



Greater  
Hume  
Council

To: «Name»

**Ordinary Meeting of Greater Hume Council**

Wednesday, 23 October 2019

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

STEVEN PINNUCK  
**GENERAL MANAGER**

ORDER OF BUSINESS TO BE CONSIDERED  
REFER OVERLEAF

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

Wednesday, 23 October 2019

### **BUSINESS TO BE CONSIDERED**

**1. PRAYER**

**2. ACKNOWLEDGEMENT OF COUNTRY**

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

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

**4. APOLOGIES**

**5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

- Minutes of the Ordinary Meeting of Council – 25 September 2019

**6. ACTION REPORT FROM THE MINUTES**

**7. NOTICE OF MOTION**

**8. REPORTS FROM OFFICERS**

**PART A For Determination**

- Corporate and Community Services Item 1
- Environment and Planning
- Governance
- Corporate and Community Services Items 2 to 4
- Engineering

**PART B To Be Received and Noted**

- Governance
- Engineering

**PART C Items For Information**

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

**PART D For Information**

**9. MATTERS OF URGENCY**

**10. COMMITTEE OF THE WHOLE - CONFIDENTIAL CLOSED COUNCIL REPORT**

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**ORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT COUNCIL CHAMBERS, BALFOUR STREET, CULCAIRN  
ON WEDNESDAY, 23 OCTOBER 2019**

## **NOTICE OF MOTION**

1. **FORMATION OF PROMOTIONAL GROUP FOR THE BENEFIT OF THE GREATER HUME COUNCIL AREA**

**Notice of Motion submitted by Cr Lea Parker**

Cr Lea Parker has submitted a Notice of Motion -

“That Greater Hume Shire Council form a committee of four councillors to look at the formation of a promotional group for the benefit of the Greater Hume Council area”.

**General Manager’s Note:**

If Council is of a mind to adopt the resolution, it is recommended that the four councillors be the Mayor, plus one councillor from each ward.

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## **OFFICERS' REPORTS – FOR DETERMINATION**

### **PART A**

## **CORPORATE AND COMMUNITY SERVICES**

### **1. PRESENTATION OF 2018/2019 FINANCIAL STATEMENTS**

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

#### **REASON FOR REPORT**

To formally present the 2018/2019 Financial Statements and Auditors Reports to Council.

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

Objective We lead a vibrant, connected and inclusive community

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

#### **DISCUSSION**

Councillors will recall that a comprehensive report on the 2018/2019 Financial Statements was submitted to the September 2019 meeting of Council.

At that meeting, Council resolved to refer its 2018/2019 Financial Statements to Council's Auditor for audit. The auditor's reports were subsequently received by Council and have been attached to the General Purpose and Special Purpose Financial Statements in accordance with Section 417(1) of the Act.

The audited Financial Statements and a copy of the Auditor's Reports have been available for public inspection at Council's offices and libraries and on Council's website since 9 October 2019. As required by Section 418 of the Act, Council must give seven (7) days public notice for the meeting at which it presents the Audited Financial Statements and Auditor's Reports. The public notice appeared in The Border Mail newspaper on Saturday 12 October, 2019. Section 420 of the Act requires that all submissions in respect of the audited Financial Statements must be in writing and must be lodged with Council within seven (7) days after the October 2019 Council Meeting. Copies of all submissions received must be referred to Council's Auditor. At the time of preparing this report no submissions had been received.

The Audit reports and financial statements have been forwarded to the Office of Local Government (OLG) with receipt confirmed on 8 October 2019. It has also been confirmed that Greater Hume Council **was twelfth in the state of the general purpose councils** to submit their completed financial statements with the OLG. This is a tremendous effort by Council's finance team, all of whom worked tirelessly to present accurate and validated accounts to the external auditors.

A copy of the Financial Statements and Auditor's Reports are **ENCLOSED SEPARATELY** Councillors' consideration.



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PRESENTATION OF 2018/2019 FINANCIAL STATEMENTS [CONT'D]

Council's external auditor, Mr Brad Bohun from Crowe will be in attendance at the Council Meeting to provide Councillors with a report on the conduct of the audit and the financial result for the year ending 30 June 2019.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

Development of the financial statements and external audit has been completed and a copy of the financial statements has been forwarded to the Office of Local Government within the statutory timeframe.

**RECOMMENDATION**

That:

1. in accordance with Section 419 (1) of the Local Government Act 1993, the audited Financial Statements and the Auditor's Reports for the year ended 30 June 2019 are hereby received and noted.
2. a further report be presented to the November 2019 Council Meeting detailing any submissions received in respect of Council's audited Financial Statements if applicable.

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## **ENVIRONMENT AND PLANNING**

**1. REQUEST BY NEOEN FOR COUNCIL OWNERS CONSENT TO MAKE A DEVELOPMENT APPLICATION FOR THE CULCAIRN SOLAR FARM**

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

### **REASON FOR REPORT**

Council has been contacted by NEOEN requesting Council's Owners Consent to make a Development Application to the NSW Department of Planning Infrastructure and Environment for the Culcairn Solar Farm which meets the criteria of State Significant Development. This report will provide Council with sufficient information in order to determine this request.

### **REFERENCE TO DELIVERY PLAN**

None relevant.

