential, work productively, and there is a sense of mutual respect, inclusiveness, ownership and pride in their community.</p>	<p>The four lots will never be required for the purpose they were intended. For the three lots intended for public open space, it would an inefficient use of Council resources if they were to be established and maintained for this purpose. Council is demonstrating leadership by liquidating this resource and reinvesting in the central Recreation Reserve that is more accessible to all members of the Jindera community. This is consistent with the strategy to Plan and lead good governance having a clear framework for strategic planning, policies, procedures and services standards, and financial sustainability with effective financial management that is transparent and accountable.</p> <p>The process of reclassifying the lots to facilitate their sale is a public one and members of the community will be able to participate in this process if they choose. This is consistent with the strategy to Accessible and inclusive Communications Strategy and active use of the Community Engagement Tool including the effective use of current and emerging digital technologies.</p>
<p>Theme 2 – Healthy lifestyle</p> <p>2.1 Welcoming, resilient and involved communities.</p> <p>2.2 We have the services to promote and deliver health and wellbeing for all ages.</p> <p>2.3 Volunteering is inclusive, well acknowledged and supported.</p> <p>2.4 Residents feel safe.</p>	<p>Not retaining the three lots for the purposes of public open space could be seen to conflict with this outcome. Local residents will need to travel further to access public open space however this will only apply to a small number of residents as the Jindera Recreation Reserve is in close proximity of all four lots.</p>
<p>Theme 3 – Growth & sustainability</p> <p>3.1 We have prosperous and diverse local businesses and a growing economy.</p> <p>3.2 Our towns and villages are revitalised.</p> <p>3.3 Increased number of visitors enjoy our shire.</p>	<p>The Planning Proposal is generally consistent with these broad aspirational outcomes as the reclassification of the four lots and their subsequent sale will result in at least four additional dwellings within the estates they are located.</p> <p>It will be particularly consistent with the strategy to Develop a New Resident Attraction Strategy for GHS & expand new residential estates for this reason.</p>

<p>Theme 4 – Good infrastructure & facilities</p> <p>3.1 Infrastructure and facilities meet the needs of our communities.</p> <p>3.2 Our natural and built environments are protected and enjoyed by our communities.</p> <p>3.3 We minimise the impact on the environment.</p>	<p>The Planning Proposal could be considered contrary to these outcomes based on the loss of open space opportunities. This is particularly relevant to the strategy to Engage the community to develop Recreation Plans describing accessible and age friendly public facilities in our spaces and places (including Parks Playgrounds and Reserves).</p> <p>Small ‘pocket parks’ (generally <1,000m²) usually have limited value for recreation purposes as they are too small to accommodate a range of uses, equipment and play experiences and their proliferation is less functional from a maintenance perspective.</p> <p>The lot in Pioneer Drive is no longer required for the purposes of drainage as this has been catered for elsewhere.</p> <p>However it is Council’s intention to invest the funds generated by the sale of the four lots in facilities within the nearby Recreation Reserve, including a children’s playground. These actions are consistent with this element of the Community Plan.</p>
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Greater Hume Strategic Land Use Plan 2007-2030

There are no specific strategic references in this plan to public land and in particular small pockets of open space within residential estates. The Strategic Land Use Plan for Jindera does however express the needs to “*maintain and continue to embellish recreation reserve.*” The reinvestment of the funds generated by the sale of the four lots into the Jindera Recreation Reserve is consistent with this direction.

Q5. Is the planning proposal consistent with applicable State Environmental Planning Policies?

Attachment ‘A’ provides an assessment of the Planning Proposal against all State Environmental Planning Policies (SEPP’s). In summary, many of the SEPP’s are not applicable to the Greater Hume local government area and even less are applicable to the circumstances of the Planning Proposal.

The assessment concludes that the Planning Proposal is not inconsistent with any of the relevant SEPP’s.

Q6. Is the planning proposal consistent with applicable Ministerial Directions (s.117 directions)?

Section 117 of the *Environmental Planning and Assessment Act 1979* (EP&A Act) provides for the Minister for Planning to give directions to Councils regarding the principles, aims, objectives or policies to be achieved or given effect to in the preparation of LEP’s. A Planning Proposal needs to be consistent with the requirements of the Direction but in some instances can be inconsistent if justified using the criteria stipulated such as a Local Environmental Study or the proposal is of “*minor significance*”.

An assessment of all S117 Directions is undertaken in Attachment ‘B’. In summary, the Planning Proposal is either consistent or has some minor inconsistencies with the relevant Directions. Where there is an inconsistency, it has been justified utilising the provisions within each of the Directions.

Section C. Environmental, social & economic impact

Q7. *Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?*

The Planning Proposal relates to four small parcels of land located within the town boundary of Jindera. The lots are located in an urban area and as such no longer exhibit any attributes relating to the natural environment. Consequently there are no threatened species or their habitat that can be affected by the proposal.

Q8. *Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?*

The development of the four lots for residential purposes will generate additional passenger vehicle traffic within the estate. All streets where the lots are located, as well as nearby collector roads, have been designed as if the lots would have been developed in any case.

The lots have been extensively disturbed through urban use for more than 100 years and is not located within proximity of a water course. Consequently an interrogation of the site for Aboriginal archaeology is not necessary as part of the Planning Proposal.

Q9. *Has the planning proposal adequately addressed any social and economic effects?*

There will be a positive social and economic effect for the Jindera community stemming the Planning Proposal through the development of the four lots for residential purposes and the resulting increase in population. The loss of the land as potential public open space and drainage is not considered to have a detrimental social impact as the large Recreation Reserve is nearby and accessible through the estate. There will be a positive social impact through the reinvestment of funds realised from the sale of the four lots into facilities within the Recreation Reserve, including a children's playground.

Section D. State & Commonwealth interests

Q10. *Is there adequate public infrastructure for the planning proposal?*

The four lots were created as part of urban residential subdivisions and thus have access to all urban infrastructure. There is capacity within this infrastructure to accommodate the demands created by the future development of the four lots.

Q11. What are the views of state and Commonwealth public authorities consulted in accordance with the Gateway determination?

No public authorities have been consulted prior to submitting the Planning Proposal to Council for support and subsequent request for a Gateway Determination.

MAPPING

The following maps and figures are provided in support of the Planning Proposal.

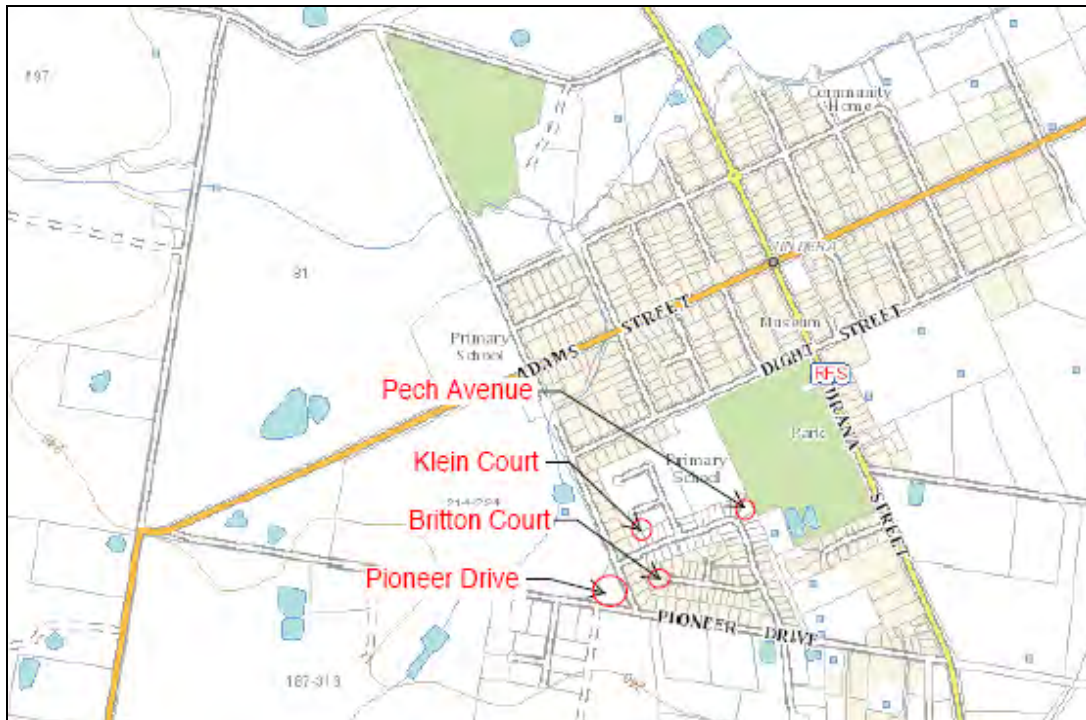


FIGURE 1: Location of the four lots within the context of Jindera (Source: SIX Maps)

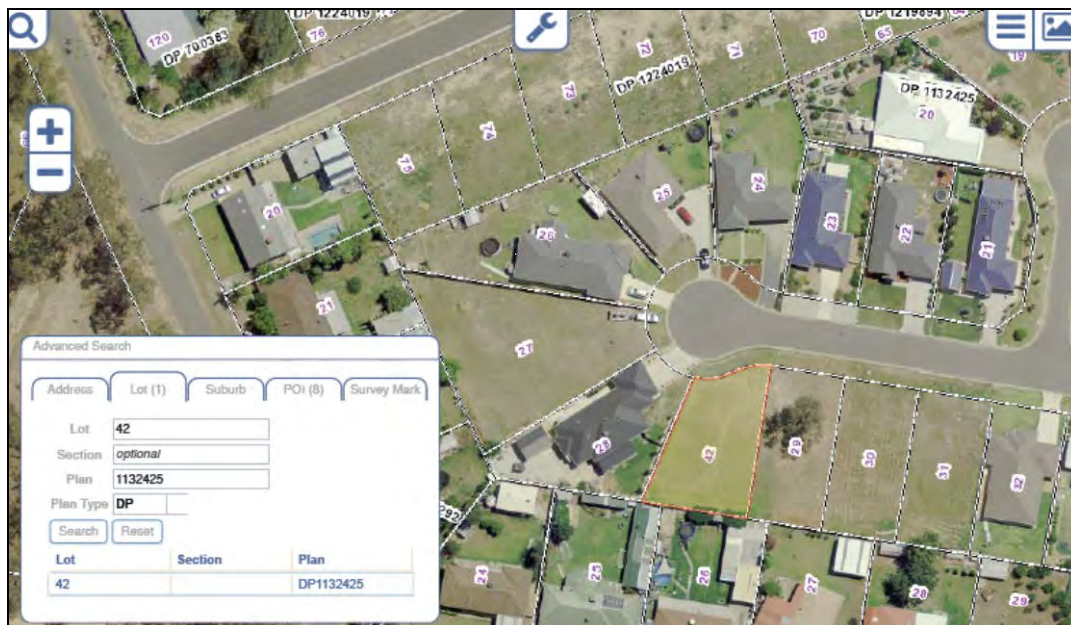


FIGURE 2: The Britton Court lot within the context of its immediate surrounds (Source: SIX Maps)

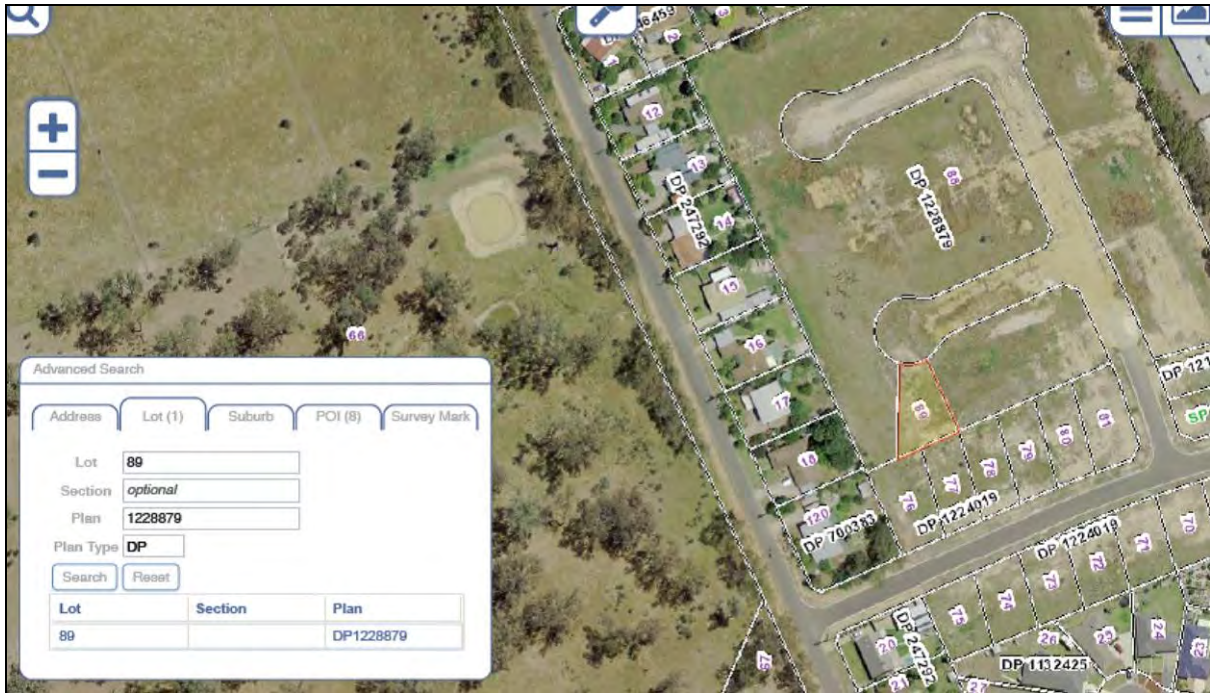


FIGURE 3: The Klein Court lot within the context of its immediate surrounds (Source: SIX Maps)

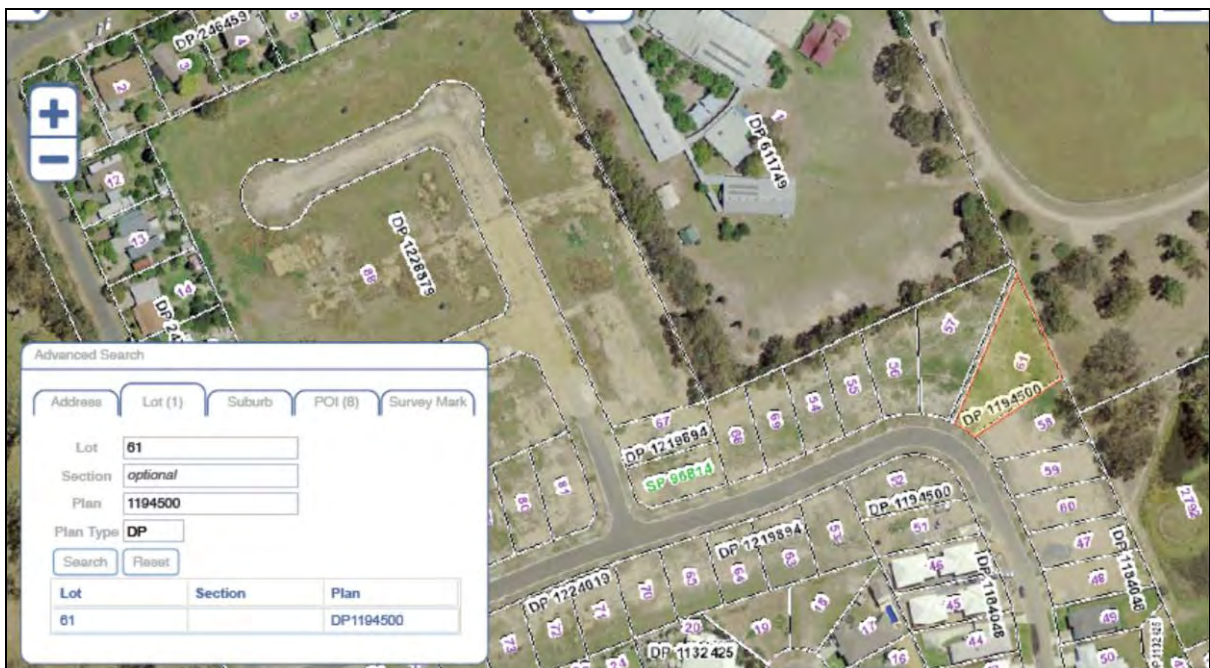


FIGURE 4: The Pech Avenue lot within the context of its immediate surrounds (Source: SIX Maps)

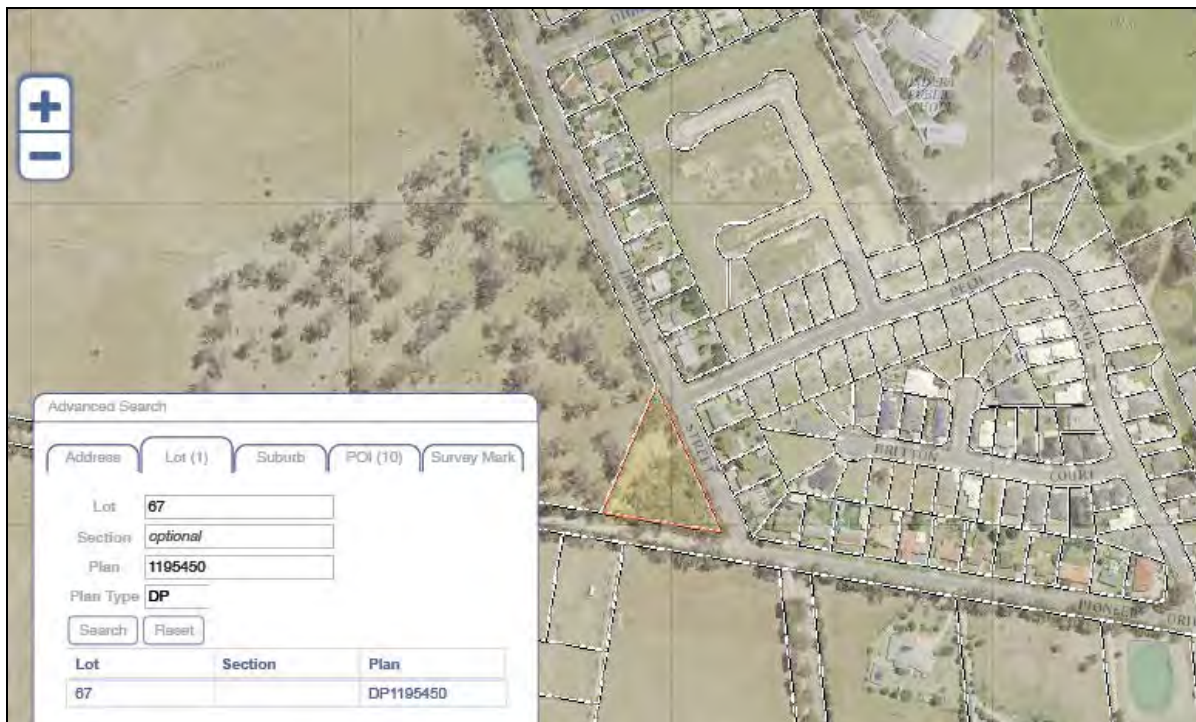


FIGURE 5: The Pioneer Drive lot within the context of its immediate surrounds (Source: SIX Maps)

PART 4. Community consultation

The Planning Proposal will be subject to public exhibition following the Gateway process. The Gateway determination will specify the community consultation that must be undertaken for the Planning Proposal, if any. As such, the exact consultation requirements are not known at this stage.

This Planning Proposal will be exhibited for a period of 28 days in accordance with the requirements of section 57 of the EP&A Act and the Guide. At a minimum, the future consultation process is expected to include:

- written notification to landowners adjoining the subject land;
- consultation with relevant Government Departments and agencies, service providers and other key stakeholders, as determined in the Gateway determination;
- public notices to be provided in local media, including in a local newspaper and on Councils' website;
- static displays of the Planning Proposal and supporting material in Council public buildings; and
- electronic copies of all documentation being made available to the community free of charge (preferably via downloads from Council's website).

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

At the conclusion of the public exhibition period Council staff will consider submissions made with respect to the Planning Proposal and prepare a report to Council.

PART 5. Project Timeline

The project timeline for the Planning Proposal is outlined in Table 1. There are many factors that can influence adherence with the timeframe including the cycle of Council meetings, consequences of agency consultation (if required) and outcomes from public exhibition. Consequently the timeframe should be regarded as indicative only.

TABLE 1: – Project timeline

Milestone	Date/timeframe
Anticipated commencement date (date of Gateway determination)	4 weeks following Council resolution to request Gateway determination.
Anticipated timeframe for the completion of required studies	No required studies are anticipated.
Timeframe for government agency consultation (pre and post exhibition as required by Gateway determination)	6 weeks from Gateway determination.
Commencement and completion dates for public exhibition period	6 weeks from Gateway determination.
Dates for public hearing (if required)	At some point within the public exhibition period.
Timeframe for consideration of submissions	2 weeks following completion of exhibition.
Timeframe for the consideration of a proposal post exhibition	4 weeks following completion of exhibition.
Anticipated date RPA will make the plan (if delegated)	To be determined by Gateway determination.
Anticipated date RPA will forward to the department for notification (if delegated).	To be confirmed.

Conclusion

The Planning Proposal is to allow Council to dispose of four lots in Jindera considered surplus to open space and drainage needs. An amendment to the GHLEP is necessary to achieve this outcome as the lots are currently classified as 'community' under the LG Act.

In summary, the Planning Proposal is considered to have merit because:

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

Attachment 'A'

Consistency with State Environmental Planning Policies

No.	Title	Consistency
1	Development Standards	Not applicable since gazettal of GHLEP.
14	Coastal Wetlands	Not applicable to the local government area of Greater Hume.
19	Bushland in Urban Areas	Not applicable to the local government area of Greater Hume.
21	Caravan Parks	The Planning Proposal does not conflict with the aims, development consent requirements, number of sites being used for long term or short term residents, permissibility of moveable dwellings where caravan parks or camping grounds are also permitted, and subdivision of caravan parks for lease purposes as provided in the SEPP.
26	Littoral Rainforests	Not applicable to the local government area of Greater Hume.
30	Intensive Agriculture	Not relevant as 'intensive agriculture' is prohibited in the RU5 zone.
33	Hazardous & Offensive Development	Not relevant as 'industries' are prohibited in the RU5 zone.
36	Manufactured Home Estate	The Planning Proposal does not conflict with the aims, strategies, development consent, assessment and location provisions as provided in the SEPP.
44	Koala Habitat Protection	Not applicable as the total area of land involved does not exceed the threshold of one hectare.
47	Moore Park Showground	Not applicable to the local government area of Greater Hume.
50	Canal Estate Development	The Planning Proposal does not conflict with the aims and canal estate development prohibitions as provided in the SEPP.
52	Farm Dams and Other Works in Land and Water Management Plan Areas	Not applicable to the local government area of Greater Hume.
55	Remediation of Land	As the Planning Proposal will create the opportunity for residential development, Clause 6 of this SEPP requires Council to consider whether the subject land is potentially contaminated. Despite being public land, the four lots are already zoned RU5 and deemed suitable for residential development along with all others in the estate. For this reason the considerations under this SEPP are satisfied.
62	Sustainable Aquaculture	Not relevant as 'aquaculture' (as a subset of 'agriculture') is prohibited within the RU5 zone.
64	Advertising & Signage	The Planning Proposal does not conflict with the aims, development consent requirements and assessment criteria for advertising and signage as provided in the SEPP.
65	Design Quality of Residential Flat Development	The Planning Proposal does not conflict with the aims, development consent, assessment, information and notification requirements as provided in the SEPP.
70	Affordable Housing (Revised Schemes)	Not applicable to the local government area of Greater Hume.
71	Coastal Protection	Not applicable to the local government area of Greater Hume.

No.	Title	Consistency
	Affordable Rental Housing 2009	The Planning Proposal does not conflict with the aims and functions of this SEPP as changes do not discriminate against the provision of affordable housing (and consequently affordable rental housing). The GHLEP cannot influence the provision of rental housing.
	Building Sustainability Index (BASIX) 2004	The Planning Proposal does not conflict with the aims and development consent requirements relating to BASIX affected building(s) that seeks to reduce water consumption, greenhouse gas emissions and improve thermal performance as provided in the SEPP.
	Coastal Management 2018	Not applicable to the local government area of Greater Hume.
	Educational Establishments & Child Care Facilities 2017	The Planning Proposal does not conflict with the aims, permissibility, development assessment requirements relating to educational establishments and child care facilities as provided in the SEPP.
	Exempt & Complying Development Codes 2008	The Planning Proposal does not conflict with the aims and functions of this SEPP with respect to exempt and complying development provisions.
	Housing for Seniors & People with a Disability 2004	The Planning Proposal does not conflict with the aims, development consent, location, design, development standards, service, assessment, and information requirements as provided in the SEPP.
	Infrastructure 2007	The Planning Proposal does not conflict with the aims, permissibility, development consent, assessment and consultation requirements, capacity to undertake additional uses, adjacent, exempt and complying development provisions as provided in the SEPP.
	Integration & Appeals 2016	Not applicable to the proposal.
	Kosciuszko National Park – Alpine Resorts 2007	Not applicable to the local government area of Greater Hume.
	Kurnell Peninsula 1989	Not applicable to the local government area of Greater Hume.
	Mining, Petroleum Production & Extractive Industries 2007	The Planning Proposal does not conflict with the aims, permissibility, development assessment requirements relating to mining, petroleum production and extractive industries as provided in the SEPP.
	Miscellaneous Consent Provisions 2007	The Planning Proposal does not conflict with the aims, permissibility, development assessment requirements relating to temporary structures as provided in the SEPP.
	Murray Regional Environmental Plan No. 2 – Riverine Land	The subject land is within the area to which MREP2 applies. The SEPP requires a Planning Proposal to consider a number of planning principles and this is undertaken in Attachment 'C'. This assessment concludes that the Planning Proposal does not contradict the general planning principles of MREP2 as it will have little to no impact on the riverine environment.
	Penrith Lakes Scheme 1989	Not applicable to the local government area of Greater Hume.
	Rural Lands 2008	Not applicable because the proposal does not involve rural land.

No.	Title	Consistency
	State & Regional Development 2011	Not applicable as the Planning Proposal is not for State significant development.
	State Significant Precincts	Not applicable as the subject land is not within a State significant precinct.
	Sydney Drinking Water Catchment 2011	Not applicable to the local government area of Greater Hume.
	Sydney Region Growth Centres 2006	Not applicable to the local government area of Greater Hume.
	Four Ports 2013	Not applicable to the local government area of Greater Hume.
	Urban Renewal 2010	Not applicable as the subject land is not within a nominated urban renewal precinct.
	Vegetation in Non-Rural Areas 2017	Not applicable to the local government area of Greater Hume or the RU5 zone.
	Western Sydney Employment Area 2009	Not applicable to the local government area of Greater Hume.
	Western Sydney Parklands 2009	Not applicable to the local government area of Greater Hume.

Attachment 'B'

Consistency with Ministerial Directions

No.	Title	Consistency
1. Employment and Resources		
1.1	Business & Industrial Zones	Not applicable as the Planning Proposal does not involve business or industrial zones.
1.2	Rural Zones	Not applicable as the Planning Proposal does not affect any rural zone.
1.3	Mining, Petroleum Production & Extractive Industries	Not applicable as the Planning Proposal does not impact on mining.
1.4	Oyster Aquaculture	Not applicable as the subject land is not within a Priority Oyster Aquaculture Area.
1.5	Rural Lands	Not applicable as the Planning Proposal does not affect any rural or environmental protection zone.
2. Environment and Heritage		
2.1	Environment Protection Zones	<p>This direction requires consideration because it applies to all Planning Proposals.</p> <p>Three of the lots in the Planning Proposal are consistent with the direction because they are not identified as “<i>environmentally sensitive areas</i>” and are not zoned for environment protection.</p> <p>Whilst the fourth lot in Pioneer Drive is not within an environment protection zone, it is mapped for ‘biodiversity’ on the Terrestrial Biodiversity map in the GHLEP. This lot could therefore be considered inconsistent with the direction as it is intended to be sold once reclassified to ‘operational’ and the underlying zone in RU5. This inconsistency is justified as the lot is of ‘minor significance’ being less than 0.5 hectares in area.</p>
2.2	Coastal Protection	Not applicable as the subject land is not within a coastal zone.
2.3	Heritage Conservation	<p>This direction requires consideration because it applies to all Planning Proposals.</p> <p>The Planning Proposal is consistent with this direction because it does not seek to vary the existing provisions in the GHLEP at clause 5.10 that already facilitate the conservation of “<i>items, places, buildings, works, relics, moveable objects or precincts of environmental heritage significance</i>” or Aboriginal objects.</p>
2.4	Recreation Vehicle Areas	<p>This direction requires consideration because it applies to all Planning Proposals.</p> <p>The Planning Proposal is consistent with the direction because it does not advocate the designation of the subject land as a recreation vehicle area pursuant to an order in force under section 11 (1) of the <i>Recreation Vehicles Act 1983</i>.</p>
2.5	Application of E2 and E3 Zones and Environmental Overlays in Far North Coast LEPs	Not applicable.

3. Housing Infrastructure and Urban Development		
3.1	Residential Zones	<p>This direction requires consideration because the Planning Proposal affects land in an existing residential zone.</p> <p>The Planning Proposal is consistent with this direction because it will provide the opportunity for a greater choice and supply of housing in Jindera and make use of existing urban infrastructure. In addition, the GHLEP already contains a provision (clause 6.7) requiring development to be adequately serviced.</p>
3.2	Caravan Parks & Manufactured Home Estates	<p>This direction requires consideration because it applies to all Planning Proposals.</p> <p>The Planning Proposal is consistent with this direction because it does not reduce the opportunities for caravan parks and manufactured homes estates on the subject land.</p>
3.3	Home Occupations	<p>This direction requires consideration because it applies to all Planning Proposals.</p> <p>The Planning Proposal will not prevent future dwellings being used for 'home occupations' and hence is consistent with this direction.</p>
3.4	Integrating Land Use and Transport	<p>This direction requires consideration because the Planning Proposal is altering a provision relating to urban land.</p> <p>The reclassification of the four lots to 'operational' will have no impact on transport arrangements in Jindera.</p>
3.5	Development Near Licensed Aerodromes	Not applicable as none of the lots are in the vicinity of a licensed aerodrome.
3.6	Shooting Ranges	Not applicable as none of the lots are in the vicinity of a shooting range.
4. Hazard and Risk		
4.1	Acid Sulphate Soils	Not applicable as none of the lots contain acid sulphate soils.
4.2	Mine Subsidence & Unstable Land	Not applicable as none of the lots are within Mine Subsistence District.
4.3	Flood Prone Land	Not applicable as none of the lots are mapped in the Jindera Floodplain Risk Management Study as flood prone.
4.4	Planning for Bushfire Protection	Not applicable as none of the lots are mapped as bushfire prone.
5. Regional Planning		
5.1	Implementation of Regional Strategies	Revoked in 2017.
5.2	Sydney Drinking Water Catchment	Not applicable as the lots are not within the Sydney Drinking Water Catchment.
5.3	Farmland of State & Regional Significance on the NSW Far North Coast	Not applicable as the lots are not within one of the local government areas nominated in this direction.
5.4	Commercial and Retail Development along the Pacific Highway, North Coast	Not applicable as none of the lots are near the Pacific Highway.

5.5	Development in the Vicinity of Ellalong, Paxton and Millfield (Cessnock LGA)	Revoked in 2010.
5.6	Sydney to Canberra Corridor	Revoked in 2008.
5.7	Central Coast	Revoked in 2008.
5.8	Second Sydney Airport: Badgerys Creek	Not applicable as none of the lots are near the site for a second Sydney airport.
5.9	North West Rail Link Corridor Strategy	Not applicable as none of the lots are near this corridor.
5.10	Implementation of Regional Plans	This direction requires consideration because it applies to all Planning Proposals. The Planning Proposal complies with this direction because it is consistent with the <i>Riverina Murray Regional Plan 2036</i> (see Attachment 'D').
6.	Local Plan Making	
6.1	Approval and Referral Requirements	This direction requires consideration because it applies to all Planning Proposals. The Planning Proposal is consistent with this direction because it does not propose any referral requirements or nominate any development as 'designated development'.
6.2	Reserving Land for Public Purposes	This direction requires consideration because it applies to all Planning Proposals. The Planning Proposal is inconsistent with this direction because it proposes to remove the designation of the four lots for public purposes (in this case open space and drainage) and the approval of the Director-General of the Department of Planning has not been given. This inconsistency is considered justified on the basis it is of 'minor significance' and the Director-General's authority to that effect will be sought at the Gateway stage of the Planning Proposal.
6.3	Site Specific Provisions	Not applicable as the proposal does not propose any site specific provisions.
7.	Metropolitan Planning	
7.1	Implementation of A Plan for Growing Sydney	Not applicable as the lots are not within one of the local government areas nominated in this direction.
7.2	Implementation of Greater Macarthur Land Release Investigation	Not applicable as the lots are not within one of the local government areas nominated in this direction.
7.3	Parramatta Road Corridor Urban Transformation Strategy	Not applicable as the lots are not within one of the local government areas nominated in this direction.
7.4	Implementation of North West Priority Growth Area Land Use and Infrastructure Implementation Plan	Not applicable as the lots are not within the North West Priority Growth Area.

7.5	Implementation of Greater Parramatta Priority Growth Area Interim Land Use and Infrastructure Implementation Plan	Not applicable as the lots are not within the Greater Parramatta Priority Growth Area.
7.6	Implementation of Wilton Priority Growth Area Interim Land Use and Infrastructure Implementation Plan	Not applicable as the lots are not within the Wollondilly Shire Council.

Attachment 'C'

Matters to be addressed under LEP practice note
PN 16-001

MATTERS TO BE ADDRESSED	RESPONSE
The current and proposed classification of the land.	The four lots are currently classified 'community' and proposed to be classified 'operational'.
Whether the land is a 'public reserve' (defined in the LG Act).	None of the four lots have the designation of 'public reserve'.
The strategic and site specific merits of the reclassification and evidence to support this.	<p>The four lots are surplus to Council requirement for local open space and drainage in Jindera. The lots were created and dedicated to Council as part of the subdivision process for residential purposes. Three of the lots are poorly sited for the purposes of open space and the fourth is deemed by Council engineers to be no longer necessary to assist with drainage in the vicinity.</p> <p>The lots are proposed to be sold by Council for residential development following reclassification with the funds realised to go towards further embellishment of the nearby Recreation Reserve (including a children's playground).</p>
Whether the planning proposal is the result of a strategic study or report.	No.
Whether the planning proposal is consistent with council's community plan or other local strategic plan.	See the response to Question 4 in the Planning Proposal.
<p>A summary of council's interests in the land, including:</p> <ul style="list-style-type: none"> • How and when the land was first acquired (e.g. Was it dedicated, donated, provided as part of a subdivision for public open space or other purpose, or a developer contribution) • If council does not own the land, the land owner's consent; • The nature of any trusts, dedications etc. 	<p>The lots were created and dedicated to Council more than 20 years ago as part of the subdivision process for a residential estate.</p> <p>Council owns the lots.</p> <p>None applicable.</p>
Whether an interest in land is proposed to be discharged, and if so, an explanation of the reasons why.	Not applicable.
The effect of the reclassification (including, the loss of public open space, the land ceases to be a public reserve or particular interests will be discharged).	See the Planning Proposal.
Evidence of public reserve status or relevant interests, or lack thereof applying to the land (e.g. Electronic title searches, notice in a government gazette, trust documents).	The lots are not dedicated reserves.
Current use(s) of the land, and whether uses are authorised or unauthorised.	The lots are vacant and unused.

MATTERS TO BE ADDRESSED	RESPONSE
Current or proposed lease or agreements applying to the land, together with their duration, terms and controls.	None.
Current or proposed business dealings (e.g. Agreement for the sale or lease of the land, the basic details of any such agreement and if relevant, when council intends to realise its asset, either immediately after rezoning/reclassification or at a later time).	Council intends to sell the four lots shortly after their reclassification.
Any rezoning associated with the reclassification (if yes, need to demonstrate consistency with an endorsed Plan of Management or strategy).	No rezoning of the lots is proposed. They are already within the RU5 zone.
How council may or will benefit financially, and how these funds will be used.	The funds raised through the sale of the lots will be invested in facilities at the nearby Recreation Reserve.
How council will ensure funds remain available to fund proposed open space sites or improvements referred to in justifying the reclassification, if relevant to the proposal.	Council has given an undertaking that the funds realised from the sale will be expended within the Jindera Recreation Reserve.
A Land Reclassification (part lots) Map, in accordance with any standard technical requirements for spatial datasets and maps, if land to be reclassified does not apply to the whole lot.	The reclassification applies to the whole of all four lots.
Preliminary comments by a relevant government agency, including an agency that dedicated the land to council, if applicable.	Agencies will be consulted during the public exhibition period.

Attachment 'D'

Consistency with the Riverina-Murray Regional
Plan 2036

Goal, Direction & Action Title	Applicable to the Planning Proposal	Consistency
Goal 1 – A growing and diverse economy		
Direction 1 – Protect the region's diverse and productive agricultural land.	Not applicable, as the subject land is not used for productive agricultural purposes.	N/A
Direction 2 – Promote and grow the agribusiness sector.	Not applicable, as the proposal does not relate to agribusiness.	N/A
Direction 3 – Expand advanced and value-added manufacturing.	Not applicable, as the proposal does not relate to value-added manufacturing.	N/A
Direction 4 – Promote business activities in industrial and commercial areas.	Not applicable, as the proposal does not relate to business activities.	N/A
Direction 5 – Support the growth of the health and aged care sectors.	Not applicable, as the proposal does not relate to the health and aged care sectors.	N/A
Direction 6 – Promote the expansion of education and training opportunities.	Not applicable, as the proposal does not relate to education or training.	N/A
Direction 7 – Promote tourism opportunities.	Not applicable, as the proposal does not relate to tourism.	N/A
Direction 8 – Enhance the economic self-determination of Aboriginal communities.	Not applicable, as the proposal does not relate to Aboriginal communities.	N/A
Direction 9 – Support the forestry industry.	Not applicable, as the proposal does not relate to forestry.	N/A
Direction 10 – Sustainably manage water resources for economic opportunities.	Not applicable as the proposal does not relate to water resources.	N/A

Direction 11 – Promote the diversification of energy supplies through renewable energy generation.	Not applicable as the proposal does not relate to energy supplies.	N/A
Direction 12 – Sustainably manage mineral resources.	Not applicable, as the subject land is not known to contain any significant mineral resources.	N/A
Goal 2 – A healthy environment with pristine waterways		
Direction 13 – Manage and conserve water resources for the environment.	Not applicable, as the subject land is not known to contain any water resources.	N/A
Direction 14 – Manage land uses along key river corridors.	Not applicable as the subject land is not located within a river corridor.	N/A
Direction 15 – Protect and manage the region’s many environmental assets.	Not applicable as the subject land has no environmental assets.	N/A
Direction 16 – Increase resilience to natural hazards and climate change.	Not applicable as the subject land is not mapped as bushfire or flood prone.	N/A
Goal 3 – Efficient transport and infrastructure networks		
Direction 17 – Transform the region into the eastern seaboard’s freight and logistics hub.	Not relevant, as the proposal does not relate to industry or freight.	N/A
Direction 18 – Enhance road and rail freight links.	Not relevant, as the proposal does not relate to freight.	N/A
Direction 19 – Support and protect ongoing access to air travel.	Not relevant, as the proposal will not affect air travel.	N/A
Direction 20 – Identify and protect future transport corridors.	Not relevant to the subject proposal.	N/A

Direction 21 – Align and protect utility infrastructure investment.	Yes, as the proposal will result in vacant land being developed.	All urban infrastructure is currently provided to the four lots and can accommodate the anticipated residential development.
Goal 4 – Strong, connected and healthy communities		
Direction 22 – Promote the growth of regional cities and local centres.	Yes, as the proposal affects land within the Jindera township.	The Planning Proposal will support and promote the growth of Jindera by making available four additional lots for residential development.
Direction 23 – Build resilience in towns and villages.	Yes, as the proposal affects land within the Jindera township.	By providing four additional lots for residential development as a result of the Planning Proposal, the population of Jindera will be increased and this builds resilience. It is noted Jindera is fortunate in that unlike many smaller towns and villages, it is experiencing strong demand for residential development.
Direction 24 – Create a connected and competitive environment for cross-border communities.	Not relevant as Jindera is not a border town.	N/A
Direction 25 – Build housing capacity to meet demand.	Yes, as the proposal is creating the opportunity for residential development.	The Planning Proposal supports this Direction because as a consequence it will increase the supply of vacant residential lots in Jindera. Jindera has demonstrated an ongoing healthy demand for residential land in recent times and this is expected to continue.
Direction 26 – Provide greater housing choice.	Yes, as the proposal is creating the opportunity for residential development.	The four lots in question are located within a developed residential estate and as such will create choice in living environments within Jindera as new vacant lots in this location.
Direction 27 – Manage rural residential development.	Not applicable, as the proposal does not relate to rural residential development.	N/A
Direction 28 – Deliver healthy built environments and improved urban design.	Yes, as the proposal will result in the loss of land dedicated for open space purposes.	Public open space, and access to it, is important for healthy communities. In this case whilst three of the lots were dedicated for this purpose as part of the subdivision on land, they are impractical because of their size and accessibility. The Jindera Recreation Reserve is in close proximity of all lots and a pedestrian link is provided to the estate.
Direction 29 – Protect the region's Aboriginal and historic heritage.	Not relevant as the lots are unlikely to feature items of Aboriginal cultural heritage.	N/A

Document Name	Document Version Number	Review Date
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Date Adopted	Minute Number	Status
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Purpose

The purpose of this policy is to specify the criteria which the Council will take into consideration in determining whether or not to give an order under Section 124 and 125 as those orders relate to the keeping of animals and birds.