### **DISCUSSION**

NEOEN is proposing to develop a solar farm five (5) kilometres south-west of Culcairn bounded by Walbundrie Road, Orange Promise Road, Cummings Road and Benambra Rd. The 400 Megawatt (MW) solar farm would occupy around 1256 ha of rural land currently used for agriculture on Lots 70-73, 86 DP 753764, Lots 9-11, 45-47, 53, 54 DP 753735, Lot 1 DP 179854, Lot 114 DP 664997, Lot 1 DP 575478, Lot 1 DP 171815, Lot 1 DP 945904 and Lot B DP 972054

The proposed infrastructure includes:

- Single axis tracker photovoltaic solar panels mounted on steel frames over most of the site (maximum tilt 4.2m in height).
- Battery storage to store energy produced on site (up to 200 MWh capacity).
- Underground and overground electrical conduits and cabling to connect the arrays to the inverters and transformers.
- Systems of inverter units and voltage step-up throughout the arrays.
- On site substation, connecting to the existing 330 kV TransGrid transmission line.
- Site office and maintenance building, vehicle parking areas, internal access tracks and perimeter security fencing.
- Site access track off Weeamera Road.
- Road crossing and easement electrical crossing through underground and/or overhead lines.

Due to the need to run the cables in Cummings Road and unmade Council dedicated roads, NEOEN has contacted Council to obtain Council's owners consent to make a development application for the solar farm to the NSW Department of Planning Infrastructure and Environment.

Given the amount of community interest to the proposed development, it is considered appropriate that Council determines this request. At the August Ordinary meeting Council considered a similar request in relation to the Jindera Solar farm. To enable Council to make an informed decision, Council staff provided legal advice from Bradley Allen Love Lawyers to make available legal advice (**ANNEXURE 1**) as to whether Council could refuse to provide its

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REQUEST BY NEOEN FOR COUNCIL OWNERS CONSENT TO MAKE A DEVELOPMENT APPLICATION FOR THE CULCAIRN SOLAR FARM [CONT'D]

consent to the making of the Development Application. On consideration of that report and legal advice Council resolved that:

**5358 RESOLVED [Knight/Quinn]**

*Council authorise the General Manager to provide owners consent to lodge the Development Application for the Jindera Solar Farm which involves the laying of a cable in Ortlipp Road to the TransGrid Jindera Solar Farm.*

NEOEN's request is identical to the one made for the Jindera Solar farm and also another by FRV Australia that was dealt with at the September Ordinary Meeting and so Council can utilise the same legal advice.

**BUDGET IMPLICATIONS**

None in relation to this request as Council has previously incurred a cost to the planning legal budget to obtain the advice of Bradley Allen Love Lawyers.

**CONCLUSION**

As this request is identical to the one made by Jindera Solar Farm and FRV Australia, it is apparent that Council should give its owners consent to NEOEN so they may make the Development Application for the proposed Culcairn Solar Farm.

**RECOMMENDATION**

That Council authorise the General Manager to provide owners consent to make the development application for the Culcairn Solar Farm which involves the laying of a cable in Cummings Road and unmade Council dedicated roads.

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**2. EXHIBITION OF THE DRAFT GREATER HUME LOCAL STRATEGIC PLANNING STATEMENT**

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

**REASON FOR REPORT**

Amendments to the Environmental Planning and Assessment Act 1979 introduced a requirement that a Council prepare a Local Strategic Planning Statement (LSPS) which is a document that will set a framework for Greater Hume Councils economic, social and environmental land use needs over the next 20 years. It addresses the planning and development issues of strategic significance to the Council through planning priorities and actions, spatial land use direction and guidance. The legislation stipulates that Council must have uploaded its LSPS on the NSW Planning Portal by 1 July 2020.

**REFERENCE TO DELIVERY PLAN**

Nil

**DISCUSSION**

A requirement for Councils to prepare a LSPS was within recent amendments to the Environmental Planning and Assessment Act 1979 and Section 3.9(2) indicates that an LSPS must include or identify the following:

- (a) the basis for strategic planning in the area, having regard to economic, social and environmental matters,
- (b) the planning priorities for the area that are consistent with any strategic plan applying to the area and (subject to any such strategic plan) any applicable community strategic plan under Section 402 of the Local Government Act 1993,
- (c) the actions required for achieving those planning priorities,
- (d) the basis on which the council is to monitor and report on the implementation of those actions.

It is a requirement of Section 3.9(1) that once a LSPS is made that it be reviewed at least every 7 years. Also a LSPS needs to be consistent with the community strategic plan with the LSPS having the broader purpose of demonstrating how Council will, through land use planning, meet the community needs. The planning priorities and actions contained in the LSPS provide the rationale for decisions about how land use will help to achieve the community's broader goals. A LSPS identifies what updates are required to Local Environmental Plans (LEP) and Development Control Plans (DCP).

For context, the Draft Greater Hume LSPS (**ANNEXURE 2**) provides spatial, demographic and economic data and it explains how the LSPS integrates with other strategic planning instruments including the Riverina Murray Regional Plan, the Greater Hume Local Environment Plan 2012 and Greater Hume Development Control Plan 2013. The document also outlines how the planning priorities and actions within the LSPS will be monitored, reported upon and funded.