Scope

The Orders Policy shall apply to:

- (a) All premises and all areas associated with those premises;
- (b) All land within the following planning zones within Greater Hume Council:
 - RU5 Village, R2 Low Density Residential, R5 Large Lot Residential

Definitions

Property Identification Codes (PIC)

From 1 September 2012, anyone who keeps or owns livestock in NSW is required to ensure the land on which the livestock are kept has a Property Identification Code or PIC. 'Livestock' includes one or more cattle, sheep, goats, pigs, deer, bison, buffalo, camelids, equines (i.e., horses and donkeys), 100 or more poultry birds or 10 or more emus or ostriches.

A PIC is a unique identifier for land. PICs are assigned to individual properties and are allocated by Local Land Services. Call 1300 795 299 to locate the Local Land Services office

PICs are fundamental to the operation and integrity of the National Livestock Identification System (NLIS) for cattle, sheep, goats and pigs because movements on the NLIS database are recorded between PICs. PICs provide traceability to specific properties.

Policy Content

POLICY FOR THE ISSUING OF ORDERS.

In accordance with the Local Government Act, 1993, Councils are required to observe certain procedures before giving orders. In particular Section 132 requires that the following be carried out prior to issuing an order namely:

- (i) Give notice to the persons to whom the order is proposed to be given of its intention to give the order, the terms of the proposed order and the period proposed to be specified as the period within which the order is to be complied with.
- (ii) Indicate that the person to whom the order is proposed to be given may make representations to the Council as to why the order should not be given or as to the terms of or period for compliance with order.
- (iii) Indicate that the representations are to be made to the Council or a specified committee of the Council on a specified meeting date or to a specified Councillor or employee of the Council on or before a specified date being, in either case, a date that is reasonable in the circumstances of the case.

All representations are to be made to the General Manager.

In the event that representations are made to the Council and an agreement is not reached the persons affected by the order may still exercise their rights pursuant to Section 138 of the Act and have the matter determined by the Land and Environment Court.

PENALTIES

Penalties for non-compliance with the terms of orders issued by Council are prescribed under Section 628 of the Local Government Act 1993. The maximum penalty for non-compliance with Order No 18 being \$2,200 at the date of adoption of this policy (ie. 20 penalty units).

ORDER NUMBER 18 (1) KEEPING OF ALPACAS

CRITERIA

18.1.1 A stocking rate of 1 Alpaca per hectare (a minimum of 1 hectare is required).

18.1.2 Recommended requirements:

- a) Keep animals a minimum of 9 metres from any dwelling, school, shop, office, factory, workshop, church or other place of public worship, public hall or premises used for the manufacture, preparation or storage of food.
- b) Locate enclosures at least 20 metres from any dwelling or place where food is kept, processed or stored, or 6 metres from any roadway or 1 metre from any property boundary.
- c) Enclose yard areas to prevent escape.
- d) Keep feed that is packaged or otherwise requires storage in a manner that prevents access by vermin.

18.1.3 Advice - Alpacas have specific fencing requirements to prevent escape.

18.1.4 Development consent may be required for enclosures / fences.

ORDER NUMBER 18 (2) KEEPING OF BEES

CRITERIA

18.2.1 All provisions of the Biosecurity Act 2015 must be complied with.

18.2.2 The aims and husbandry procedures as defined in the NSW Department of Primary Industries Code of Practice for Bee Keeping must be complied with.

18.2.3 On land applicable to this policy no more than two hives per property is permitted, and then only when the following circumstances prevail:

- a) The hive is more than 9 metres from any neighbouring premises and not in the vicinity of schools, child care centres, hospitals and public facilities.
- b) The hive is regularly re-queened with a recognised mild strain;
- c) The flight board is not directed at, or within 9 metres of any public thoroughfare or recreation area;

- d) A permanent water source suitable for bees is established within close proximity to the hive;
- e) The hive is not within nine metres of any neighbouring swimming pool;
- f) A suitable barrier is erected close to the landing board to force flight paths above two metres;
- g) The hive is regularly serviced by a competent manager;
- h) The swarming of the bees is controlled;
- i) The flight board is not directed at any neighbour activity area, for example washing area, barbeque area or children's play area;
- j) Diseases are properly controlled, as is regulated by Department of Primary Industries; and
- k) The keeping of bees in unit developments is not permitted.

Note – In order to keep more than three hives, development consent is required.

18.2.4 Wild Hives

- a) Wild hives must be controlled. Any person having a wild hive on their property must consult Department of Primary Industries for advice.
- b) A wild hive is described as feral bees not in a domesticated situation and not kept within a bee frame or a beekeeper's box.

ORDER NUMBER 18 (3) KEEPING OF BIRDS

CRITERIA

- 18.3.1 All aviaries and holding facilities must be constructed of appropriate materials and of a quality of construction and maintenance that is acceptable to Council. The material must be of new or good second hand quality and be designed to be vermin proof, well ventilated, have an impervious surface and not cause or be likely to cause injury to birds.
- 18.3.2 All aviaries and facilities must be well maintained by the owner so as to avoid escape and/or injury to birds.
- 18.3.3 Careful regard must be given to the requirements of neighbours, especially the avoidance of excessive noise and odour.
- 18.3.4 The [NSW Animal Welfare Code of Practice](#) prepared by the Associated Bird keepers of Australia (ABA) must be complied with at all times.
- 18.3.5 Where the owner operates a business from home related to the commercial trade or retail of birds or associated items, provisions of the Environmental Planning and Assessment Act 1979 may apply.

- 18.3.6 Extensive aviculture activities are required to submit aviary plans for development approval by Council.
- 18.3.7 Flooring must be constructed of an impervious material or in some external situations, sand or gravel with a rodent proof mesh underlay.
- 18.3.8 All aviaries and other built facilities for the keeping of caged birds require Council consent, except where aviaries do not exceed the following dimensions:
- (a) 5 square metres surface area, a maximum height of 2.1 metres and with a set back from any boundary, fence or wall of 1.0 metres; and
 - (b) Multiple permissible aviaries may not cover an area greater than 20 square metres without prior Council approval.
- 18.3.9 Enclosed buildings for the primary purpose of holding caged birds require Council consent.
- 18.3.10 An animal trade must not be conducted without prior consent.
- 18.3.11 Vermin proof food storage facilities must be provided.
- 18.3.12 An adequate rodent and pest control program must be in place.
- 18.3.13 Excessive noise and odour must be controlled by the use of sound proofing materials distance and choice of bird species.

ORDER NUMBER 18 (4) KEEPING OF CATS

CRITERIA

- 18.4.1 Those persons requiring to breed or hold on their property, more than three (3) cats over the age of six months, must be authorised by Council to do so. Council will consider altering the above criteria on a case-by-case basis. Special dispensation may be given upon application for more cats only in special circumstances where;
- a) adequate facilities are available,
 - b) the keeping of extra cats can be justified and after taking submissions of close neighbours into account, and
 - c) Council is satisfied that no nuisance or health hazard will be caused to the surrounding neighbourhood.
- 18.4.2 The provision of adequate holding facilities must be in place, especially for all non de-sexed male cats.
- 18.4.3 Cats must not be permitted to create a nuisance in any form, including straying, interfering with the properties of others or otherwise.
- 18.4.4 The applicant must have a demonstrated high level of expertise in the management and caring for cats.
- 18.4.5 The applicant must have the ability to control all odours and waste to the satisfaction of Council.

- 18.4.6 The health of all cats is to be monitored and appropriate veterinary treatment obtained in the event of illness.
- 18.4.7 Wildlife must be protected where possible from cats.
- 18.4.8 All provisions of the Companion Animals Act 1998 and the Companion Animals Regulation 2008 must be complied with, including:
- a) Registration requirements; and
 - b) Micro-chipping requirements.
- 18.4.9 Breeding of cats for sale/profit is considered to be an industry and as such requires Development Approval. Any person wishing to conduct a breeding activity for sale/profit should contact Council Environment and Planning Department for details of requirements and approval procedures.
Recognised breeders must ensure that all the cats they sell are micro-chipped prior to sale. A recognised breeder as defined by the Office of Local Government, is a person who is a “breeder” member of one of the following breed organisations:
- a) NSW Cat Fanciers Association
 - b) Waratah State Cat Alliance Inc or,
 - c) Any other body approved by the Director-General for the purpose of this definition by an order published in the Gazette.

Note – Owners of cats are encouraged to de-sex their cats. Registration fees are cheaper for doing so.

ORDER NUMBER 18 (5) KEEPING OF CATTLE

CRITERIA

- 18.5.1 A stocking rate of 1 Cow per hectare (a minimum of 1 hectare is required).
- 18.5.2 The maximum number of cattle at any one time shall be two (2).
- 18.5.3 Cattle must not be within 9 metres (or such a greater distance as the Council may determine in a particular case) of any dwelling.
- 18.5.4 The floors of stables must be paved with concrete or mineral asphalt or other equally impervious material, and must be properly graded to drain.
- 18.5.5 Cattle yards must be enclosed as to prevent the escape of cattle.
- 18.5.6 Where rail fences are not available, appropriate visual additions such as reflective tape, plastic pipe, and so on, must be used on all wire fences.
- 18.5.7 All fences must be constructed and up to a standard of maintenance so that the cattle cannot escape or be injured.
- 18.5.8 No cattle may be kept or taken onto a public reserve unless the permission of Council has been obtained.

ORDER NUMBER 18 (6) KEEPING OF DEER

CRITERIA

18.6.1 A stocking rate of 1 per 5 hectares (A minimum of 5 hectares is required).

18.6.2 Recommended requirements:

- a) Keep animals a minimum of 9 metres from a dwelling, school, shop, office, factory, workshop, church, or other place of public worship, public hall or premises used for the manufacture, preparation or storage of food.
- b) Locate enclosures at least 20 metres from a dwelling or place where food is kept, processed or stored, or 6 metres from any roadway or 1 metre from any property boundary.
- c) Enclose yards areas to prevent escape.
- c) Keep feed that is packaged or otherwise requires storage in a manner that prevents access by vermin.

18.6.3 Advice:

- a) Refer to the requirements of the Deer Act 2006.
- b) The keeping of hooved animals above the recommended number may require development consent. Refer to LEP 2012 for further details.
- c) Deer have specific fencing requirements to prevent escape.
- d) Development consent may be required for these enclosures / fences.
- e) Deer must not be slaughtered at the premises on which they are kept. They must be transported to an accredited abattoir.
- f) Environmental degradation caused by feral deer is listed as a key threatening process under the Threatened Species Conservation Act 1995; owners must contain animals on site.

ORDER NUMBER 18 (7) KEEPING OF DOGS

CRITERIA

18.7.1 No attack-trained dog shall be held in a residential area unless managed by a registered owner/security company, Police service or other approved Government instrumentality.

18.7.2 A maximum of three (3) dogs per household shall be allowed. Council will consider altering the above criteria on a case-by-case basis. Special dispensation may be given upon application for more dogs only in special circumstances where;

- a) adequate facilities are available,
- b) the keeping of extra dogs can be justified and after taking submissions of close neighbours into account, and

- c) Council is satisfied that no nuisance or health hazard will be caused to the surrounding neighbourhood.

- 18.7.3 Waste material, including litter and bedding, must be disposed of in an approved manner.
- 18.7.4 All noise, including barking, must be controlled.
- 18.7.5 All odours must be controlled.
- 18.7.6 The health of all dogs is to be regularly monitored and appropriate veterinary treatment obtained in the event of illness.
- 18.7.7 Wildlife must be protected where possible from dogs.
- 18.7.8 Dog breeding, training and/or boarding kennels are subject to Council approval and compliance with the [Department of Primary Industries Guidelines \(refer www.dpi.nsw.gov.au\)](http://www.dpi.nsw.gov.au).
- 18.7.9 All provisions of the Companion Animals Act 1998 and the Companion Animals Regulation 2008 must be complied with, including:
- (a) Registration requirements; and
 - (b) Micro-chipping requirements.

Note – Owners of dogs are encouraged to de-sex their dogs. Registration fees are cheaper for doing so.

ORDER NUMBER 18 (8) KEEPING OF DECLARED DOGS (DANGEROUS, MENACING OR RESTRICTED BREED)

CRITERIA

– This section does NOT limit section 18(7) The Keeping of Dogs Criteria.

- 18.8.1 It is an offence to sell, advertise the sale of or give away a known restricted, dangerous or menacing dog or proposed dangerous or restricted dog. It is also an offence to purchase or receive a menacing dog or proposed dangerous or restricted dog.
- 18.8.2 A menacing dog, must have an enclosure that is sufficient to restrain a child from accessing the dog and it must be muzzled and under effective control by means of adequate chain, cord or leash when it is outside its property.
- 18.8.3 A declared dangerous or restricted dog must be kept in a specially constructed enclosure that meets all the requirements of the [Companion Animals Regulation 2008 Part 24](#). The enclosure must display an official dangerous dog warning sign. Whenever the dog is outside of this enclosure, declared dogs must be muzzled and leashed at all times and must be under the effective control of a competent person.
- 18.8.4 One or more signs must be displayed on the property showing the words “Warning Dangerous Dog” in letters clearly visible from the boundaries of the property on which the dog is kept.
- 18.8.5 Declared dogs must at all times wear a collar of the kind prescribed by the regulations.

-
- 18.8.6 Declared dogs must be de-sexed within 28 days of the declaration.
- 18.8.7 Council must be informed within 24 hours, by owners of declared dogs, of details including change of address or other information regarding the dog.
- 18.8.8 Owners of declared dogs must inform Council within 24 hours if the dog becomes lost or attacks a person or other animal.
- 18.8.9 All provisions of the Companion Animals Act 1998 and regulations must be followed in respect to any dog kept within the Greater Hume Local Government Area.

Restricted Dogs

- 18.8.10 Restricted breeds including the; American pit bull terrier, pit bull terrier, Japanese tosa, Argentinean fighting dogs, Brazilian fighting dogs; must comply with the requirements of the Companion Animals Act 1998.
If an authorised officer of a Council is of the opinion that a dog:
- (a) is of a breed or kind of dog referred to above or,
 - (b) is a cross-breed of any such breed or kind of dog,
- the authorised officer may give notice to the owner of the dog of the officer's intention to declare the dog to be a restricted dog.
- 18.8.11 Declared dogs may be seized where conditions of a notice are not complied with and in some circumstances Council may destroy seized dogs as per Section 58G(1)(a), 51(1A)(b) and 51(1A)(c) of the Companion Animals Act 1998.

ORDER NUMBER 18 (9) KEEPING OF STATIC GUARD DOGS

CRITERIA

- 18.9.1 Owners and persons in charge of on-site guard dogs are required to undertake the following control requirements:
- (a) To provide and erect appropriate signage that is prominently displayed upon the perimeter fences to those premises being guarded, which reads "Warning – Guard Dog on Premises";
 - (b) Such signs must be of a standard to alert any reasonable person of the consequences of entry;
 - (c) Such signs must be manufactured in such a manner that they are continually visible and readable in every circumstance; and
 - (d) Such signs must include an emergency contact phone number to be used in emergency situations.
 - (e) Compliance with the Department of Primary Industries Guidelines (refer www.dpi.nsw.gov.au).
- 18.9.2 Owners and lessees of guard dogs must ensure that such dogs are securely contained upon the premises being guarded.

- 18.9.3 No attack trained dog may be held within the Greater Hume Local Government Area (police dogs and other Government instrumentalities excepted).
- 18.9.4 All provisions of the Companion Animals Act 1998 must be followed in respect to any dog kept within the Greater Hume Local Government Area.
- 18.9.5 Declared dangerous dogs or guard dogs, having been declared dangerous, pursuant to the Companion Animals Act 1998 and the Companion Animals Amendment Act 2001 are not permitted to be utilised as static guard dogs upon any land within the Greater Hume Local Government Area, on a commercial or private basis.

ORDER NUMBER 18 (10) KEEPING OF GREYHOUND DOGS

CRITERIA

- 18.10.1 Greyhounds registered with the Greyhound Racing Control Board are required to be micro-chipped. NSW trainers are required to notify their local council when they transfer a former racing greyhound to a new owner.
- When a greyhound ceases to be a registered racing greyhound, for example after being re-homed through an adoption program, it automatically loses its exemption from the lifetime registration requirements of the Act.
- All other greyhounds must be micro-chipped and registered.
- 18.10.2 Greyhounds must be muzzled and be leashed at all times in public places unless;
- an exemption has been granted under an approved greyhound re-training program and
 - the greyhound wears an approved collar when it is in a public place.
- 18.10.3 Greyhounds must be kept in a secure, fenced property to prevent escape.
- 18.10.4 The number of greyhounds permitted to be kept on land applicable to this policy is three (3).
- 18.10.5 Greyhounds must be provided with:
- (a) Sufficient food, water and clothing;
 - (b) Sufficient exercise;
 - (c) Properly constructed kennels that are adequate in size and kept in a clean and sanitary condition; and
 - (d) Veterinary attention when necessary.
- 18.10.6 Greyhound trainers must be registered with [Greyhound Racing NSW \(GRNSW\)](#) as per the Greyhound Racing Act 2017.
- 18.10.7 Dog breeding, training and/or boarding kennels are subject to Council approval and compliance with the Department of Primary Industries Guidelines (refer www.dpi.nsw.gov.au).

ORDER NUMBER 18 (11) KEEPING OF FERRETS

CRITERIA

- 18.11.1 Hutches and cages must be kept clean at all times.
- 18.11.2 Odours must be vigorously controlled at all times. The scent secretions of these animals are particularly pungent and are likely to be found offensive by many people.
- 18.11.3 Protection for ferrets from extreme weather conditions must be provided.
- 18.11.4 Hutch or cage construction must be of a standard that will prevent escape.
- 18.11.5 Ferrets are not to be fed live food.
- 18.11.6 Sufficient food and drink must be provided at all times.
- 18.11.7 Ferrets must be caged and/or secured at all times and are not permitted to free range.
- 18.11.8 Waste material, including litter and bedding, must be disposed of in an approved manner that may include composting.

ORDER NUMBER 18 (12) KEEPING OF GOATS

CRITERIA

- 18.12.1 No goats may be kept on premises with a free land mass area less than 0.4 hectares.
- 18.12.2 No more than three (3) goats are permitted to be kept per household.
- 18.12.3 Goats may not be kept within 9 metres of any premises or facility used for the commercial preparation or storage of food for human consumption.
- 18.12.4 Goats are only permitted to be kept on land where suitable grazing exists.
- 18.12.5 No goat may be kept on a public place, including footpath areas and unfenced vacant allotments within the Greater Hume Local Government Area.

ORDER NUMBER 18 (13) KEEPING OF GUINEA PIGS

CRITERIA

- 18.13.1 Hutches and cages must be kept clean at all times.
- 18.13.2 Protection from the natural elements must be provided (particularly extreme hot weather).
- 18.13.3 Protection from predators (dogs, cats, foxes) must be ensured through the provision of predator proof caging.
- 18.13.4 Sufficient food and water must be provided at all times.
- 18.13.5 Odours must be vigorously controlled at all times.

18.13.6 Waste material, including litter and bedding, must be disposed of in an approved manner that may include composting.

ORDER NUMBER 18 (14) KEEPING OF HORSES

CRITERIA

- 18.14.1 A stocking rate of 1 Horse per hectare (a minimum of 1 hectare is required). Approval must be sought from Council for exceptions to the above requirement and will be considered on a case by case basis.
- Any concession made will be subject to compliance with the requirements of "[Guidelines for Minimum Standards for keeping horses in urban areas](#)" (Fact Sheet 16) from Department of Primary Industries (refer www.dpi.nsw.gov.au).
- 18.14.2 Land of a size exceeding 1 hectares shall comply with the requirements of the guidelines with the maximum number of horses at any one time shall be two (2).
- 18.14.3 Each application for the keeping of horses shall be treated on its merits and approval to keep horses may not be granted in every case. Applications are to be submitted by the owner of the land.
- 18.14.4 Construction of yards and shelters required for the keeping of horses may require a Development Application to be lodged.
- 18.14.5 The neighbouring owners of the land for which permission is applied for will be advised of each application. Any person who owns and who contends that his enjoyment of the land will be detrimentally affected if the development is carried out may object, in writing, to Council.
- 18.14.6 Stables, yards and paddocks shall be kept clean and tidy to the satisfaction of Council at all times, so as not to be the cause of offensive noise, odour and flies.
- 18.14.7 Additional requirements for fencing may also apply for the purpose of preventing damage to an adjoining premise. An adequate fence shall be provided to preclude horses within a distance of two (2) meters from any boundary of the adjoining premises. Ringlock or barbed wire fencing is not permitted.