The Greater Hume LSPS contains a planning vision statement for the next 20 years and to achieve that vision nine planning priorities and associated actions have been identified and the planning actions are listed below:

1. Housing and Land Supply
2. Vibrant Places
3. Utility Infrastructure

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EXHIBITION OF THE DRAFT GREATER HUME LOCAL STRATEGIC PLANNING STATEMENT [CONT'D]

4. Agricultural Lands
5. Agricultural Value Adding
6. Supporting our Industries
7. Resources
8. Identify and protect environmental values
9. Climate Change and natural hazards

To achieve the planning priorities, 22 planning actions have been developed which will require further investigation, analysis and review of current planning instruments such as the Greater Hume Section 7.12 Development Contribution Plan.

Council was assisted in the preparation of the draft Greater Hume LSPS by the Department of Planning, Infrastructure and Environment who attended Council on two occasions for workshops with Councilors and staff and then assisted with the initial drafting of the document.

**BUDGET IMPLICATION**

There are no immediate/or adverse financial implications resulting from the development and subsequent implementation of the LSPS.

The LSPS does commit Council to the investigation, creation and delivery of the 'Priorities' via identified actions that are contained within the report. The financing of such actions are proposed to be through funding opportunities and via general revenue income.

**CONCLUSION**

The Greater Hume LSPS is a succinct and easy to understand document that permits Greater Hume community members to contribute and understand the future direction of land use in their area. It identifies nine planning priorities and explains how each of these are to be delivered, monitored and reported upon.

**RECOMMENDATION**

That Council exhibit the Greater Hume Local Strategic Planning Statement for a minimum period of 28 days in accordance with section 3.9(1) and Schedule 1 of the Environmental Planning and Assessment Act 1979.

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**3. GREATER HUME COMMUNITY PARTICIPATION PLAN**

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

**REASON FOR REPORT**

Amendments to the Environmental Planning and Assessment Act 1979 introduced a requirement that Council prepare a Community Participation Plan (CPP) which will explain how a planning authority such as Greater Hume Council will engage with the community across their planning functions. The legislation stipulates that Council must have uploaded its CPP on the NSW Planning Portal by 1 December 2019.

As part of the preparation of the CPP it is proposed to amend the Greater Hume Development Control Plan 2013 (DCP) which will not require notification.

**REFERENCE TO DELIVERY PLAN**

Nil

**DISCUSSION**

The CPP (see **ANNEXURE 3**) is a single document that the community can access that sets out all of the Council's participation requirements under planning legislation, including all minimum mandatory exhibition timeframes. Consequently Council will need to transfer all community participation requirements into the CPP before 1 December 2019.

Council could consolidate its notification requirements into the CPP before 1 December 2019 by referencing the DCP notification requirements in a CPP but it is the intention of the Department of Planning, Infrastructure and Environment to progress amendments to the Act to remove this option.

Council currently relies on the DCP, the Act and the provisions of environmental planning instruments to determine notification and exhibition requirements for its planning functions including exhibition of a DAs and planning proposals etc.

Key elements of the draft CPP are:

- Consultation period for DAs will be no consultation (in specified circumstances) or 14 or 28 days;
- Minimum consultation period for strategic work will be 28 days; and
- Legislated consultation periods for planning proposals, certain types of DA's etc is 28 days (as required by the Act).

Chapter 10 of the DCP currently contains Councils Notification Policy for development assessment. It is proposed that the DCP be altered to delete the contents of this chapter and replace the material with a statement that notification and exhibition requirements are detailed in Greater Hume Community Participation Plan.

**BUDGET IMPLICATION**

Nil

**CONCLUSION**

The Greater Hume CPP consolidates all notification and exhibition criteria associated with development assessment and strategic planning into one easily understood and available document. The preparation of the CPP negates the need for the Chapter 10 of the Greater Hume Development Control Plan and the material relating to notification and exhibition has been transferred to the CPP.

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GREATER HUME COMMUNITY PARTICIPATION PLAN [CONT'D]

**RECOMMENDATION**

That:

1. Council exhibit the Greater Hume Community Participation Plan for a minimum period of 28 days in accordance with Section 2.23(1) and Schedule 1 of the Environmental Planning and Assessment Act 1979.
2. Council adopt the Greater Hume Development Control Plan 2013 and Community Participation Plan in the event that there are no submissions from the exhibition of the draft documents.

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**4. DEVELOPMENT APPLICATION 10.2019.123.1 – NEW DWELLING – LOT 1 DP1079397 – WALLA WALLA JINDERA ROAD WALLA WALLA**

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

**REASON FOR REPORT**

Council is in receipt of a development application for a new dwelling at Lot 1 DP1079397 Walla Walla Jindera Road Walla Walla (the subject land"). The applicant and owner is CK Odewahn.

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

**REFERENCE TO DELIVERY PLAN**

None relevant.

**DISCUSSION**

At the July 2019 ordinary meeting Councillor Knight submitted a Notice of Motion which requested the Director of Environment and Planning to prepare a report on the legitimacy of the request to remove restrictions imposed by the former Hume Shire under 88B of the Conveyancing Act 1919 which prevent the erection of a dwelling on the subject land.

A report was provided to the August 2019 which recommended that the restrictive covenant not be removed until such time that a future environmental planning instrument permits the erection of a dwelling.

In response to that report Council made the following resolution:

5359 AMENDMENT [Quinn/Meyer]

That the matter lay on the table until the November meeting to allow the Director Environment and Planning to seek legal advice and advice from NSW Planning regarding the removal of the covenant and the granting of development consent for a dwelling.

In response to the abovementioned resolution the Director of Environment and Planning consulted Council's representative from the Department of Planning, Infrastructure and Environment (DPIE) who advised that it would be possible for the owner of the subject land to make a development application for a dwelling and seek a variation pursuant to the provisions of Clause 4.6 of the Greater Hume Local Environment Plan 2012 (GHLEP 2012). This information was conveyed to the applicant's planning consultant and subsequently an application has been submitted for a dwelling with a written submission seeking a variation to a development standard under Clause 4.6 of the LEP.

**ASSESSMENT**

A development application (**ANNEXURE 4**) is required to be assessed by Council against the following 'matters for consideration' listed in Section 4.15 of the EP&A Act.



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DEVELOPMENT APPLICATION 10.2019.123.1 – NEW DWELLING – LOT 1 DP1079397 – WALLA WALLA JINDERA ROAD WALLA WALLA [CONT'D]

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

***State Environmental Planning Policies***

*State Environmental Planning Policy 55 - Remediation of Land (SEPP55)* requires Council to consider the potential for any land proposed for development to be contaminated. The site is agricultural land and there is no physical evidence to suggest the dwelling site is potentially contaminated and fit for use for its intended purpose. Consequently, the proposal aligns with the requirements of SEPP 55.

***The Greater Hume Local Environmental Plan 2012*** (“the GHLEP2012”) is the principal environmental planning instrument applicable to the property. The subject land is zoned RU1 Primary Production and the objectives of this zone are provided below:

Objectives of zone:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To maintain the rural landscape character of the land.

The proposal does not derogate from the objectives of the zone and dwelling houses are a permitted use.

Clause 4.2A is concerned with the erection of dwelling houses and dual occupancies on land in certain rural and residential zones. Subclause 3 requires that Council must not issue development consent for the erection of a dwelling house on land to which this clause applies, and on which no dwelling house has been erected, unless the land is:

- a. A lot that is at least the minimum lot size specified for that land by the Lot Size Map.

In the circumstance of the subject land the rest of the clause is not relevant. The proposed development does not satisfy the requirements of subclause (a) as at 75.45 hectares, the lot is beneath the minimum lot size which is 100 hectares. The planning assessment report does indicate that the proponent has a lease on the adjacent allotment of Crown Land which is 10.5 hectares in size.

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

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

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DEVELOPMENT APPLICATION 10.2019.123.1 – NEW DWELLING – LOT 1 DP1079397 – WALLA WALLA JINDERA ROAD WALLA WALLA [CONT'D]

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

- In combination with the adjoining Crown Land, the subject land has an area of approximately 86 hectares, which is 86 percent of the minimum lot size.
- There will effectively be no loss of rural land to agriculture by the proposal because the dwelling will utilise less than one percent of the lot.
- The subject land is currently only used for broadacre farming purposes and the use of a small portion of the land for a dwelling will not fragment or preclude it from continuing to be used for this purpose.
- It will not create any land use conflicts with the use of adjoining properties for agriculture as the dwelling is setback 150 metres from the closest boundary.
- The nearest residence is more than 900 metres away.
- The dwelling is not remote or isolated as it is within a five minute drive of Walla Walla and 30 minutes to Albury.
- The lot has excellent sealed road access.
- Walla Walla provides all the basic domestic needs for a dwelling and its residents.
- The lot contains three dams as potential raw water supplies for the dwelling.
- A dwelling will have a positive social impact through an increase in population for the Walla Walla community. This is important to maintain community infrastructure and services as well as groups such as sporting clubs etc.
- The subject land adjoins a number of other rural properties.
- The lot was the result of a boundary adjustment and not subdivision (i.e. the lot is not additional and does not represent fragmentation of rural land).
- The area of the lot is 75 percent of the minimum lot size in the RU1 zone in this area.
- If not for the restrictive covenant on the lot a dwelling would be permissible with consent under the current GHLEP.
- The desire of the current owner to retain the lot and construct a dwelling relate to family succession of the farm.
- The Odewahn family has resided and farmed in the Walla Walla area since 1874 and have been heavily involved in the Walla Walla community over time. The applicant has made a significant contribution to the community in roles such as cricket club secretary (2004 to 2015); player (1980 to 2015); junior coach (2010 to 2015); Auskick coach (2010 to 2014); swimming pool committee for three years; Walla Gum Swamp Management Committee as treasurer and current vice president; fire brigade member and lawn bowls committee. The applicant's wife Cathy is currently vice president of the public school P&C committee and previously served on the board of directors for the bowling club.

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

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

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The author acknowledges that the applicant has submitted a range of reasons why this particular case warrants special consideration and that a dwelling should be approved. The development standard that is to be varied is the minimum lot size requirement of 100 hectares contained in Clause 4.2A(a) of the GHLEP2012 and this standard was derived to ensure the sustainability of agriculture in Greater Hume.

An intended outcome of having a minimum lot size is to restrict the ability for dwellings to be constructed which has the effect of minimising the cost of land so that it can continue to be used for viable agricultural pursuits. Therefore, although there is only a small loss of land arising from the construction of a dwelling, the overall allotment will rise considerably in value with the ability to construct a dwelling. The rise in value could likely make the property less attractive for those who may be interested in undertaking a commercially viable agricultural pursuit as the return on investment will likely be minimised.

If this proposal is considered in isolation then the offered reason on planning grounds appear to be justified as a dwelling would be constructed and the land continued to be used primarily for agriculture. The offered reasons for the variation could equally apply in many other circumstance within the Greater Hume Council area and there well could be other people seeking a variation to Clause 4.2A(a).