ORDER NUMBER 18 (15) KEEPING OF NATIVE WILDLIFE

CRITERIA

- 18.15.1 No native animal may be taken from the wild and kept as a pet.
- 18.15.2 Carers of injured native wildlife must complete a WIRES (Wildlife Rescue Organisation) training course for the caring of injured animals.
- 18.15.3 A temporary caring licence must be obtained from the National Parks and Wildlife Service.
- 18.15.4 Injured wildlife must not create a nuisance of any kind to the surrounding community.
- 18.15.5 All offensive noise must be controlled.
- 18.15.6 All odours must be controlled.

18.15.7 Suitable facilities for the housing of injured animals must be available and used.

18.15.8 The caring of injured native wildlife in residential unit developments is not permitted.

ORDER NUMBER 18 (16) KEEPING OF PIGEONS

CRITERIA

18.16.1 The maximum number of pigeons to be kept on land applicable to this policy shall be:

- (a) Members of a Pigeon Fanciers' Association, or non-members willing to comply with any suggestions or directions from the association – 200 birds (regardless of type);
- (b) Persons not being members of a Pigeon Fanciers' Association and not willing to be bound by their recommendations – 20 birds.

18.16.2 Exercising of birds is to be on a planned basis and should not exceed 90 minutes. Exercise should not occur more than twice a day. All neighbours should be made aware of exercise schedules.

18.16.3 Lofts are to be kept clean at all times. Manure is to be cleaned daily and disposed of correctly. To minimise odours, owners must design and manage lofts to prevent manure becoming wet due to rain or cleaning.

18.16.4 Pigeons must be fed within lofts after exercise. All feed must be kept in vermin proof containers.

18.16.5 On no account should birds be allowed to roost on neighbouring buildings. "Free" or "Open" lofts are not to be permitted.

18.16.6 Residents are permitted to keep racing pigeons however must submit a development application for approval prior to any birds being kept.

18.16.7 Owners must ensure that pigeons do not make an objectionable amount of noise at unreasonable times, or cause a nuisance by emission of sounds/odour.

18.16.8 All new lofts shall, from the date of the adoption of this policy, be constructed off ground with a minimum height from the ground floor level of 40cm to allow for free flowing air under floor. Floors can consist of any of the following:

- (a) A trafficable mesh grating, which allows droppings to pass through for collection from below floor level. Trafficable timber floor with suitable moisture absorption qualities, which allows for scrape cleaning (e.g. hardboard or plywood)
- (b) Concrete slab floor.

18.16.9 A pigeon loft shall be erected a minimum of 10 metres from any neighbouring dwelling, public hall, school or other premises.

18.16.10 All roof and concentrated surface water are to be collected and disposed of to Council's satisfaction.

18.16.11 The pigeon loft and associated areas are to be kept clean and free of offensive odours at all times and action taken to minimise the emission of dust from the loft area. Manure is to be cleaned up daily and disposed of correctly. Minimum general cleaning of the loft is to

be undertaken once per week.

18.16.12 Upon receipt of a complaint, submitted in writing and signed by the person making the complaint alleging:

- (a) That they are householders within the policy boundaries
- (b) That they reside within hearing of the sound or cause of complaint of the said pigeons kept on any land within the policy boundaries
- (c) That said pigeons are the source of the noise/odour, which falls within one or more of the sub paragraphs above.

The matter will be referred to an authorised officer of Council for attention.

18.16.13 Where the complaint is proven:

- (a) If an owner or occupier of the premises where pigeons are kept are members of the Australian Pigeon Fanciers' Association or a recognised racing club, the association/club will be contacted and informed of the complaint.
- (b) If the owner or occupier where pigeons are kept are not members of the Australian Pigeon Fanciers' Association or a recognised racing club, these groups will be contacted to request their assistance or guidance to the individual concerned.
- (c) In the event that this policy proves to be ineffective in resolving the situation, Council reserves the right to take whatever action appropriate under the Local Government Act (1993). If deemed necessary, Council could include a total prohibition of the keeping of pigeons upon premises, where the complaint is found to be justified.

18.16.14 Where the complaint is unfounded:

- (a) Council will take no further action on the matter in relation to the said complaint.

18.16.15 Inspections should also occur in response to a complaint, which may be made in respect of the premises where pigeons are kept.

18.16.16 All pigeon owners are encouraged to adhere to the Associated Bird keepers of Australia's Code of Ethics in relation to the keeping of their birds.

18.16.17 Please note that this law is retrospective, in respect to the maximum number of birds kept, with these conditions applying to all residents within the policy boundaries who currently keep pigeons.

ORDER NUMBER 18 (17) KEEPING OF Swine (PIGS)

CRITERIA

18.17.1 Swine are NOT PERMITTED in residential areas within the Greater Hume Local Government Area.

18.17.2 Persons' seeking to keep swine for breeding and farming purposes outside of residential areas may require a Development Application and must satisfy Council that;

- a) adequate facilities are available,
- b) the keeping of swine can be justified and after taking submissions of close neighbours into account, and
- c) Council is satisfied that no nuisance or health hazard will be caused to the surrounding neighbourhood.

18.17.3 Swine must not be kept in such a place or manner as to pollute any water supplied for use (or used, or likely to be used):

- (a) by a person for drinking or domestic purposes, or
- (b) in a dairy.

18.17.4 Swine dung must not be deposited in such a place or manner as to pollute any water referred to in subclause (18.7.3).

- (1) Without limiting clause 18.17.4, swine must not be kept (and swine dung must not be deposited) within 60 metres (or such greater distance as the council may determine in a particular case) of a dwelling, shop, office, factory, church or other place of public worship, workshop, school or public place in a city, town, village or other urban part of an area.
- (2) A greater distance determined under this clause applies to a person only if the council has served an order under section 124 of the Act to that effect on the person.

18.17.5 There are regulations under the Biosecurity Act which govern livestock identification and movement recording (National Livestock Identification System (NLIS)); as well as stock feeds and prohibited substances (swill feeding) for pigs. Pet pig owners have to comply with these regulations.

18.17.6 It is illegal to keep, transport or breed from feral pigs. Feral pigs carry several zoonotic diseases such as Leptospirosis and Brucellosis (*B. suis*).

ORDER NUMBER 18 (18) KEEPING OF POULTRY

CRITERIA

18.18.1 All poultry must be kept in accordance with the Local Government (General) Regulation 2005, Schedule 2 - Part 5 – Division 2, as follows:

- (a) Poultry not to be a nuisance or health risk
- (b) Poultry must not be kept under such conditions as to create a nuisance or to be dangerous or injurious to health.
- (c) Poultry yards must at all times be kept clean and free from offensive odours. Poultry not to be kept near certain premises.
- (d) Fowls (that is, birds of the species *Gallus gallus*) or guinea fowls must not be kept within 4.5 metres (or such greater distance as the Council may determine in a particular case) of any dwelling or public hall or school or premises used for the manufacture, preparation, sale or storage of food.

- (e) Poultry (other than fowls referred to in subclause d) must not be kept within 30 metres of any building on a property.
- (f) The floors of poultry houses must be paved with concrete or mineral asphalt underneath the roosts or perches. However, this subclause does not apply to poultry houses:
 - (i) that are not within 15.2 metres of an adjoining property boundary, dwelling, public hall or school; or
 - (ii) that are situated on clean sand.
- (g) Poultry yards must be so enclosed as to prevent the escape of poultry.

18.18.2 All food must be stored in sealed vermin proof containers and must not be left uncovered.

18.18.3 Vermin and other pests must be controlled.

18.18.4 All offensive odours must be controlled.

18.18.5 All offensive noise must be controlled.

18.18.6 All poultry must be housed in purpose built facilities. Council approval may be required for these structures.

18.18.7 Waste material, including litter and bedding, must be disposed of in an approved manner that may include composting.

18.18.8 Outside runs must be free draining, not to discharge to neighbouring properties and not be allowed to become muddy.

18.18.9 The total numbers of poultry kept on premises must not exceed the maximum amount specified below:

Type	Maximum Numbers
Peafowl (Peacocks)	NILL
Peafowl (Peahen)	NILL
Roosters	NILL
Ducks	NILL
Geese	NILL
Swans	NILL
Turkeys	NILL
Fowls (chickens)	20
Pheasants	10
Quails	20
Total	20

18.18.10 Roosters may be permitted with Council consent during the breeding season only. Should such consent be granted roosters must be housed in a dark enclosed shed at night during that approved period.

ORDER NUMBER 18 (19) KEEPING OF RABBITS

CRITERIA

- 18.19.1 The keeping of rabbits is subject to all requirements of Department of Primary Industries which may include gaining a licence for the keeping of rabbits.
- 18.19.2 Rabbits being kept in residential areas must not be kept closer than nine metres to a dwelling or place that prepares, stores or handles food for sale.
- 18.19.3 Waste material, including litter and bedding, must be disposed of in an approved manner that may include composting.
- 18.19.4 Hutches and cages must be kept clean at all times.
- 18.19.5 All odours must be controlled.
- 18.19.6 Rabbits must not be bred for greyhound training.
- 18.19.7 Rabbits must be protected from all predators.
- 18.19.8 Rabbits kept must be a recognised domestic breed and be kept in a rabbit proof enclosure suitable for the breed.

ORDER NUMBER 18 (20) KEEPING OF REPTILES

CRITERIA

- 18.20.1 NSW National Parks and Wildlife Act 1974 and the Biodiversity Conservation Act 2016 place a general prohibition on the keeping of reptiles.
All provisions of the National Parks and Wildlife Act 1974 and the Biodiversity Conservation Act 2016, must be complied with. This includes obtaining a licence to keep reptiles.
- 18.20.2 Advice regarding the keeping of reptiles must be obtained from the National Parks and Wildlife Service.
- 18.20.3 It is prohibited to move a reptile from the natural environment.
- 18.20.4 Reptiles must be housed in a manner that provides appropriate environmental conditions suited to the particular species.
- 18.20.5 All reptiles must be housed in an adequate manner that prevents escape. Adequate housing includes, but is not limited to:

SNAKES

- (a) Venomous snakes may only be kept in lockable, sealed, escape proof containers or cages within a lockable and sealed escape proof room;
- (b) The individual containers and the room itself must be locked when the licensee is not present in the room, so as to prevent unauthorised entry and/or tampering with containers or cages and the escape of snakes;

-
- (c) Access to all venomous snakes must be limited to persons who are under the direct supervision of the licensee or to persons holding a Class 2 licence with the same category endorsement;
 - (d) All housing for snakes must be kept in a clean condition;
 - (e) Council must approve all housing facilities for snakes.

TURTLES

- (a) Ponds that house turtles must be cleaned on a regular basis;
- (b) Basking logs and rocks must be available along and partly emerged in the pond to allow for stress free basking.
- (c) Adult turtles (30 centimetres or greater shell length) require a 2 metres length by 2 metres width by a 0.5 metre depth (2m (L) x 2m (W) x 0.5m (D), with gradual sides to allow easy exit;
- (d) Turtles are to be in an enclosed area so as to prevent escape.

18.20.6 All offensive odours must be controlled.

18.20.7 All noise must be controlled.

18.20.8 The breeding of rats, mice or other live animals for the purpose of feeding any reptile is not permitted.

18.20.9 All reptiles must be protected from the predation of other animals.

18.20.10 All reptiles must be kept in appropriate numbers.

ORDER NUMBER 18 (21) KEEPING OF RODENTS

CRITERIA

- 18.21.1 The keeping of these animals is permitted as pet companion animals only. The keeping and breeding of rodents as food animals for reptile feeding is prohibited.
- 18.21.2 Only domesticated breeds of rats and mice are permitted to be kept.
- 18.21.3 Rodents, rats and mice must be confined within rodent proof cages or enclosures.
- 18.21.4 These animals must be protected from the predation of other animals.
- 18.21.5 Any excess rodents must be disposed of in an appropriate and humane manner.
- 18.21.6 Odours must be vigorously controlled at all times.
- 18.21.7 Waste material, including litter and bedding, must be disposed of in an approved manner that may include composting.

ORDER NUMBER 18 (22) KEEPING OF SHEEP

CRITERIA

- 18.22.1 No sheep may be kept on premises with a free land mass area less than 0.4 hectares.
- 18.22.2 No more than three (3) sheep are permitted to be kept per household.
- 18.22.3 Sheep may not be kept within 9 metres of any premises or facility used for the commercial preparation or storage of food for human consumption.
- 18.22.4 Sheep are only permitted to be kept on land where suitable grazing exists.
- 18.22.5 No sheep may be kept on a public place, including footpath areas and unfenced vacant allotments within the Greater Hume Local Government Area.

Links to Policy

Complaints Handling Policy

Links to Procedure

NA

Links to Forms

NA

References

Department of Primary Industries
Local Land Services
Office of Local Government

Responsibility

Director Environment and Planning
Ranger / Compliance Officers

Document Author

James Waite – Ranger / Compliance Officer

Relevant Legislation

This policy is made in accordance with Part 3 of Chapter 7 of the Local Government Act, 1993, and is governed by the requirements of that Act.

Associated Records

NA

Easy to do Business

Memorandum of
Understanding

Memorandum of Understanding

1. MOU Details

Duration of MOU	
Commencement Date	
Service NSW Details	
Address	Level 20, 2-24 Rawson Place, Sydney NSW 2000
ABN	37 552 837 401
Service NSW Representative	Executive Director, EtdB – Kylie De Courteney
Phone	02 8059 2359
Email	kylie.decourteney@service.nsw.gov.au
[COUNCIL NAME] Details	
Address	
ABN	
Council Representative	
Phone	
Email	

2. Parties

This MOU is made between:

The State of New South Wales represented by Service NSW, ABN 37 552 837 401, whose address is Level 20, 2-24 Rawson Place, Sydney NSW 2000 (SNSW);

and

[Council], ABN [XX XXX XXX XXX], of [STREET ADDRESS] (The Council).

3. Background

3.1 This MOU sets out the agreed understanding of the parties and basis upon which the arrangement is entered into. The MOU is not legally binding.

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- 3.2 Easy to do Business is a joint initiative of the Department of Premier and Cabinet, the Customer Service Commissioner, the Office of the NSW Small Business Commissioner and SNSW to make NSW the easiest state to do business.
- 3.3 SNSW has partnered with the Council to promote and deliver the Easy to do Business program to small business across New South Wales.
- 3.4 The purpose of this collaboration is to:
- 3.4.1 help business owners open and grow a café, small bar or restaurant by providing a single online digital solution and personalised support, and
 - 3.4.2 make it easier to set up a business in New South Wales.
- 3.5 The Easy to do Business program is a free service for the Council and customers.
- 3.6 The Easy to do Business program will expand to include other industries and the entire small business lifecycle, in the future.

4. Term

This MOU commences on the Commencement Date specified in MOU Details and will continue unless terminated by either party.

5. Termination

Either Party may terminate this MOU by giving the other Party ninety (90) days' written notice.

6. SNSW's obligations

SNSW will:

- (a) ensure the Business Concierge will be the customer's single point of contact for queries relating to opening or growing their business
- (b) within two working days, call the customer to establish and understand the customer's ambition with respect to their business and outline how the program may be able to help
- (c) provide tailored information specific to each customer's needs
- (d) address customer queries relevant to any stage of the end-to-end journey
- (e) provide to the customer a detailed case management plan outlining all licences and approvals required to open or grow their business and the suggested pathway to completion
- (f) where a customer query cannot be immediately addressed, make contact with Council or the relevant federal or state government agency to source the additional information required and respond back to the customer as promptly as possible
- (g) escalate customer queries to the Council specialist team wherever questions become advice-based or highly complex
- (h) guide and support the customer through the online licence application processes

-
- (i) review, verify and validate customer applications against agreed criteria so as to improve the quality of applications submitted to Council.

7. Council's obligations

The Council will:

- (a) refer eligible customers to EtdB
- (b) provide guidance and information to the EtdB team to assist it to respond to customer queries, as required
- (c) communicate application outcomes to the customer and the EtdB team
- (d) provide updates on changes in the local area that may impact EtdB
- (e) identify local events and organisations that are opportunities to inform customers about EtdB
- (f) provide feedback on the effectiveness and performance of EtdB in the local area.

8. Review of MOU

The Parties agree to meet to discuss the terms and conditions of this MOU and to consider whether any variations or amendments need to be made.

9. Variations

This MOU may be varied by agreement of the Parties in writing.

10. Relationship

10.1 Cooperation

In carrying out its respective obligations under this MOU, the Parties agree to co-operate in a timely and effective manner with each other and to act in good faith.

10.2 Meetings

The SNSW Representative and the Council Representative agree to meet and discuss any matters relating to this MOU.

10.3 Issues

Each Party will keep the other informed in writing as to any issues arising and keep an ongoing written record of the status of each issue and when and how it was resolved.

11. Representatives of the Parties

11.1 Change of Representatives

- (a) The Parties should inform the other party about any change of Representative from that specified in MOU Details.

11.2 Power and authority of Representatives

The SNSW Representative and the Council's Representative:

- (a) are the agent of the respective Party for the purposes of doing anything to be under this MOU; and
- (b) have the authority to make and give, or accept, on the Party's behalf, any approvals, acceptances, directions, notice and other decisions that the Party may make and give, or accept, under this MOU.

12. Resolution of Disputes

12.1 Both Parties agree to attempt to act in good faith in carrying out their obligations under this MOU and to attempt to resolve any Dispute in good faith.

12.2 In the event of any dispute between the Parties under or in connection with this MOU, the Parties will:

- (a) within seven days (or such other period agreed between the parties) of a Party providing notice of a dispute to the other Party, ensure that the SNSW Representative and Council Representative meet with a view to resolving the dispute; then
- (b) if the dispute is not resolved, within 14 days (or such other period agreed between the Parties) of that meeting, the Chief Executive of the Council (or delegate) will meet with the Chief Executive Officer of Service NSW (or delegate) with a view to resolving the dispute.

12.3 Any Disputes arising out of or in connection with the MOU which cannot be settled by negotiation between the Parties under clause 12 (b) shall be referred to mediation via the Resolution Institute - <https://www.iama.org.au>.

12.4 If a dispute arises from, out of, or in connection with this MOU, the Parties must attempt to resolve it in accordance with the Premier's Memorandum M1997 – 26 Litigation Involving Government Authorities.

13. Notices

13.1 General

Any notices under this MOU must be given by an Authorised Representative of the Parties.

13.2 Change of address

Each Party must notify the other Party in writing of any changes to notice details specified in MOU Details.

14. Non-binding Memorandum of Understanding

14.1 This MOU is not intended to create legally enforceable rights or obligations for either Party.

14.2 This MOU merely constitutes a statement of the mutual intentions of the Parties with respect to its contents and each Party represents to the other that:

- (a) no reliance will be placed on it;

- (b) it does not constitute an obligation binding either side;
- (c) it does not contain all matter upon which agreement must be reached in order for an agreement to be consummated;
- (d) it creates no rights in favour of either party; and
- (e) for the avoidance of doubt and without limiting the above in any way, this MOU imposes no commitment on any person to proceed with an agreement.

15. Miscellaneous

15.1 Legal costs

Subject to any express provision in this MOU to the contrary, each Party must bear its own legal and other costs and expenses relating directly or indirectly to the preparation of, and performance of its obligations under this MOU.

15.2 Amendment

All amendments to this MOU and all consents, approvals, waivers and agreements made under this MOU must be evidenced in writing.