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

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

On consideration of subclause 4 the applicant's written request adequately addresses matters in subclause 3 and provided that this was an isolated request for a variation to the minimum lot size, then it is considered that the proposal does not derogate from the objective of Clause 4.2A and the RU1 zone objective.

The requirement to obtain the concurrence of the Secretary in this instance has not been delegated to Council (PS 18-003) and the matters to be considered by the secretary of Clause 5 which is provided below:

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

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Clause 5.16 of the GHLEP 2012 applies to subdivision of, or dwellings on land in certain rural, residential or environmental protection zones and in this instance, applies as the proposed dwelling is to be situated in the RU1 Primary Production zone. The clause requires Council before determining an application for a dwelling to consider the matters raised in Subclause (4) and in this instance the responses within the planning report are supported by Council.

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

The requirements of this clause are met in this instance as the dwelling is not being undertaken in the mapped area and there is no requirement to remove any vegetation to construct the dwelling

Clause 6.7 of the LEP relates to essential services and states:

*Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required:*

- a. The supply of water.*
- b. The supply of electricity.*
- c. The disposal and management of sewage.*
- d. Stormwater drainage or on-site conservation.*
- e. Suitable vehicular access.*

The planning report outlines acceptable measure to address the abovementioned requirements.

**Greater Hume Development Control Plan 2013**

The Greater Hume Development Control Plan 2013 (“the DCP”) applies to all land within the Shire. Chapter 2 of the DCP relates to residential development with some requirements relevant for consideration in this circumstance.

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DEVELOPMENT STANDARD	COMMENT
<p><b>Site Requirements</b> Rural &amp; rural living 3. As per Part 3A, Division 3, Subdivision 3 of the Rural Housing Code in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.</p>	<p>The dwelling is to be located 150 metres or more from all properties and so will comply with requirements in the Rural Housing Code.</p>
<p><b>Building Heights</b> Rural &amp; rural living 3. As per Part 3A, Division 3, Subdivision 3 of the Rural Housing Code in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.</p>	<p>The proposed dwelling complies with this requirement as it is single storey and does not have a building height greater than 10 metres.</p>
<p><b>Building Setbacks</b> As per Part 3A, Division 3, Subdivision 3 of the Rural Housing Code in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.</p> <p>12. A minimum 40 metres from the top of the bank of a watercourse other than the Murray River.</p>	<p>The proposal complies with the setback requirements of the Rural Housing Code as it is located at least 50 metres from the primary street frontage.</p> <p>Not located within 40 metres of a watercourse.</p>
<p><b>Landscaping</b> Rural &amp; rural living 10. As per Part 3A, Division 3, Subdivision 4 of the Rural Housing Code in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.</p>	<p>Complies with, dwelling will not be located near any native vegetation.</p>

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DEVELOPMENT STANDARD	COMMENT
<p><b>Car parking and access</b></p> <p>14. As per Part 3A, Division 3, Subdivision 5 of the Rural Housing Code in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.</p> <p>15. The main access point for the property should be from a sealed local road where practical and possible.</p> <p>16. All-weather access roads and driveways within the property should follow the contours of the land as much as possible so as to avoid excessive cut and fill and potential erosion problems.</p> <p>18. Roads and driveways crossing gullies and streams, both within and external to the site, should be constructed using a culvert to Council's requirements. Applicants should check with Council to ascertain whether any other approvals are required to undertake works such as a vehicle crossing within a road reserve or waterway.</p>	<p>Complies.</p> <p>The lot has direct access from the Walla Walla–Jindera Road.</p> <p>Will be a condition of consent.</p> <p>No watercourse requires crossing to access the dwelling site.</p>
<p><b>Earth Works</b></p> <p>As per in Part 3A, Division 3, Subdivision 6 of the Rural Housing Code in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.</p> <p><b>Development Standards for particular land</b></p> <p>As per Part 3A, Division 3, Subdivision 9 of the Rural Housing Code in the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.</p>	<p>Complies, no excessive excavation or filling is required that will exceed this requirement.</p> <p>The lot is not mapped as a bushfire risk and is not classified as flood prone land.</p>

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The following table assesses the likely environmental impacts of the development.

ISSUE	ACCEPT-ABLE	COMMENT
Context & setting	✓	The adjacent land is RU1.  The proposed dwelling will be in keeping with the existing use of land in the locality.
Access & parking	✓	The lot has access to a public road. Parking is not an issue for the proposal.
Roads & traffic	✓	The traffic impacts from the dwelling will not result in an adverse outcome in terms of the road network.
Utilities	✓	The applicant will need to demonstrate that adequate arrangements can be made to access utilities.
Heritage	✓	The lot is not a heritage place nor contains any heritage items.
Archaeology	✓	There are no known archaeological items on the lot. As disturbance of the site has already been incurred through agricultural activity this issue is not a concern for the dwelling.
Stormwater	✓	The dwelling will have no impact on stormwater.
Soils & erosion	✓	Any works associated with the dwelling will need to be undertaken in accordance with the <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga &amp; Hume Councils</i> .
Flora & fauna	✓	The lot is mostly cleared of vegetation and hence the dwelling will have little impact on flora and fauna.
Flooding	N/A	
Bushfire	N/A	
Technological hazards	N/A	-
Safety, security & crime prevention	N/A	-
Privacy	✓	
Landscaping	N/A	-
Overshadowing	N/A	-
Land resources	N/A	-

- **79C(c) The suitability of the site for the development**  
The site is suitable for the dwelling, issues relating to variation to the minimum lot size has been discussed.
- **79C(d) Any submissions made in accordance with this Act or the regulations**  
No submission has been received to the notification of the proposed dwelling.