Signed for and on behalf of SNSW

Name: _____

Signature: _____

Position: _____

Date: _____

Signed for and on behalf of the Council

Name: _____

Signature: _____

Position: _____

Date: _____

TOURISM AND PROMOTIONS REPORT (June 2018)

Areas Projects	Objectives	Progress and Comments
Greater Hume Visitors Guide	Implement the Greater Hume Visitor Experience Plan Delivery Plan 3.3.2.1	<ul style="list-style-type: none"> • Visitors Guide has been distributed to our 43 advertisers and Visitor Information Points (15,000 copies) • Distribution (to date) = 11800, including 3920 to other Visitor Centres/advertisers and 1500 to VIPs.
Visitor Information Centre and Submarine Museum	<p>Offering visitors to Greater Hume information and advice on accommodation, places to eat, attractions, maps, tours, road conditions, events and other general information. Reception and admission to Submarine Museum.</p> <p>Implement the Greater Hume Visitor Experience Plan.</p> <p style="text-align: center;">Delivery Plan 3.3.2.1</p>	<ul style="list-style-type: none"> • Visitor Information stats forwarded to AVIC Network were: <ul style="list-style-type: none"> June 2018: 808 walk in, 53 phone calls and 28 emails Admissions to Submarine Museum, statistics for: <ul style="list-style-type: none"> June 2018: 19 in family groups, 89 adults, 12 school children, 112 pensioners and 0 in groups. Visitor Information Centre Survey, some results: (Visitors are randomly surveyed each month to provide information on gender, age, travel patterns, home location, satisfaction rating, comments and suggestions on attractions and the visitor experience.) <ul style="list-style-type: none"> ○ How did you hear about us: 2 x Visitor Centre, 4 x Sign, 1 x Other, 1 x Map ○ Age groups: 2 x 19 to 34 years, 1 x 35-54 years, 5 x 55 years or more ○ Travelling Group: 4 x Family, 2 x Other, 2 x Friends, ○ Post Codes/Country: 2160, 3675, 3690, 2256, 3197, Bangkok (Thailand) ○ After Visiting VIC will you stay longer: 3 x Stay Longer, 5 x N/A. ○ Further comments or suggestions: Improve Restrooms. • Please see attached graphs showing above statistics.
Promotions	<p>To promote Greater Hume as a place to visit or stay, whether for ½ day, full day or more. To assist with the promotion of Greater Hume's many and varied events. Implement the Greater Hume Visitor Experience Plan. Delivery Plan 3.3.2.1</p>	<ul style="list-style-type: none"> • Submitted visitor and What's On advertising in Out and About Winter Edition in Border Mail. • Greater Hume Public Notices • Emailed 'What's On in 'June' leaflets to Visitor Information Centres in NSW and VIC, coach/bus/tour companies, tourism operators within shire and regional, media, visitor information points and to interested residents in shire. • Arranged promotions through Jindera 150th Celebration Committee, Walla Walla 150th Celebrations Committee, Holbrook Rotary Art Show, Headlie Taylor Sculpture Unveiling and various community markets.
Social Media	<p>Implement and enhance online communication tools using technologies such as social networking mechanism.</p> <p>Implement the Greater Hume Visitor Experience Plan</p> <p style="text-align: center;">Delivery Plan 3.3.2.1</p>	<ul style="list-style-type: none"> • Individual facebook pages: <ul style="list-style-type: none"> ○ Greater Hume Council – 868 likes ○ Greater Hume Visitor Information Centre – 361 likes ○ Holbrook Submarine Museum – 819 likes ○ Greater Hume Children's Services – 530 likes ○ Greater Hume Youth Advisory Committee – 216 likes ○ Buy Local in Greater Hume – 297 likes • QR Codes – Used on a regular basis in promotions and advertising.
Australia Day	<p>Recognise community leaders and their efforts and encourage others in the community to take up leadership roles. Encourage more residents to be involved in the Greater Hume and events.</p> <p style="text-align: center;">Delivery Plan 1.1.2.7, 2.1.1.1</p>	<ul style="list-style-type: none"> • 2019 Australia Day will be held in Walla Walla during the 150th Anniversary Celebrations. The first planning meeting was held on Thursday 28 June at Walla Walla. A number of venue sites were visited and a decision will be made by the Walla Walla community on their preferred site.

TOURISM AND PROMOTIONS REPORT (June 2018)

Greater Hume Tourism	<p>The Tourism Public Forum Program will be held four times a year in different community locations across the shire where tourism operators, event organisers and interested members of the public would be invited via email, social media, website and community newsletters to attend.</p> <p style="text-align: center;"><i>Delivery Plan 3.3.2.1</i></p>	<ul style="list-style-type: none"> • The Visitor Experience Plan was endorsed by Greater Hume Council at its March 2014 meeting. • The next Tourism Public Forum will be held in Holbrook on Monday 13 August, at 5pm at The Ten Mile, 120 Albury Street, Holbrook. • The bimonthly Greater Hume Tourism and Promotions Newsletter has been sent in early June to over 200 Tourism Operators and Event Organiser's in Greater Hume. Topics covered were: Destination Riverina Murray Marketing Development Program, TAFE NSW Launches Skills for Business Initiative, Regional Tourism Awards, Murray Food to Plate Program, Farrer Food Fair, Free Cuppa for the Driver, Events, VIPs, Resources. • A grant application to NSW Government to replace the stairs and viewing platform of Morgan's Lookout has been submitted. The new stairs and viewing platform will be much easier to negotiate and comply with current Australian Standards. Included will be additional stairs from the bottom of the rocky outcrop, seating and interruptive signage. The grant application has been successful, planning has commenced.
Signage	<p>Implement the Greater Hume Visitor Experience Plan. <i>Delivery Plan 3.3.2.1</i></p>	<p>Currently also working on Burrumbuttock signage and VIP signage.</p>
Murray Arts	<p>Murray Arts aim is to actively assist the ongoing development of, and participation in, arts and culture throughout the Border region. Implement the Greater Hume Visitor Experience Plan.</p> <p style="text-align: center;"><i>Delivery Plan 3.3.2.1</i></p>	<ul style="list-style-type: none"> • Murray Arts is now displaying the "Sum of Us" Exhibition on their website. http://www.murrayarts.org.au/index.php/the-sum-of-us • Headlie Taylor Header sculpture project. Council endorsed the Memorandum of Understanding between Murray Arts, Headlie Taylor Header Museum Committee and Greater Hume Council at the June meeting. Mr Paul Smits has now been engaged and contracts have been signed as the artist for the sculpture. Council staff have laid the concrete pad for the sculpture and plans are underway for the Official Unveiling of the Sculpture, by Former Member for Farrer and Nationals Leader Tim Fischer AC, at 2pm.
New Council Website	<p>Develop a new Greater Hume Council website including a dedicated Have Your Say portal which is compliant with accessibility standards.</p> <p style="text-align: center;"><i>Delivery Plan 1.2.1.1</i></p>	<p>At Council's March meeting SeamlessCMS(OpenCities) was approved to build and implement a new Greater Hume Council website. Legal agreement has been endorsed by Council and signed/sent to SeamlessCMS(OpenCities). Development will commence during July.</p>
Murray Regional Tourism	<p>The Murray Regional Tourism (MRT) is a joint venture between Albury, Balranald, Berrigan, Campaspe, Corowa, Deniliquin, Gannawarra, Greater Hume, Mildura, Moira, Murray, Swan Hill, Wakool, Wodonga, as well as Tourism Vic and Destination NSW. Implement the Greater Hume Visitor Experience Plan. <i>Delivery Plan 3.3.2.1</i></p>	<ul style="list-style-type: none"> • MRT Digital Platform - The Greater Hume site is now live, www.visitgreaterhume.com. • Murray Farm to Plate Project: <ul style="list-style-type: none"> ○ The second workshop for this initiative is to be held on Tuesday 31 July at Jindera Community Hub from 1.30pm.. Again the workshop will involve a wide cross section of primary producers, value adders, retail, food service and food & agritourism. ○ Farm Gate Business Development Program – as part of the Murray Farm to Plate Project, farming businesses in Greater Hume have been invited to participate in this Program. The program will be delivered by the team from Regionality who have worked with hundreds of farmers Australia wide, assisting them to innovate their farm business beyond the farm gate. The program is designed to prepare farmers and rural landholders to develop and manage their own innovative business connecting them with consumers and visitors. Greater Hume has been advised that a business within the Shire has shown interest in participating in this program.

TOURISM AND PROMOTIONS REPORT (June 2018)

Museums and Heritage	<p>GHS currently has 10 public or private museums and three historical society's. Museum Advisor – In partnership with Albury City Council and Museums and Galleries NSW we have engaged the services of a museum advisor, Mrs Kim Biggs for 2014.</p> <p>Delivery Plan 3.3.2.1</p>	<ul style="list-style-type: none"> • The Sum of Us exhibition is now displaying on the Murray Arts (http://www.murrayarts.org.au/index.php/the-sum-of-us) and Visit Greater Hume (https://www.visitgreaterhume.com.au/explore/tours-and-trails/the-sum-of-us-exhibition-trail) websites • Diversity project –Diversity has now been launched through the media. The Diversity Pop Up Museum is now available for display and exhibitions. • The Museum Adviser has been currently working with the six community museums on Disaster Management Plans for each museum.
Greater Hume Council Newsletters	<p>Redesign the format and content of Council's quarterly newsletter to ensure effective and targeted content.</p> <p>Delivery Plan 1.2.1.1</p>	<ul style="list-style-type: none"> • Currently developing a Council Update to be sent in all of Greater Hume's rates notices in late July/early August. Topics include Highlights for 2018-2019, New Greater Hume Website, Your Rates @ Work, Pension Concession, Senior Staff and Council's Role, Volunteering in Greater Hume, Contact Details, 2017/2018 successful grants.
Stronger Country Communities Fund	<p>In early March, Greater Hume Council was notified that they had been allocated \$1,596,000 from Round 2 NSW Governments Stronger Country Communities Fund.</p> <p>Delivery Plan 4.1.1.1</p>	<ul style="list-style-type: none"> • Following extensive promotion via advertising, emails, website and facebook a total of 38 Expressions of Interest (EOI) from community and sporting groups throughout Greater Hume were received, totalling \$5,460,844.65. • These were accessed and shortlisted for presentation to a Greater Hume Council workshop which was held on Monday 16 April (was to be held 12 April but postponed due to bushfires). A • From the workshop a proposal (in an addendum report) was submitted to Greater Hume Council meeting on Wednesday 18 April. Council approved the recommendation that Council submit 15 applications for funding and also provided an order of priority. • Unsuccessful applicants were also allowed to appeal Council's decision through the NSW Government. 4 applicants appealed the decision, with one of the applications being upheld. • A total of 16 applications have been submitted through the NSW Governments Smarty Grants Portal as of Friday 4 May.

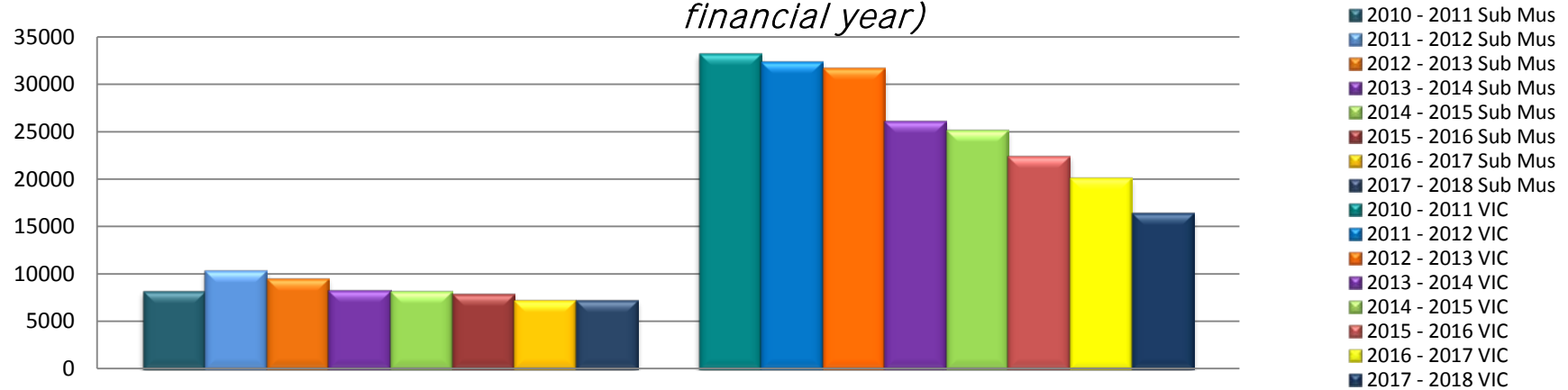
TOURISM AND PROMOTIONS REPORT (June 2018)

Websites	Maintain and enhance Greater Hume's website	<p>Website Stats:</p> <table border="1"> <thead> <tr> <th>Month/Year</th> <th>Total Users</th> <th>Page Views</th> <th>Average Time on Site</th> <th>New Visits %</th> <th>Bounce Rates %</th> </tr> </thead> <tbody> <tr> <td>May</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="6">Greater Hume Council Website – www.greaterhume.nsw.gov.au</td> </tr> <tr> <td>2018</td> <td>2281</td> <td>8499</td> <td>2:17</td> <td>68.1</td> <td>52.59</td> </tr> <tr> <td>2017</td> <td>2357</td> <td>9137</td> <td>2:15</td> <td>68</td> <td>49.33</td> </tr> <tr> <td>2016</td> <td>2261</td> <td>9758</td> <td>2:47</td> <td>69.9</td> <td>47.32</td> </tr> <tr> <td colspan="6">Visit Greater Hume Website – www.visitgreaterhume.com.au</td> </tr> <tr> <td>2018</td> <td>427</td> <td>1095</td> <td>1:54</td> <td>88</td> <td>66.60</td> </tr> <tr> <td colspan="6">Town websites – www.(townname).nsw.au</td> </tr> <tr> <td>Culcairn</td> <td>299</td> <td>658</td> <td>1:05</td> <td>93.3</td> <td>73.02</td> </tr> <tr> <td>Henty</td> <td>444</td> <td>1040</td> <td>1:14</td> <td>87.7</td> <td>70.61</td> </tr> <tr> <td>Holbrook</td> <td>937</td> <td>2234</td> <td>1:15</td> <td>83.3</td> <td>65.14</td> </tr> <tr> <td>Jindera</td> <td>282</td> <td>600</td> <td>:53</td> <td>90.3</td> <td>70.83</td> </tr> <tr> <td>Walla Walla</td> <td>363</td> <td>758</td> <td>:42</td> <td>89.9</td> <td>73.54</td> </tr> </tbody> </table> <p>Top 5 popular Greater Hume web page visits for June were:</p> <ol style="list-style-type: none"> 1. Contact Us – 543 visitors 2. Employment Opportunities – 384 visitors 3. Local Environment Plan/Planning and Development – 341 visitors 4. Greater Hume Council – 309 visitors 5. Council Services – 221 visitors <p>Top 5 popular Visit Greater Hume web page visits for June were:</p> <ol style="list-style-type: none"> 6. Explore / Environment – 42 visitors 7. Explore / History and Heritage – 39 visitors 8. Destinations / Jindera – 36 visitors 9. Destinations / Woomargama – 35 visitors 10. Event / Walla Walla Show N Shine and Swap Meet – 34 visitors 	Month/Year	Total Users	Page Views	Average Time on Site	New Visits %	Bounce Rates %	May						Greater Hume Council Website – www.greaterhume.nsw.gov.au						2018	2281	8499	2:17	68.1	52.59	2017	2357	9137	2:15	68	49.33	2016	2261	9758	2:47	69.9	47.32	Visit Greater Hume Website – www.visitgreaterhume.com.au						2018	427	1095	1:54	88	66.60	Town websites – www.(townname).nsw.au						Culcairn	299	658	1:05	93.3	73.02	Henty	444	1040	1:14	87.7	70.61	Holbrook	937	2234	1:15	83.3	65.14	Jindera	282	600	:53	90.3	70.83	Walla Walla	363	758	:42	89.9	73.54
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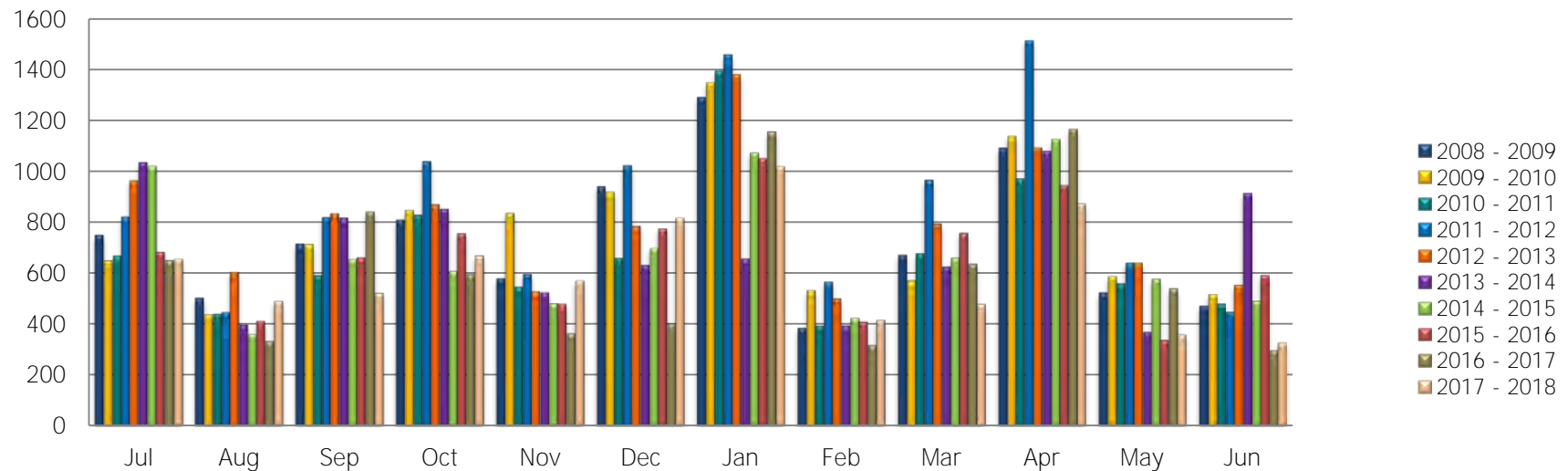
Delivery Plan 1.2.1.1

**TOURISM AND PROMOTIONS REPORT
(June 2018)**

Submarine Museum Admission and Visitor Information Centre Totals (*by financial year*)



**Submarine Museum Admission Numbers
(*by month, by financial year*)**



**ECONOMIC DEVELOPMENT
QUARTERLY REPORT TO GREATER HUME SHIRE COUNCIL
(April to June 2018)**

Areas/Projects	Objectives	Progress and Comments
Business Newsletter	<p>To produce a quarterly business newsletter for distribution quarterly to businesses located in Greater Hume Shire</p> <p>Accurately profile the shire's business community and utilise electronic database to effectively communicate with those businesses about their needs, Council initiatives and government services available to them</p> <p style="text-align: right;">Delivery Plan 1.2.1.1</p>	<p>Winter issue will be issued during July 2018.</p> <p>Membership of NSW Business Chamber provides access to high quality business development materials, workshops, etc. and accurate, relevant, and timely source of content/advice for articles for inclusion in business newsletter.</p>
Business Advice and Training	<p>Consult with existing home based and small businesses to identify specific business management training & development needs and facilitate development of a program of training courses, seminars and workshops</p> <p style="text-align: right;">Delivery Plan 3.1.2.2</p>	<p>BEC Business Advice held a 'Corporate Governance' Workshop at Holbrook on Wednesday, 6 June 2018 covering essentials of governance and corporate governance framework. A total of 15 attendees at the session with participants from Henty, Burrumbuttock, Holbrook, Jingellic, Culcairn. Earlier same day, a Human Resources module was also held. This event was digitally marketed through Council's business and community organisations database listings.</p>
Business Database	<p>Promote the shire internally and externally</p> <p style="text-align: right;">Delivery Plan 3.1.2.2</p>	<ul style="list-style-type: none"> • Business database now at 521 listings (96% data integrity) used to email e – newsletter, conduct business surveys and inclusion in Business Directory • Business Directory Project – electronic and paper versions up to date. New print run (250) in new brand format printed and distributed through libraries and council offices in March 2018. Included information regarding Vendor Panel and Local Preference Purchasing Policy in the directory.
Regional Development Australia Riverina Officers Network Forum	<p>Regional Development Australia (RDA) is a partnership between the Australian, state and local governments to develop and strengthen the regional communities of Australia</p>	<p>RDA Murray in conjunction with seven LGAs is undertaking research at a regional and LGA level to identify industries that are currently and emerging for stimulating economic activity and jobs growth. This will assist to identify key industry clusters, support future grant applications, assist in infrastructure decisions and lobbying efforts with respective governments. Research was undertaken by Charles Sturt University and Western Research Institute. Report now available. Presentation on findings held at Corowa held 15 May 2018.</p>
Community Engagement		<p>Stakeholder Engagement Policy and Procedure adopted by Council at the April meeting.</p>

**ECONOMIC DEVELOPMENT
QUARTERLY REPORT TO GREATER HUME SHIRE COUNCIL
(April to June 2018)**

Areas/Projects	Objectives	Progress and Comments
Residential Land Development in Greater Hume	<p>Reports presented to Council</p> <p style="text-align: right;">Delivery Plan 3.2.2.1</p>	<p>In March Council resolved to appoint Hurst Civil to construct seven lot subdivision at Jacob Wenke Dr, Walla Walla. Sales enquiries for the estate have been received during early June. It is expected that lots will be available from late 2018.</p> <p>Loose Fill Asbestos.</p> <p>As at 7 May 2018: 1,857 households registered to be tested, 1,646 properties tested, 38 properties tested positive (36 Holbrook, 2 Culcairn) for Loose Fill Asbestos Insulation. There is a potential for the program to impact both + and - .</p> <p>Redevelopment of cleaned sites will make for a short term building boom, residents may decide to leave and relocate elsewhere which may result in a loss of residents.</p>
Evocities	<p>Investigate how Council can leverage off the Evocities initiatives. Report on complimentary promotions presented to Council annually</p> <p style="text-align: right;">Delivery Plan 3.2.2.2</p>	<p>Efforts need to be linked to housing affordability brochure.</p>
Industrial Land developments in Greater Hume Shire	<p>To offer industrial land 'development ready'</p> <p style="text-align: right;">Delivery Plan 3.1.2.1</p>	<ul style="list-style-type: none"> • Flyer developed highlighting location advantage of industrial land 'development ready' at Holbrook Industrial Estate. Signage at Holbrook Industrial Estate project completed. • Review of Jindera Industrial Estate signage to be undertaken in conjunction with preparation of marketing plan for the expanded estate once refreshed brand and signage plan style guide completed. 4 allotments sold. Regular enquiry being received.
Council's website	<p>http://www.greaterhume.nsw.gov.au/BusinessInvestment.aspx</p> <p style="text-align: right;">Delivery Plan 3.1.2.1</p>	<p>Revision of content on Council's website Business Investment tab ongoing</p> <p>REMPAN Economy Profile Licence renewed for period 1 July to 30 June 2019.</p> <p>http://www.economicprofile.com.au/greaterhume</p> <p>Analytics: 776 page views July 2017 to June 2018. City of User: Sydney 46%, Albury17%, Melbourne 16%, Canberra 7%</p>
Ensure access to reliable high speed telecommunication services	<p>Reliable internet and mobile phone coverage essential for businesses to establish and grow in Greater Hume Shire</p>	<p>NBN now available for connections at Jindera, Walla Walla, and surrounding Culcairn and Gerogery areas</p> <p>NBN rural connection available via Skymuster satellite across the shire</p> <p>Fibre to the Node fixed line connections available in Culcairn and Henty and Holbrook</p> <p>Two new fixed wireless towers proposed for Burrumbuttock and Holbrook (rural)</p>

**ECONOMIC DEVELOPMENT
QUARTERLY REPORT TO GREATER HUME SHIRE COUNCIL
(April to June 2018)**

Areas/Projects	Objectives	Progress and Comments
	Delivery Plan 3.1.2.2	surrounds). Greater Hume's residential and business take up of NBN is ahead of the national average. High speed business internet launched Nov 2015 at Walla Walla
Shire Wide Shire Pride	Prepare regular stories that highlight the achievements of Council Delivery Plan 1.2.1.1	No action this quarter due to other work priorities, two future stories identified
Buy Local in Greater Hume Shire initiative	Develop a public campaign which highlights Council working for the shire as a whole Delivery Plan 3.1.2.4	Business Directory/Buy Local Directory platform established on website. Hard copy directory released to all businesses registered on the database in March with feedback mechanism via survey monkey, next print run late August distribution via customer service offices and libraries. Local Preference Purchasing Policy adopted Aug 2017. New buy local brand adopted December, new print run of directories Feb 2018. Current issue features articles Vendor Panel purchasing and Local Preference Purchasing Policy.
Welcome Pack for new residents	Develop welcome pack information for community committees to distribute Delivery Plan 3.1.2.2	Residents Guide updated July 2017.
Business Industry Incentive Policy	Review existing Business/Industry Incentive Policy Delivery Plan 3.1.2.2	Policy currently under review, draft prepared.
Greater Hume Business Prospectus	Prepare a decision support package of information to assist businesses in assessing the feasibility of locating in the shire Delivery Plan 3.1.2.1	Census data released February 2018. Prospectus to be updated.
NSW Business Chamber	Encourage and support local businesses to enhance employment opportunities. Membership of NSW Business Chamber maintained. Delivery Plan 3.1.2.2	NSW Business Chamber N4K Forum attended 27 Feb 2018 in Albury. Starfish Marketing discussed EDM strategies, How to of marketing and turning strategy into action. User friendly templates supplied.
Transport Sector Marketing	Liaise with existing participants in transport sector to establish needs (natural cluster identified) Research feasibility of truck parking areas in townships in shire Delivery Plan 3.1.1.1	Scan grant opportunities going forward to identify suitable grant opportunities to research the trucking industry opportunities for Greater Hume Shire

**ECONOMIC DEVELOPMENT
QUARTERLY REPORT TO GREATER HUME SHIRE COUNCIL
(April to June 2018)**

Areas/Projects	Objectives	Progress and Comments
AusIndustry	Relationship established Delivery Plan 3.1.2.2	Meeting held with Nicola James to receive briefing on current programs under AUSIndustry on 18 June 2018. Explored option of spring time forum on 3 D Printing how it is turning small scale manufacturing around.
Refugee Resettlement Program	Attract new residents to the shire.	Council has provided in principle support for a secondary refugee resettlement program at Walla Walla. Various reports have been received by Council and most recently Terms of Reference adopted for the working committee.
October Business Month		\$5,000 grant obtained for October Business month promotion.

GREATER HUME SHIRE COUNCIL

Schedule of the Director Corporate Community Services' Schedule of Information to Council Meeting -
Wednesday 18th July, 2018

COMBINED BANK ACCOUNT FOR THE MONTH ENDED June 30th, 2018**CASHBOOK RECONCILIATION**

	General Fund	Trust Fund
General Ledger Cashbook Balance as at 1st June, 2018	110,486.72	33,524.20
Cashbook Movement as at 30th June, 2018	-131,337.27	19,000.00
Less: Term Deposits included in Cashbook Balance (Trust only)	0.00	0.00
General Ledger Cashbook Balance as at 30th June, 2018	<u>-20,850.55</u>	<u>52,524.20</u>

BANK STATEMENT RECONCILIATION

Bank Statement Balance as at 30th June, 2018	NAB	\$4,490.00	52,524.20
	Hume	\$7,358.42	
	Bendigo	\$357.90	
	WAW	\$0.18	
	Total	<u>12,206.50</u>	<u>52,524.20</u>
(LESS) Unpresented Cheques as at 30th June, 2018		-38,775.16	0.00
(LESS) Unpresented EFT Payments as at 30th June, 2018		0.00	0.00
PLUS Outstanding Deposits as at 30th June, 2018		5,718.11	0.00
PLUS / (LESS) Unmatched Cashbook Transactions 30th June, 2018		0.00	0.00
Cashbook Balance as at 30th June, 2018		<u>-20,850.55</u>	<u>52,524.20</u>

I certify that all of Council's surplus funds have been invested in accordance with the Act, the regulations and Council's investment policies and that all cheques drawn have been checked and are fully supported by vouchers and invoices and have been certified for payment.



Responsible Accounting Officer
6 July 2018

This is page no.1 of Schedule No.1 of the Director Corporate & Community Services' Schedule of Information to Ordinary Council Meeting held on Wednesday 18th July, 2018

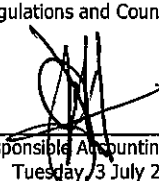
GENERAL MANAGER

MAYOR

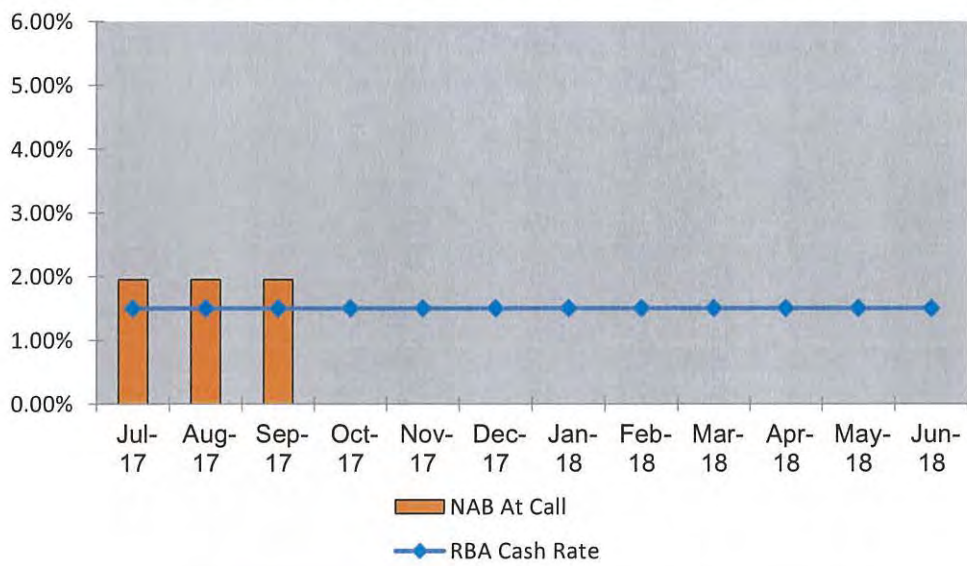
**GREATER HUME SHIRE COUNCIL
COMBINED INVESTMENT ACCOUNT - MONTH ENDED 30 June 2018**

Investment Number	Financial Institution	Rating	Amount Invested	Interest Rate %	Term (Days)	Date Invested	Maturity Date
<u>National Australia Bank</u>							
GHS191	NAB	A- 1+	500,000.00	2.35%	91	07-Apr-18	07-Jul-18
GHS197	NAB	A- 1+	500,000.00	2.45%	273	28-Nov-17	28-Aug-18
GHS184	NAB	A- 1+	506,482.20	2.50%	90	08-Jun-18	06-Sep-18
GHS180	NAB	A- 1+	509,765.32	2.45%	90	13-Jun-18	11-Sep-18
GHS204	NAB	A- 1+	500,000.00	2.45%	184	18-May-18	18-Nov-18
	NAB	A- 1+	4,993,593.43	1.50%	@ Call	27-Apr-09	Variable
			<u>7,509,840.95</u>				
<u>Hume Bank</u>							
GHS074	HUME	Unrated	500,000.00	2.60%	365	05-Jul-17	05-Jul-18
GHS189	HUME	Unrated	500,000.00	2.60%	365	07-Jul-17	07-Jul-18
GHS200	HUME	Unrated	500,000.00	2.30%	122	20-Mar-18	20-Jul-18
GHS190	HUME	Unrated	500,000.00	2.50%	122	08-Apr-18	08-Aug-18
GHS160	HUME	Unrated	500,000.00	2.40%	181	19-Feb-18	19-Aug-18
GHS155	HUME	Unrated	500,000.00	2.40%	181	25-Feb-18	25-Aug-18
GHS123	HUME	Unrated	500,000.00	2.50%	92	29-May-18	29-Aug-18
GHS192	HUME	Unrated	500,000.00	2.50%	184	07-Mar-18	07-Sep-18
GHS203	HUME	Unrated	500,000.00	2.50%	122	20-Jun-18	20-Oct-18
GHS193	HUME	Unrated	500,000.00	2.25%	365	29-Dec-17	29-Dec-18
GHS054	HUME - Trust	Unrated	63,415.99	2.60%	365	01-Mar-18	01-Mar-19
GHS142	HUME - Trust	Unrated	47,010.61	2.60%	365	30-Jun-18	30-Jun-19
			<u>5,110,426.60</u>				
<u>Bendigo Bank</u>							
GHS161	BENDIGO	A-2	500,000.00	2.10%	91	09-Apr-18	09-Jul-18
GHS165	BENDIGO	A-2	300,000.00	2.10%	91	21-Apr-18	21-Jul-18
GHS186	BENDIGO	A-2	500,000.00	2.00%	92	01-May-18	01-Aug-18
GHS185	BENDIGO	A-2	500,000.00	2.15%	122	07-Apr-18	07-Aug-18
GHS203	BENDIGO	A-2	500,000.00	2.20%	153	20-Mar-18	20-Aug-18
GHS187	BENDIGO	A-2	500,000.00	2.20%	153	07-Apr-18	07-Sep-18
GHS199	BENDIGO	A-2	500,000.00	2.10%	92	28-Jun-18	28-Sep-18
GHS177	BENDIGO	A-2	500,000.00	2.15%	122	07-Jun-18	07-Oct-18
GHS182	BENDIGO	A-2	500,000.00	2.15%	122	07-Jun-18	07-Oct-18
GHS098	BENDIGO	A-2	250,000.00	2.20%	150	06-Jun-18	03-Nov-18
			<u>4,550,000.00</u>				
<u>WAW Credit Union</u>							
GHS202	WAW	Unrated	500,000.00	2.30%	91	20-Apr-18	20-Jul-18
GHS159	WAW	Unrated	500,000.00	2.30%	122	21-Mar-18	21-Jul-18
GHS151	WAW	Unrated	600,000.00	2.30%	121	01-Apr-18	31-Jul-18
GHS105	WAW	Unrated	400,000.00	2.40%	92	08-May-18	08-Aug-18
GHS179	WAW	Unrated	500,000.00	2.45%	181	14-Feb-18	14-Aug-18
GHS166	WAW	Unrated	16,310.62	2.40%	92	20-May-18	20-Aug-18
GHS198	WAW	Unrated	500,000.00	2.65%	365	28-Aug-17	28-Aug-18
GHS168	WAW	Unrated	500,000.00	2.40%	184	13-Mar-18	13-Sep-18
GHS169	WAW	Unrated	500,000.00	2.25%	365	03-Oct-17	03-Oct-18
GHS128	WAW	Unrated	450,000.00	3.00%	579	08-Mar-17	08-Oct-18
GHS121	WAW	Unrated	300,000.00	2.50%	122	21-Jun-18	21-Oct-18
GHS149	WAW	Unrated	500,000.00	2.95%	577	27-Aug-17	27-Mar-19
			<u>5,266,310.62</u>				
General Fund Total			22,309,840.95				
Trust Fund Total			<u>126,737.22</u>				
			<u>\$22,436,578.17</u>			Total Investment at	30-Jun-18
				2.19%		Average Rate of Interest on Investment	
				2.34%		Average Rate of Interest on Investment YTD	

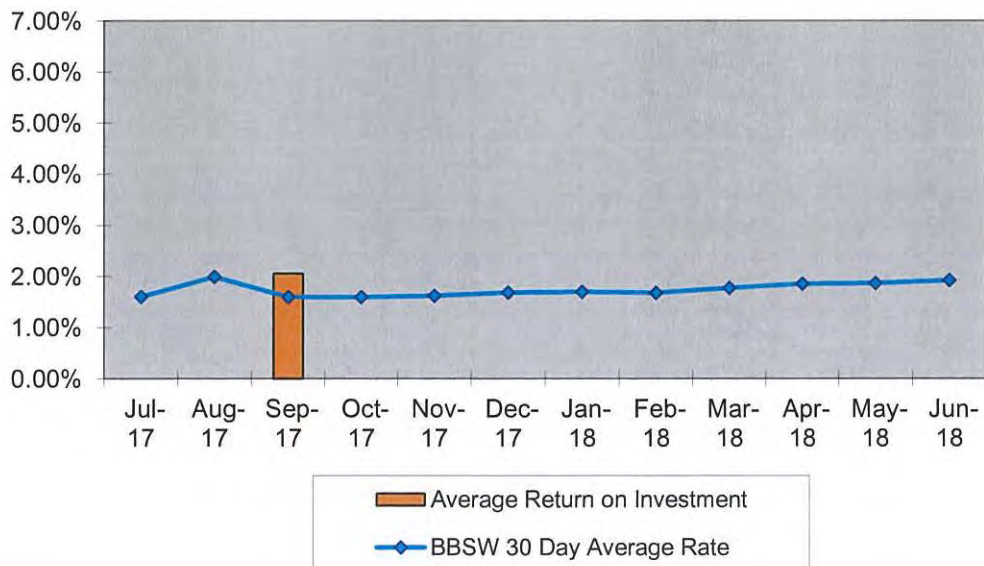
This is the Schedule of Investments presented to Council for consideration for June 2018. I hereby certify that the investments have been made in accordance with Section 625 of the Local Government Act, 1993, the Regulations and Council's Investment Policy.


 Responsible Accounting Officer
 Tuesday 3 July 2018

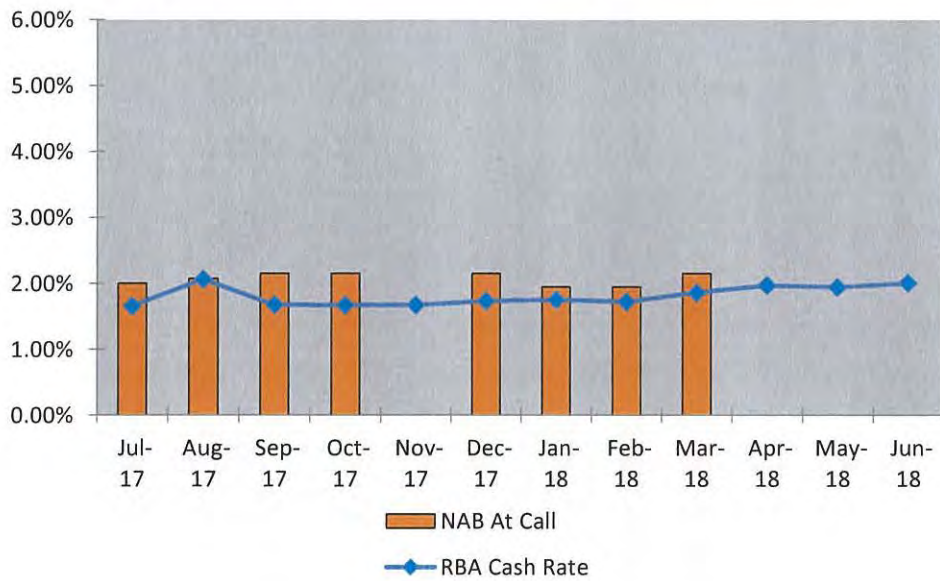
Cash Fund Performance Against RBA Cash Rate



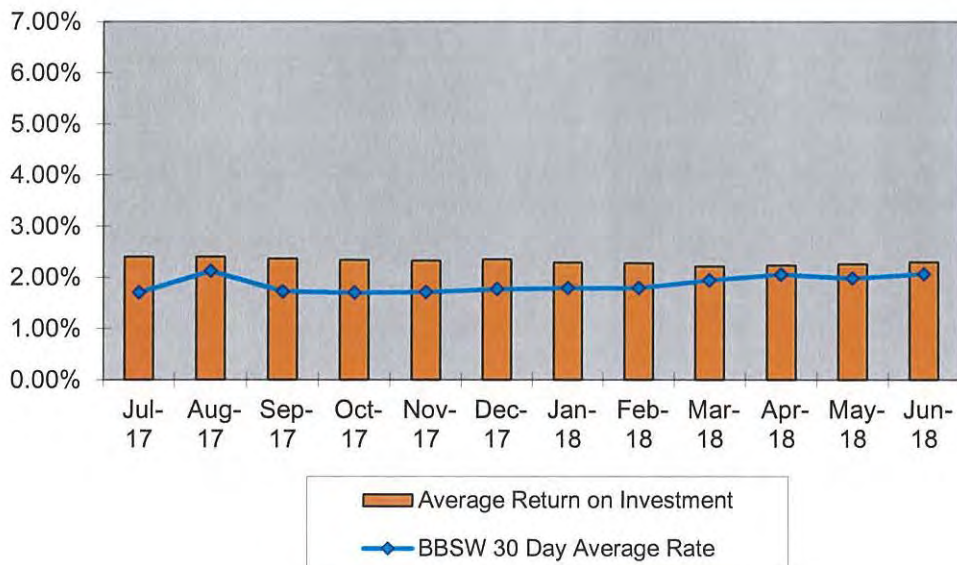
30 Day Term Deposit Performance Against BBSW Index



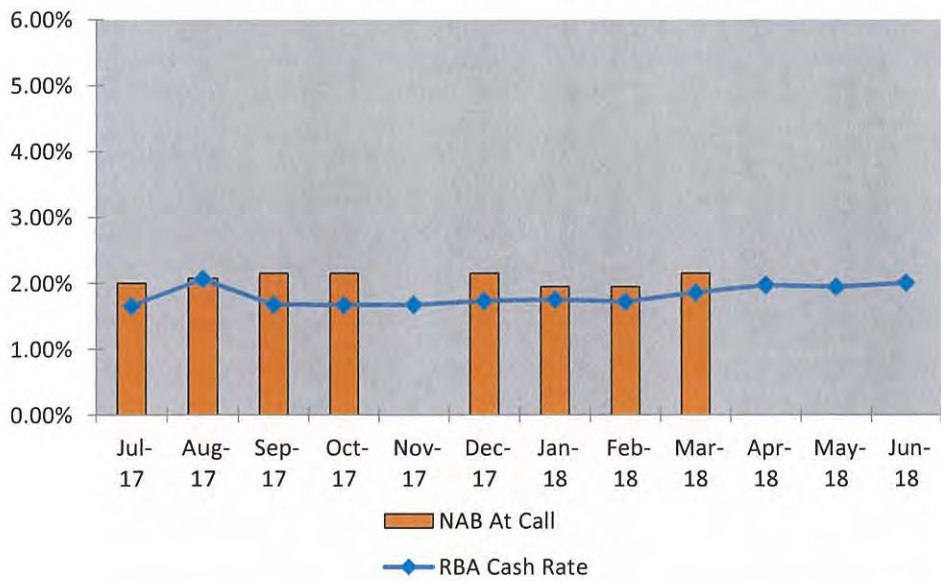
60 Day Term Deposit Performance Against BBSW Index