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• **79C(e) The public interest**

Although the lot is inconsistent with the minimum lots size for the RU1 zoning the proposed construction of the dwelling, undertaken in accordance with the applicable requirement of the Greater Hume Local Environment Plan 2012, is not against the public interest.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

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

1. Approve the application, subject to obtaining the concurrence of the Secretary of the Department of Planning Infrastructure and Environment;
2. Defer the application for further information or redesign; or
3. Refuse the application.

If Council is satisfied the variation under clause 4.6 of the GHLEP2012 is warranted and pending the concurrence of the Secretary of the Department of Planning Infrastructure and Environment, then there is no impediment to Council conditionally approving this development application.

**RECOMMENDATION**

Subject to obtaining the concurrence of the Secretary of the Department of Planning Infrastructure and Environment, Council approve pursuant to Clause 4.16 and 4.17 of the Environmental Planning and Assessment Act 1979 a dwelling at Lot 1 DP1079397 Walla Walla Jindera Road Walla Walla.

**APPROVED PLANS**

**1 Compliance with Plans and Conditions**

The development shall take place in accordance with the approved development plans, except as modified in red by Council and/or any conditions of this consent.

**2 Time Period of Consent**

This consent will lapse five (5) years from the date of determination unless the approved building, engineering or construction work has been physically commenced in accordance with this consent.

Development consent for the use of land does not lapse if the approved use of any land, building or work is actually commenced prior to the date on which the consent would otherwise lapse.

**PRIOR TO THE COMMENCEMENT OF ANY WORKS**

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



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**3 Construction Certificate Required**

Prior to the commencement of any works, a construction certificate is required to be issued by a Certifying Authority.

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

**4 Appointment of a Principal Certifying Authority**

Prior to the commencement of any works, the person having benefit of a development consent, or complying development certificate must:

- a. appoint a Principal Certifying Authority; and
- b. notify Council of the appointment.

**5 Notify Council of Intention to Commence Works**

The applicant must notify Council, in writing of the intention to commence works at least two (2) days prior to the commencement of any works on site.

**6 Erosion and Sedimentation Control**

Prior to the commencement of any works on site, controls shall be implemented prior to clearing of any site vegetation, to ensure the maintenance of the environment and to contain soil erosion and sediment on the property. Erosion and sediment controls shall be maintained until all construction works are completed and all disturbed areas are restored by turfing, paving and revegetation.

Note: On the spot penalties up to \$1,500 will be issued for any non-compliance with this requirement without any further notification or warning.

**7 Toilet Facility**

Prior to the commencement of any works on site, a flushing toilet facility is to be provided on site. The toilet must be connected to either a public sewer, or an accredited sewage management facility, or to an alternative sewage management facility (chemical closet) approved by Greater Hume Shire Council.

**8 Building Insurance/Owner Builders Permit**

Prior to the commencement of works, the Certifying Authority shall be provided with an original copy of:

- a. The builder's (licensee's) name and contract license number and an approved insurance policy under Part 6 of the Home Building Act 1989; or
- b. The Owner Builders Permit, issued by the New South Wales Office of Fair Trading.

Note: An on the spot penalty of \$600 will be issued for any non-compliances with this requirement without any further notification or warning.

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**9 Sign During Construction**

Prior to the commencement of works, a sign must be erected in a prominent position on site during construction:

- a. Stating that unauthorised entry to the work site is prohibited,
- b. Showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours, and
- c. Showing the name, address and a telephone number of the Principal Certifying Authority for the development.

Note: A \$600 on the spot fine may be issued for non-compliance with this condition.

**PRIOR TO OCCUPATION OF THE DEVELOPMENT**

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

**10 Interim/Final Occupation Certificate Required**

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

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

**11 Vehicular Crossover**

The typical rural driveway crossover shall be in accordance with Council's Specifications Drawing (see attached). All works associated with the vehicle crossover shall be inspected by Council's Engineering Department prior to any pouring of concrete. A Road Opening Permit will only be issued upon completion of "Road Opening Permit Application" (form attached) and payment of the fee applicable.

**12 Basix Certification**

Prior to the issue of an occupation certificate (whether interim or final), a compliance certificate shall be submitted to the Principal Certifying Authority, certifying that the building has been constructed in accordance with the commitments identified on approved Basix Certificate.

Should the design of the building alter or the commitments to Basix change, a new Basix Certificate is required to be completed and submitted to the Principal Certifying Authority and the Consent Authority.

**13 Drainage Works-As-Executed Plan**

Upon completion of installation of all drainage lines, a works-as-executed plan prepared by the licensed plumber/drainer shall be submitted for Council's records.

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**14 Plumbing Works Final**

The building shall not be occupied or used until such time Council has issued a Plumbing Final letter confirming that all works have been completed to the satisfaction of Council.

NB. This letter is in addition to the inspection sheet or Certificate of Compliance from Council.

**15 Approval to Operate Onsite Sewerage Management System**

The building shall not be occupied or used until such time Council has issued an Approval to Operate pursuant to Section 68 of the Local Government Act 1993.