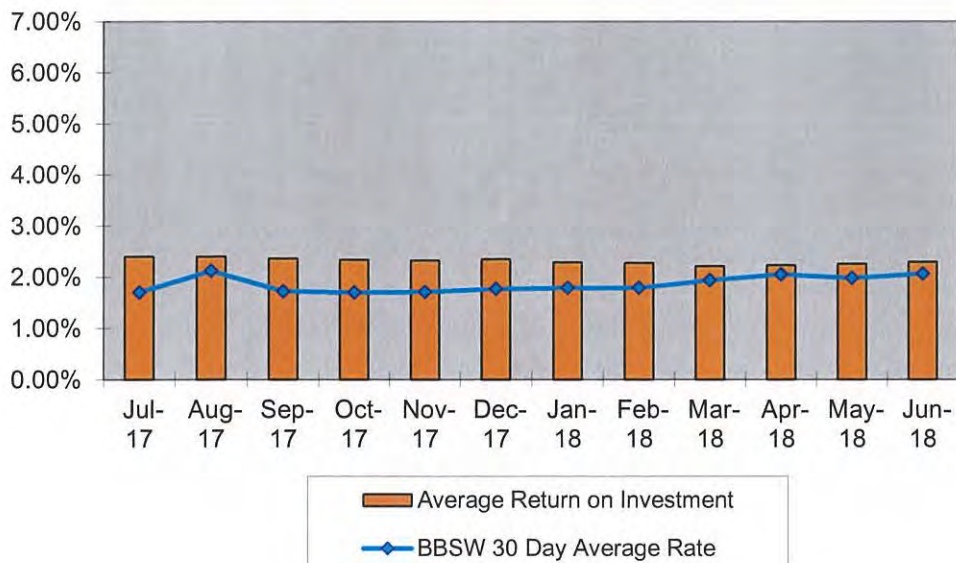
90 Day Term Deposit Performance Against BBSW Index



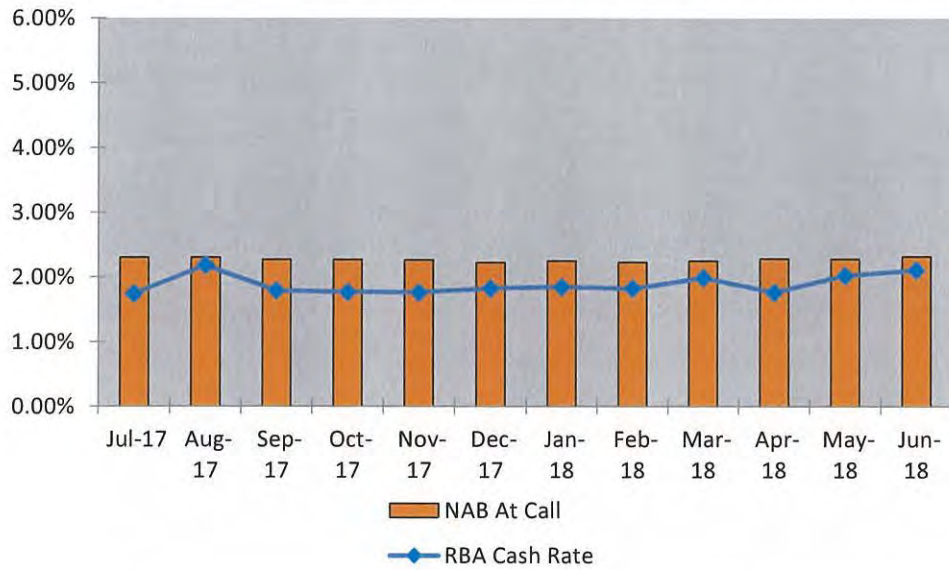
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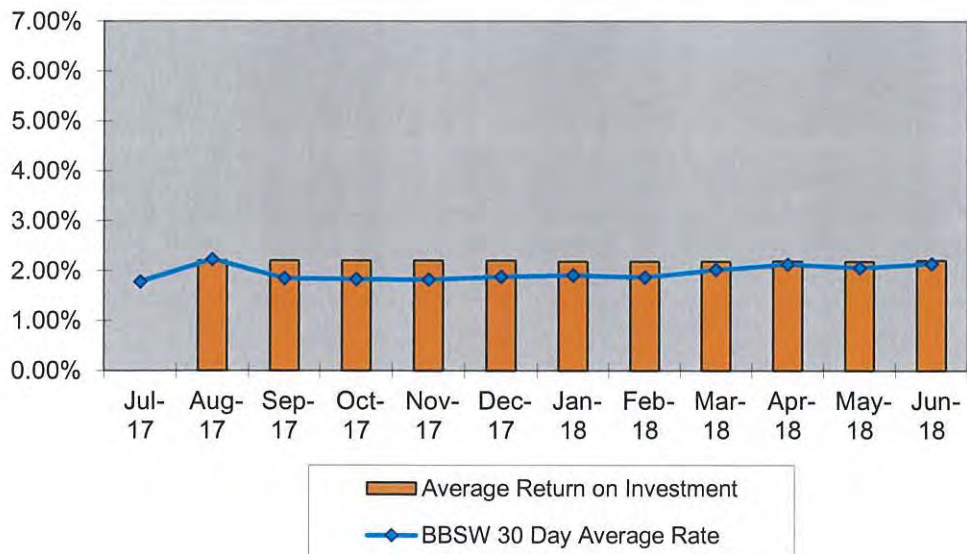
90 Day Term Deposit Performance Against BBSW Index



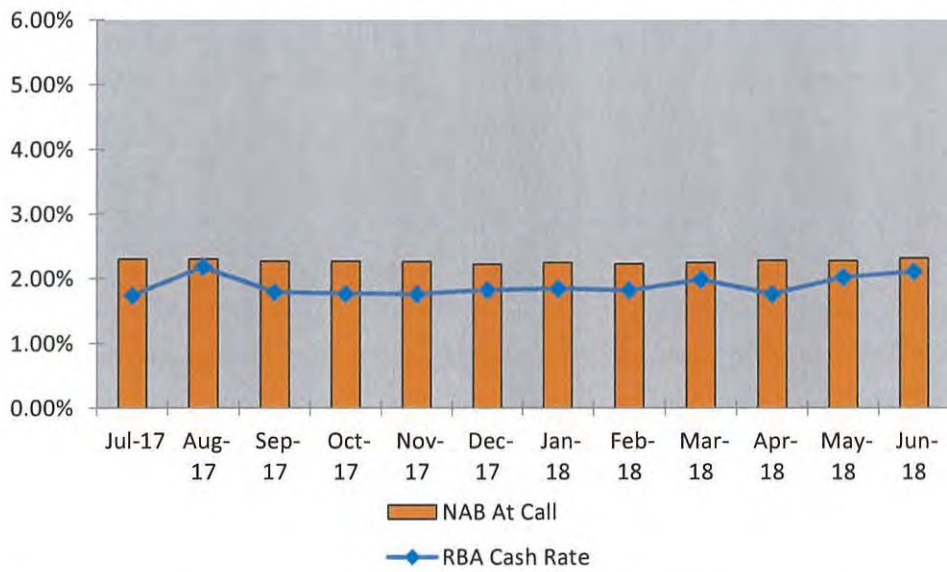
120 Day Term Deposit Performance Against BBSW Index



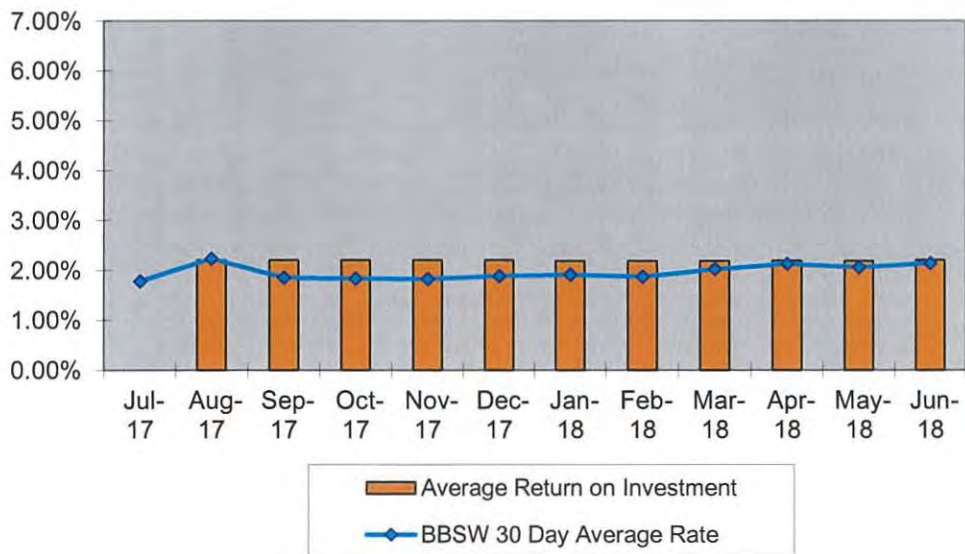
150 Day Term Deposit Performance Against BBSW Index

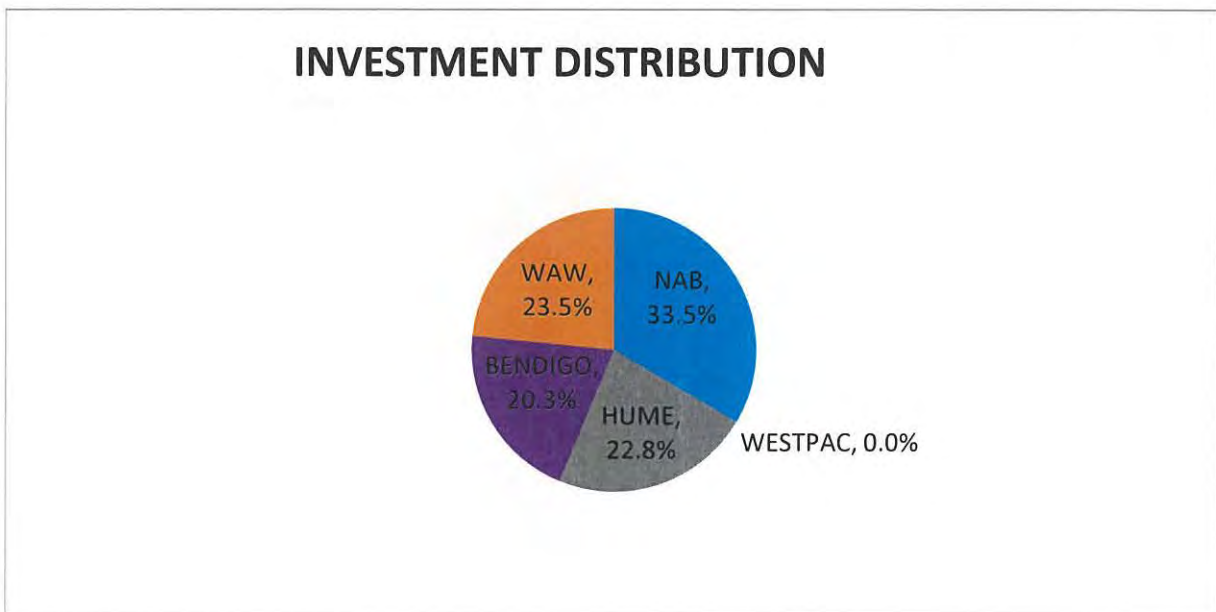
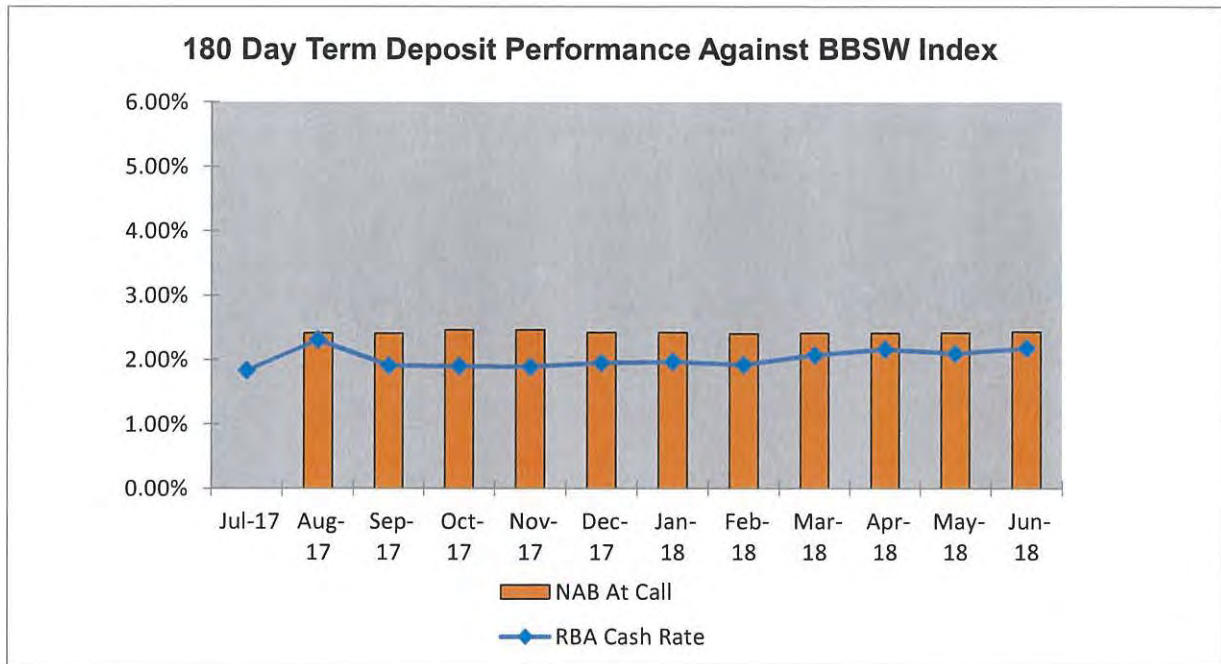


120 Day Term Deposit Performance Against BBSW Index



150 Day Term Deposit Performance Against BBSW Index





Applications Approved



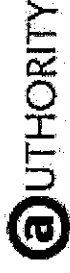
c_dm073

Approved Between 1/06/2018 and 30/06/2018

09/07/2018

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
DA/2013/23	Applicant: Habitat Planning Coogera CCT JINDERA Lot: 525 DP: 1236708	63 Lot Subdivision-Lot Configuration Amendment-Add Additional Lot-64 Lots	\$0	30/04/2018	Approved	47	0	47
DA/2015/78	Applicant: S A Bell 53 Morgans RD WALLA WALLA Lot: 134 DP: 753764	New Shed to Park 3 Trucks - As Modified	\$63,000	20/03/2018	Approved	101	0	202
DA/2018/3	Applicant: Albury Hume Rural Fire Service Jingellic RD WANTAGONG Lot: 1 DP: 129868	Bushfire Shed & 2 Lot Subdivision	\$104,578	2/01/2018	Approved	59	98	59
DA/2018/6	Applicant: St Brigid's Parish Billabong ST WALBUNDRIE Lot: 3 Sec: 14 DP: 759034	New Shed & Attached Carport	\$20,000	16/01/2018	Approved	4	134	4
DA/2018/30	Applicant: Walla Walla Rural Fire Brigade Cnr Commercial & Victoria STS Walla Walla	Shipping Container - Truck Display	\$9,000	7/03/2018	Approved	26	72	26
DA/2018/38	Applicant: B K Pepper 19-21 Hopetoun ST CULCAIRN Lot: 13 Sec: 22 DP: 6027	New Shed	\$9,000	3/04/2018	Approved	45	34	45
DA/2018/40	Applicant: P J Hansen 8 West ST GEROGERY Lot: 16 Sec: 3 DP: 758435 Lot: 17 Sec: 3 DP: 758435	New Shed	\$33,388	11/04/2018	Approved	31	28	31
DA/2018/46	Applicant: Dennis Family Homes 112 Pioneer DR JINDERA Lot: 1 DP: 1208703	New Dwelling & Garage	\$223,403	12/04/2018	Approved	57	0	57

ANNEXURE 9



Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
DA/2018/48	Applicant: J S Reeves 5 Pech AVE JINDERA Lot: 3 DP: 1132425	New Carport	\$3,400	16/04/2018	Approved	21	51	21
DA/2018/50	Applicant: E C Lumdsen 3 Culcairn Holbrook RD MORVEN Lot: 210 DP: 804024	New Garage	\$16,250	20/04/2018	Approved	48	0	48
DA/2018/51	Applicant: Shaun Reynolds Builder Pty Ltd 12650 Hume HWY HOLBROOK Lot: 82 DP: 753349	New Dwelling Carport & Swimming Pool	\$900,000	20/04/2018	Approved	21	25	21
DA/2018/54	Applicant: D W Takle 109 Creek ST JINDERA Lot: 61 DP: 1228759	Dual Occupancy (Detached)	\$440,000	26/04/2018	Approved	13	43	13
DA/2018/55	Applicant: A Bairy 51 Ivor ST HENTY Lot: 20 Sec: A DP: 5282	Alterations & Additions	\$32,000	20/04/2018	Approved	11	45	11
DA/2018/56	Applicant: Albury Hume Rural Fire Service Kanimbra RD HOLBROOK	New Bushfire Shed	\$150,000	9/05/2018	Approved	27	0	27
DA/2018/65	Applicant: Albury Hume Rural Fire Service 4 Fullers RD RAND Lot: 11 DP: 1057451	Toilet Block inside Bushfire Shed	\$25,000	16/05/2018	Approved	1	06/2018	
DA/2018/67	Applicant: JA Ferguson Pty Ltd 2/361 Holbrook Wagga RD HOLBROOK Lot: 2 DP: 1227501	New Hangar	\$56,250	9/05/2018	Approved	25	28	25
DA/2018/68	Applicant: Acespan Industries	New Carport	\$6,015	14/05/2018	Approved	11	20	11



Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
18 Spring ST HOLBROOK Lot: 3 DP: 237061								
DA/2018/69	Applicant: Steeline Roofing Centre Albury 1649 Gerogery RD GEROGERY WEST Lot: 1 DP: 1234819	New Shed	\$25,540	15/05/2018	Approved	21	0	21
DA/2018/70	Applicant: Lewis Homes 375 Jelbart RD JINDERA Lot: 1 DP: 1202813	Dual Occupancy - New Dwelling & Garage	\$330,133	16/05/2018	Approved	28	0	28
DA/2018/72	Applicant: S T Kilo 85-87 Gibson ST JINDERA Lot: 72 DP: 583298	New Shed	\$18,375	16/05/2018	Approved	30	0	30
DA/2018/73	Applicant: Macjac Sheds 67 Young ST HOLBROOK Lot: 233 DP: 753340	Shed Extension	\$17,539	17/05/2018	Approved	42	0	42
DA/2018/74	Applicant: Shed Boss 24 Croft ST HOLBROOK Lot: 90 DP: 259562	New Carport	\$23,113	18/05/2018	Approved	21	0	21
DA/2018/75	Applicant: Shed Boss 497 Culcairn Holbrook RD HOLBROOK Lot: 1 DP: 1112307	New Carport	\$10,728	18/05/2018	Approved	21	0	21
DA/2018/86	Applicant: Esler & Associates 3 Spring ST HOLBROOK Lot: 1 DP: 517810 Lot: 250 DP: 753340	Boundary Adjustment	\$0	12/06/2018	Approved - Exempt Development	1	0	1

Applications Approved



c_dm073

Approved Between 1/06/2018 and 30/06/2018

09/07/2018

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
CDC/2018/22	Applicant: T & S Valena Builders 2334 Jingellic RD WANTAGONG Lot: 17 DP: 753332	Removal & Alterations of Internal Structural Walls	\$196,400	22/05/2018	Approved	14	0	14
CDC/2018/23	Applicant: Get Wet Pools Lot: 507 DP: 1236708	New Swimming Pool	\$51,432	28/05/2018	Approved	18	0	18
CDC/2018/25	Applicant: Public Works Advisory 99 Albany ST HOLBROOK Lot: 1 DP: 544627	Dwelling Demolition & Associated Works	\$0	24/05/2018	Cancelled	28	0	28
CDC/2018/26	Applicant: Public Works Advisory 28 Balfour ST CULCAIRN Lot: 3 DP: 2582	Dwelling Demolition & Associated Works	\$250,000	25/05/2018	Approved	22	0	22
CDC/2018/27	Applicant: Public Works Advisory 102 Balfour ST CULCAIRN Lot: 1 DP: 572260	Dwelling Demolition & Associated Works	\$250,000	25/05/2018	Approved	21	0	21
CDC/2018/28	Applicant: Public Works Advisory 95 Albany ST HOLBROOK Lot: 3 DP: 544627	Dwelling Demolition & Associated Works	\$0	12/06/2018	Cancelled	20/06/2018		
CDC/2018/29	Applicant: Public Works Advisory 97 Albany ST HOLBROOK Lot: 2 DP: 544627	Dwelling Demolition & Associated Works	\$0	12/06/2018	Cancelled	20/06/2018		
CDC/2018/30	Applicant: Shed Boss 2 Lawrence CT JINDERA Lot: 20 DP: 1054959	New Patio	\$20,153	1/06/2018	Approved – Private Certifier	1	0	1

ANNEXURE 9

Applications Approved



c_dm073

Approved Between 1/06/2018 and 30/06/2018

09/07/2018

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
CDC/2018/31	Applicant: Public Works Advisory 10501 Hume HWY HOLBROOK Lot: 5 DP: 1127736	Dwelling Demolition & Associated Works	\$250,000	15/06/2018	Approved	21/06/2018	7	0
CDC/2018/32	Applicant: SPANLINE RIVERINA 141 Parkers LA HOLBROOK Lot: A DP: 382402	New Verandah	\$11,000	1/06/2018	Approved - Private Certifier	1/06/2018	1	0
CDC/2018/33	Applicant: Metricon Homes Pomegranate DR JINDERA Lot: 217 DP: 1237080	New Dwelling & Garage	\$389,200	26/06/2018	Approved - Private Certifier	26/06/2018	1	0

Report Totals & Averages

Average Elapsed Calendar Days: 46.97
 Average Calendar Stop Days: 18.06
 Average Adjusted Calendar Days: 28.91
 Total Elapsed Calendar Days: 1503.00
 Total Calendar Stop Days: 578.00
 Total Adjusted Calendar Days: 925.00

Total Number of Applications : 35

Total Estimated Cost : 3,934,897.00

Director Environment & Planning
 Greater Hume Shire Council

CULCAIRN COMMUNITY DEVELOPMENT COMMITTEE MEETING 12 JUNE 2018 7PM,
CUCLAIRN COUNCIL CHAMBERS

PRESENT: Jacob Wilksch, Paul Wilksch, Les Frazer, Jennifer Christensen, Lolita Landman, Ken Scheuner, Maggie Cummings, and Kris Bowen.

APOLOGIES: Terry Weston, Diane McElwaine, Glenice Miller.

MINUTES from last meeting 15 May 2018 were accepted on the motion of Paul, seconded Jennifer and carried.

BUSINESS ARISING FROM THE MINUTES:

- 1 Jacob's letter about the trees in Henty West Street-that a less drastic approach be taken- not all trees taken out at once and the pruning of Plain trees in Balfour Street- not so severely or done so early- has been sent. Is there a 'Tree Policy' for the shire?
- 2 Street lights- it was understood that only 1 new streetlight per town was being installed- our suggestion is near the Motel-Melrose and Melville St rather than 90 Munro Street. (include in a letter to Council)
- 3 Skate Park- Ken to contact Margaret Killalea about having plans to display this Sunday at the Community Info Day. (include request for plans in letter to Council)
- 4 Jubilee Park, the bench seats are in disrepair- it's an OH&S issue. Jacob to suggest what sort to request for replacements. It is noted that a good clean up is required around the back of the Park-where the walking track that the Morven Fishing club began. Jacob to confirm what we need to suggest to Council.
- 5 The BMX track-Ken to contact Cameron Woods to hopefully have him talk about it on Sunday.

NEW BUSINESS

Kris and Maggie are the Editors of the Oasis newsletter-the Oasis was a project of the Men's shed. They will now go under the banner of this Committee.

Paul moved that the Oasis Newsletter comes under the banner of the Culcairn Community Development Committee-but retain it's own bank account. Kris and Maggie will be joint signatories to the account. Seconded Lolita, all in favour and carried.

Maggie tabled the latest bank statement of the Oasis Newsletter's account. A balance of \$2,014.25. There was general discussion about the Newsletter, it costs about \$440/month to publish. The Council has a small amount of money left over from the first Oasis, that they are using to support the newsletter at present. There is a need for sponsorship and advertising to keep the newsletter going long term. Lolita to speak to the Tannery about sponsorship. In our letter to Council, ask for information on any grants available to help keep the Oasis going? Kris to find out about how the Henty newsletter is done. They will have a display at the Community information day.

The Culcairn Community Development Committee's NAB account-it has been suggested we move it to Hume Bank due to the closure of the NAB Culcairn branch. 3 signatories on the account, the chairman/treasurer, Ken Schuener, the secretary- Kirsty Wilksch and committee member, Paul Wilksch, with 2 of the 3 required to sign. Moved Paul, seconded Lolita that this be completed, all in favour, carried. Ken to organise the transfer with Hume. We don't have an ABN-he is to look into that with Council.

OTHER GENERAL BUSINESS-most to go in letter to Council

- 1 No soap dispensers in the toilets at the Bus Terminal- a request to Council.
- 2 The need for more long/caravan parking-we are going to meet up and look at the area around the Bus terminal to formulate a plan to send to Council-more land from the railway could be used to make more parking. Caravan/long parking signage on the roads on the way into town-
- 3 Also, 2 unworking streetlights at the Bus Terminal- one has been removed due to someone backing into it, the other one just doesn't work.
- 4 The bridge over the Billabong Creek, suggest to Council that a hand rail is needed for the pedestrian walkway-it is quite dangerous-needs to be reviewed.
- 5 Suggest a 40km speed limit for the main roundabout-some trucks/vehicles when a train is coming through speed through roundabout and up Railway Parade-potential danger for people backing out near the shops.
- 6 Signs for "No compression braking in town" for Culcairn?
- 7 Railway bridge- also to be looked at to formulate a plan to present to Council- could it be moved and used. An idea to see what people think on Sunday.

COMMUNITY INFORMATION DAY- THIS SUNDAY 17TH JUNE 2018

Set up from 10.30am, committee members, all who can to come along and help with talking to people about projects, name tags, raffle tickets, getting a list of contacts for groups to put in the Oasis, etc-

Lions doing the BBQ, sausages ordered, bread to be ordered-Ken to discuss with Paul. Ken will have a Mic to introduce the committees who are there and our committee.

Kerrie Wise is sending tourist information across with Ellen Ryan (tourism officer) who will be there. There will be a 'pop-up' museum, Paul to organise butcher's paper for community bucket list. Have forms for people to write up for their interest in community projects. Have the bucket list from 2 years ago to show what we have achieved! Raffle tickets to count people-yet to work out what they win- Neighbourhood watch- a suggestion.

Kirsty to ring Terry Weston to see who is coming (ie the Mayor) from Council.

MEETING CLOSED 9.05PM, NEXT MEETING 17TH OF JULY 2018-7PM to debrief about the Community Info Day-

THE BUCKET LIST FROM 2 YEARS AGO INCLUDED- (minutes of 14 June 2016)

Skate Park

Grass under palm trees

Heritage labels on historic buildings

Footbridge over railway line

Footpath from Motel to main shopping area

Community garden-

Playground at sportsground

Replace missing palm trees-

Regular public transport to Albury

Retirement village- so people don't have to leave town

Add to the playgrounds-more playgrounds and fencing

BMX track or park

Croquet field-liaise with Culcairn Bowling Club

Round Hill homestead-a tourist thing?

NEXT MEETING WILL BE THE ANNUAL MEETING ON MONDAY 6TH AUGUST 2018 AT 5.30pm**Minutes of Walla Walla Community Hall Committee meeting held 2nd July 2018.**

Meeting opened by President Jeff Grosse at 5.35pm. Jeff welcomed all.

Present: Jeff Grosse, Elaine Krause, Duina Hoffmann, Herb Simpfendorfer, Ross & Helen Krause.

Apologies: Leon Schoff, Dorothy Cremer. Moved Elaine, seconded Duina the apologies be accepted. Carried.

Minutes of meeting held 4th June 2018 taken as read. Moved Elaine, seconded Ross. Carried.

Business out of Minutes:

1. No contact on blinds.
2. PA System – Ross to further investigate the upgrade.
3. No action on cracks in front steps of Memorial Hall.
4. On Saturday 7th July the Giants Football and Netball Club has booked the Halls for a Hypnosis night. They will be selling and serving alcohol. There Club has a licence. An insurance form has been sent to Council. They will have to clean the Hall on Sunday morning as the Walla Markets will be operating on Sunday afternoon. Jeff has also asked Children's Services to clear the Halls on Friday.

Correspondence: Nil

Treasurer's Report:

Interest Bearing Deposit	\$8276.27
S18 Account	<u>\$6779.37</u>
Balance of Funds	\$15055.64

Jeff moved this report be adopted and account paid be ratified. Seconded Helen. Carried.

General Business:

1. Secretary to place notice of our Annual Meeting in the Walla Walla Newsletter and also send notice to Council.
2. Ross moved, Herb seconded that Duina arrange for the piano to be tuned around December in readiness for 150th Town Celebrations in January. Carried.
3. Children's Services will be able to begin building after Jeff has closed his shop by end of August.

There being no further business Jeff closed the meeting at 5.55pm and thanked all for attending.

RISK – RWHS Committee Meeting Agenda & Minutes

Agenda	
Day, Date	Thursday, 14 June 2018
Time, Location	09:00, Holbrook Office
Apologies	Andrew Shaw, Michael Oliver, Deanne Burr, Camilla Webb
Minutes of previous Meeting	28 March 2018
Business Arising from previous Minutes	- SafeWork NSW Improvement Notice – Jindera Transfer Station
General/New Business	<ol style="list-style-type: none"> 1. Correspondence <ol style="list-style-type: none"> a. StateCover Vault System trial to commence 2. Risk <ol style="list-style-type: none"> a. StateWide 2017/18 RMAP / Continuous Improvement Process progress 3. WHS <ol style="list-style-type: none"> a. StateCover Grant 2017-18 progress b. GHC Risk/WHs Policy reviews/updates c. Inspections, review and plan next ones 4. Emergency Management <ol style="list-style-type: none"> a. Review status and identify ongoing tasks 5. New/Other Business
Review of Risks/Hazards/Incidents	
Review of Claims	
Training/Activities	
Next Meeting	

Minutes

Meeting held 14 June 2018, 09:00 at Holbrook Office

PRESENT

Children's Services, Jindera CH	Deanne Burr
Culcairn Depot	Aaron Dixon Liam Speirs
Culcairn Office, Jindera Office, Henty Office	Jackie Lister Di Snow Max Trimble
Facilities, Landfills	Andrew Shaw
LEMO, Water & Waste Water	Michael Oliver
Holbrook Depot	Bill Heriot Hunter Martin Marc Haynes (backup)
Holbrook Office, CTC, VIC	Camilla Webb Mark Lister
Jindera Depot	Lee Tooney Conner Newnham Greg Woods (backup)
Management Rep	Greg Blackie

APOLOGY

Andrew Shaw, Michael Oliver, Deanne Burr, Camilla Webb

DISTRIBUTION

All Staff (email)
Staff Noticeboards (hardcopy)

MINUTES OF PREVIOUS MEETING

Minutes of previous RWHSC meeting held on 20 March 2018 were presented to the meeting and accepted: **YES / NO**

Business Arising from previous Minutes	Action By	% Complete
SafeWork NSW Improvement Notice – Jindera transfer station	(see 5. Other/New Business)	100%

General/New Business	Action By	% Complete
1. Correspondence		
StateCover Vault System trial to commence with a demo on 04/07/2018	Jackie, Di, Michael R, Aaron	0%
2. Risk	Jackie	
StateWide 2017-2018 RMAP: - 5% - Risk Group Meeting Attendance o attended 24/11/2016 Wagga, 02/02/2017 Coota, 25/05/2017 Temora, 16/11/2017 Albury, 13/02/2018	Jackie, Di, other staff, Greg to follow-up	60%

<ul style="list-style-type: none"> Berrigan, combined with Mock Trial <ul style="list-style-type: none"> o next meeting TBA - 5% - Conference Attendance <ul style="list-style-type: none"> o attended 08/2017 o registered for 08/2018 - 40% - CIP Workbooks: Footpaths, RS Signs, Stormwater, Trees <ul style="list-style-type: none"> o StateWide implementation visit 05/09/2017 o StateWide progress review 22/11/2017 o StateWide final review June 2018 - 20% - Board Initiative – 1 Participation in: <ul style="list-style-type: none"> o Risk Profiling o BCP – 06/06/2017 o Integrity Mgmt o Mock Trial – 13/02/2018 - 30% - System Improvement – strategic or operational risk, MANEX endorsed and reviewed <ul style="list-style-type: none"> o Business Continuity Plan o Community Use Agreements for Council Facilities 	CIP workbooks	
3. WHS	Di	
<p>StateCover Grant 2017-18: High-risk Plant & Equipment Assessments – all assessments completed and required actions in progress; the most urgent action being replacement of the Patching Truck Holbrook – in progress via Director Eng. Grant to be finalised and report sent to StateCover. Carried-over: Technology to be implemented for Plant Assessor pre-start checks and Work-group to be formed to develop procedure once mechanic recruitment finalised and settled-in.</p>	Di / Max / Greg / Mechanics	80%
<p>GHC Risk/WHS Policy Review Schedule – all policies and procedures to be reviewed over next 12 months, commencing with those affected by the recent legislative changes, then prioritised by workplace need:</p> <ul style="list-style-type: none"> - WHS Policy (to Council) - Workplace Health & Injury Management Policy (to Council) - WHS Consultation Procedure (to Council) - Heavy Vehicle Chain of Responsibility Procedure (draft circulated at March meeting – awareness to be provided prior to implementation) - PPE Procedure (draft for consultation, feedback to Di by 20 July) - Hazardous Noise Procedure (draft for consultation, feedback to Di by 20 July) 	Di	70%
<p>Inspection Calendar: bmx/skate parks (Holbrook – Mark & Camilla; Henty – Jackie & Max); caravan parks; cemeteries; community halls; depots and yards; workshop; stores; libraries/mobile libraries; office areas; parks and gardens (paper-based, auditor?); footpaths (Reflect); landfills; road construction sites; work camps; water treatment; waste water treatment; swimming pools (Holbrook-Mark & Di/Camilla; Culcairn-Aaron & Liam; Jindera-Aaron & Lee; Walla-Max & Liam; Henty-Greg & Aaron); vehicles; medical centres; residences</p>	RWHSC member with site person, as per roster	70%
4. Emergency Management	Michael	
EM Site/Building Plans (frames to be purchased for Plan displays in offices)	Max & Brett	30%
EM Safety Boxes	Aaron	40%

EM Signs with GPS coordinates	Aaron	100%
EM Guide – Electronic Flipcharts – email reminder req'd to advise All Staff	Jackie	100%
EM Waste Water Manuals	Jackie & Paul	0%
EM Pool Manuals	Jackie & Andrew	30%
EM Hall Manuals to be installed	Jackie, Max & Brett	80%
EM – Holbrook Depot rep	Bill	100%
EM – Manuals – printing, collating, binding	Jackie, Di	0%
Status of GHSC Emergency Management Plans / Guides		
EMP Culcairn Office Library; last drill 07/12/2016 bomb evac; 2017 drill due (armed hold up)	Michael, Aaron	EMP – 99% Drill – 0%
EMP Henty Office Library	Jackie	0%
EMP Holbrook Library CTC	Jackie	0%
EMP Holbrook Office; last drill 06/12/2016 sus-mail evac; 2017 drill due (bomb threat)	Mark, Camilla	EMP – 99% Drill – 0%
EMP Holbrook VIC	Jackie	0%
EMP Hume Bank – Jindera Community Hub Shared Premises	Suzanne	50% Drill 0%
EMP Culcairn Depot; last drill 17/03/2016 evac; 2018 drill due 03/18 (chemical incident)	Aaron, Liam	EMP – 99% Drill – 100%
EMP Holbrook Depot Drill 6/18	Jackie, Bill	EMP – 50% Drill – 0%
EMP Jindera Depot; last drill 30/06/2016 evac Drill 9/18	Jackie, Lee	EMP – 99% Drill – 0%
EM Guide Landfills	Jackie, Andrew	30%
Fire Incident Response MP Landfills	Jackie, Andrew	90%
EMP Waste Water Sites	Jackie, Paul	0%
EMP Swimming Pools	Jackie, Andrew	0%
EM Guide Generic Electronic Flipchart for Desktops	Jackie, Michael Rudebeck	100%
EM Guide Community Facilities to be installed	Jackie, Max	80%
EMP Jindera Community Hub, including Children Services TTA reviewed site and updated EMP; Aaron to install Assembly Area signage; initial Drill to be held 19/06/2018.	Jackie, Di, Deanne, Aaron, Thurgoona Training Academy	90%
5. New/Other Business		
Depot Plant – responsibility to be delegated by Operations Overseer under new structure arrangements – pre-start checks to be completed and any faults reported to mechanics	Operations Overseer	Ongoing
Headlamps be issued to callout staff/trailers	Aaron	100%

SafeWork NSW inspection Jindera Transfer Station 8/3/18 – Implement signage controls as per GHC P/L Report + yellow line painted 300mm off the barrier of each skip (DO NOT CROSS) at all facilities as agreed by Andrew Shaw – Ext.16/4/18	Andrew/ Aaron/ Jackie/Di	90%
SafeWork NSW workshop 17/05/2018 attended by Jackie & Di on PERforM (participative ergonomics for manual handling). Consider putting this program up for next StateCover Grant submission – to discuss with MANEX.	Jackie/Di	10%
Brocklesby Toilet Lighting – review sensor/timer set up to be longer than 15 minutes (after lady trapped in the darkness)	Greg	0%

Review of Risks/Hazards/Incidents		Status/Comment	
2017: 136 in total; 2018 to date: 40		Di/Jackie	ongoing
1.	Risks		
Event Management – 2017: 211 in total; 2018 to date: 116		Jackie	ongoing
Number of 2018 Risk Incidents (SafeHold P/L) to date:		23	
2.	Hazards/Incidents		
Number of Incidents (SafeHold) from 2018 to date: Hazards – 0 Near Miss – 1 Environment – 1 Personal Incidents – 9 Property Related – 25 Incident Only – 5			

Review of Claims		Status/Comment	
1.	Risk (StateWide Mutual Dashboard)		
Number of 2018 Liability Claims (currently trending higher than all councils and higher than other regional councils)		5	30 finalised
Liability breakdown 2018 to date: - 25 liability: motor vehicle damage, road surfaces; trees - 7 property: residential assets, approvals - 0 personal: injury - 3 other category			
2.	WHS (StateCover Mutual SMART Dashboard)		
Number of days since last Lost Time Injury (LTI)		144	Previous best: 216
Number of Open Workers Compensation Claims (currently trending lower than all councils and other regional councils)		11	Premium sensitive: 12
Open Workers Compensation breakdown 2018 to date: - 2009: Hearing – MTI - 2013: Knee – LTI - 2014: Back, Neck – LTI - 2015: Back – Declined - 2016: Shoulder – MTI - 2017: Shoulder – MTI - 2017: Hearing – MTI - 2017: Back, Neck – MTI			

<ul style="list-style-type: none"> - 2017: Shoulder/scapula – LTI - 2018: Back – LTI - 2018: Psych – LTI 		
Number of active Non-work-related Injury Management cases	2	

Training / Activities (refer also to Calendar)	Status/Comment
RWHS Committee training: Risk, WHS, Emergency, First Aid. <ul style="list-style-type: none"> - RWHS Committee (TBA - customised course under development) - Emergency/Warden – 14 Nov at Thurgoona Training Academy - First Aid – Max, Hunter, Lee, Connor, Greg? (TBA) 	14 Nov – Emg/Warden
Culcairn Office E-drill (Michael/Aaron to coordinate)	Nov 2017
Holbrook Office E-drill (Camilla/Mark to coordinate)	Nov 2017
Landfill Attendant - Manual Handling, Asbestos Awareness, Chemical Handling, Lockout Tag out	9 Apr 2018
Cross cut chainsaw training for outdoor staff including trainees Aaron/Di approx. \$5000.00	July 18
Jindera CH E-drill (Deanne/TTA coordinating; Di & Jackie to observe drill)	19 June 2018
ICAM Incident Investigation training (Kim Shultz StateCover Scholarship)	19 & 20 June 2018
Traffic Control entry-level	4-6 July 2018
Flu Vaccinations	Apr-May 2018
All Staff Event	10 May 2018
Outdoor Staff Manual Handling	10 May 2018
Outdoor Staff Noise Awareness	10 May 2018
Depot B'fast meeting and E-drill – Holbrook (Bill/Hunter to coordinate drill)	TBA
Depot B'fast meeting and E-drill – Jindera (Lee/Trainee to coordinate drill)	20 Sep 2018
Outdoor Staff Skin Checks	Nov-Dec 2018

Meeting Closed at: 9:55am

Next Meeting: Jindera Community Hub, Thursday 20 Sep 2018, 10am (after Consultative Committee meeting)