**16 Basix Certificate**

The commitments listed in the BASIX Certificate for the dwelling forms part of the development consent and are to be maintained during the life of the dwelling. Where the commitments require replacement, the replacement must be identical to or is at a higher star rating to that listed in the BASIX Certificate.

*Note: Where there is any proposed change in the BASIX commitments, the applicant must submit a new BASIX Certificate for the development where the plans and specifications are inconsistent with development consent (see Clauses 145 & 146 of the Regulation). The applicant will be required to submit an amended development application to Council pursuant to Section 4.55 of the Act.*

**GENERAL CONDITIONS**

**The following conditions have been applied to ensure that the use of the land and/or building is carried out in such a manner that is consistent with the aims and objectives of the planning instrument affecting the land. A Principal Certifying Authority can either be Greater Hume Shire Council or an accredited certifier.**

**17 Compliance with Construction Certificate**

All building works approved in this development consent must comply with the terms of the consent the plans, specifications and any other approved documents relevant to the approved Construction Certificate.

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**18 Compliance with the National Construction Code (NCC)**

All building work must be carried out in accordance with the provisions of the NCC. Compliance with the performance requirements can only be achieved by:

- a. complying with the deemed-to-satisfy provisions; or
- b. formulating an alternative solution which:
  - i. complies with the performance requirements; or
  - ii. is shown to be at least equivalent to the deemed-to-satisfy provisions; or
- c. a combination of (a) and (b).

**19 Critical Stage Inspections**

In accordance with Section 6.5 of the Environmental Planning and Assessment Act 1979 the Principal Certifying Authority for this development is to inform the applicant of the Critical Stage Inspections prescribed for the purposes of Section 109E(3)(d) Environmental Planning and Assessment Regulation 2000.

**Note: A \$1500 on the spot fine may be issued for failing to request the Principal Certifying Authority to undertake the above inspections.**

**20 Construction – Maintenance and Clearing of Site**

The site shall remain clean and all waste building materials and the like shall be contained within the site boundaries. The site is to be cleared of all building refuse and spoil immediately after completion of the works.

**21 Construction - Hours of Work**

All construction works will be restricted to the following hours in accordance with the NSW Environment Protection Authority Noise Control Guidelines:

- a. Mondays to Fridays, 7.00am to 6.00pm
- b. Saturdays, 8.00am to 1.00pm
- c. No work is permitted on Sundays and Public Holidays.

Construction works that are carried out in the open that involve the use of heavy vehicles, heavy machinery and other equipment likely to cause offence to adjoining properties is to be restricted to the above hours in accordance with the NSW Environment Protection Authority Noise Control Guidelines.

In the event that the demolition/construction relates to works inside the building and does not involve external walls or the roof, and do not involve the use of equipment that emits noise then the works are not restricted to the hours stated above. The provisions of the *Protection of the Environment Operations Act, 1997* in regulating offensive noise also apply to all construction works.

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**PRESCRIBED CONDITIONS OF CONSENT**

The following conditions are known as “Prescribed Conditions” and are required by the Environmental Planning and Assessment Regulation 2000 to be imposed as part of any development consent whether or not they are relevant to the development approved under this consent. Please do not hesitate to contact staff in Council’s Development Department who will be happy to advise you as to whether or not the conditions are relevant to your consent.

- 22** All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate or complying development certificate was made).
- 23** In the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of the Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.
- 24** Residential building work within the meaning of the Home Building Act 1989 must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:
- in the case of work for which a principal contractor is required to be appointed:
    - (i) the name and licence number of the principal contractor, and
    - (ii) the name of the insurer by which the work is insured under Part 6 of the Act,
  - in the case of work to be done by an owner-builder:
    - (i) the name of the owner-builder, and
    - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.
- 25** A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
- showing the name, address and telephone number of the principal certifying authority for the work, and
  - showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
  - stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work is being carried out and must be removed when the work has been completed.

**NOTE:** This condition does not apply to building work that is carried out inside an existing building that does not affect the external walls of the building.

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- 26** Any development that involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the development consent must, at the person's own expense:
- (i) protect and support the adjoining premises from possible damage from the excavation, and
  - (ii) where necessary, underpin the adjoining premises to prevent any such damage.

NOTE: The condition referred to in sub clause (1) does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

- 27 All Work to be Carried Out by a Licensed Plumber and Drainer**  
All plumbing and drainage work shall be carried out by a licensed plumber and drainer and to the requirements of AS/NZS 3500-2015 and the Local Government Act 1993 and Local Government (General) Regulations, 2005, the Plumbing & Drainage Act 2011 and Plumbing & Drainage Regulations 2012.

- 28 Surface Water Drainage**  
The ground beneath suspended floors shall be graded and/or filled so that the area beneath the building is above adjacent external finished ground level and surface water is prevented from ponding under the building.

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**5. REQUEST FOR REFUND OF DEVELOPMENT APPLICATION FEES –  
HOLBROOK EARLY LEARNING CENTRE**

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

**REASON FOR REPORT**

For Council to consider a request from the Holbrook Early Learning Centre for a refund of \$793.00 for Development and Construction Certificate application fees that have been paid for the construction of a covered walkway and pergola, located at 64 Swift Street Holbrook.

**REFERENCE TO DELIVERY PLAN ACTION**

Nil.

**DISCUSSION**

Council has received correspondence from the Holbrook Early Learning Centre (**ANNEXURE 5**) requesting a refund of Development Application & Construction Certificate fees that have been paid for in association with the construction of a covered walkway and pergola.

The Holbrook Early Learning Centre is a 'not for profit' community based and managed centre and in the past Council has granted a refund of application fees to these groups upon application.

**BUDGET IMPLICATION**

\$793.00 in waived revenue.

**CONCLUSION**

Typically in the past it has been a practice of Council to refund or not charge 'not for profit' community groups for costs associated with Development and Construction Certificate Applications.

**RECOMMENDATION**

That Council agrees to refund \$793.00 to the Holbrook Early Learning Centre for the Development Application and Construction Certificate fees for the covered walkway and pergola, located at 64 Swift Street Holbrook.

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## **GOVERNANCE**

### **1. POLICY DEVELOPMENTS**

**Report prepared by Risk & Safety Coordinator – Jackie Lister and General Manager – Steven Pinnuck**

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

For Council to consider policy/procedure review with the recommendation for rescinding two existing policies to replace one with an appropriate procedure and readopt two policies with minor changes.

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

Objective We lead a vibrant, connected and inclusive community

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

#### **DISCUSSION**

As part of the structured policy review process, the following policies have been reviewed:

- **Complaints against Staff Policy**

It is recommended that this policy be rescinded as there are adequate provisions to deal with complaints against staff in the Complaints Handling Policy and the Code of Conduct for Staff.

- **Employee Health Monitoring Policy**

It is recommended that the Employee Health Monitoring Policy be rescinded and a more appropriate Employee Health Monitoring Procedure be implemented in its place.

- **Signs as Remote Supervision Policy**

The Signs as Remote Supervision Policy has been reviewed and only minor changes have been made in reference to the WHS Regulation 2017.

- **Emergency Planning Policy**

The Emergency Planning Policy has been reviewed and only minor changes have been made in reference to the WHS Regulation 2017:

The existing policies, changed policies and the proposed Employee Health Monitoring Procedure have been included as **ANNEXURE 6** for Councillors' information.

#### **BUDGET IMPLICATIONS**

Implementation of the mandatory bi-annual Asbestos Health Monitoring component of the Employee Health Monitoring Procedure will be in addition to current health monitoring activities. This will be included in recurrent budgets.

Changes to other policies will not have any budgetary impact.



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POLICY DEVELOPMENTS [CONT'D]

**CONCLUSION**

As part of the policy review process, policies/procedures continue to be reviewed and recommended for change to better reflect current legislative compliance, stakeholder/insurer interest and/or a more contemporary structure under the Risk & WHS area.

**RECOMMENDATION**

That Council:

1. rescind the Complaints Against Staff Policy
2. rescind the existing Employee Health Monitoring Policy and replace with the Employee Health Monitoring Procedure (under the WHS Policy).
3. adopt the revised Signs as Remote Supervision and Emergency Planning Policies as included in **ANNEXURE 6**.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT COUNCIL CHAMBERS, BALFOUR STREET, CULCAIRN  
ON WEDNESDAY, 23 OCTOBER 2019**

**2. HOLBROOK ROTARY INC. HOLBROOK TRIATHALON – REQUEST FOR FINANCIAL ASSISTANCE**

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

**REASON FOR REPORT**

For Council to consider a request from the Holbrook Rotary Club - Holbrook Triathlon for financial assistance to cover the cost of traffic management for the event.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Nil

**DISCUSSION**

Council has received correspondence from Margot Pitzen, Coordinator of the Holbrook Triathlon seeking Council assistance to fund the cost of traffic control at next year's Triathlon which is scheduled for Sunday 15 March 2020.

Prior to the 2019 Triathlon, traffic control was provided by volunteers with the required traffic control qualifications, however at late notice the volunteers were either unable or unwilling to continue with that role.

Council was approached to fund the 2019 traffic control costs and as the organising committee only became aware of the issue shortly before the event, the Writer agreed to fund the cost of \$975.00 on a one-off basis to ensure the event could be held.

The Holbrook triathlon has been held for 27 years and last year attracted the following competitors:

- 97 Senior
- 44 Junior and
- 50 Mini (10 and under) competitors

The event generates an annual profit of between \$2,000 and \$3,000 (depending on entries and sponsorship) with the proceeds divided between the Clubs who provide volunteers to conduct the event.

In considering Council's position on the request it should be noted that organisations such as the Henty Machinery Field Days and the Walbundrie Show Society are required to fund the cost of their traffic management. It is also possible that other organisations will be required to fund traffic management in the future.

Traditionally Council has only funded traffic control for ANZAC day services and one-off town celebrations.

Accordingly it is the Writer's view that to accede to the request will create a significant present and therefore it is not recommended.

**BUDGET IMPLICATIONS**

Whilst acceding to this request in isolation will only have a minor impact on Council's budget position, it is the potential present that could have far greater implications.

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HOLBROOK ROTARY INC. HOLBROOK TRIATHALON – REQUEST FOR FINANCIAL ASSISTANCE [CONT'D]

**CONCLUSION**

Council has received correspondence from Margot Pitzen, Coordinator of the Holbrook Triathlon seeking Council assistance to fund the cost of traffic control at next year's Triathlon which is scheduled for Sunday, 15 March 2020.

In considering Council's position on the request it should be noted that organisations such as the Henty Machinery Field Days and the Walbundrie Show Society are required to fund the cost of their traffic management. It is also possible that other organisations will be required to fund the cost of traffic management in the future.

Traditionally Council has only funded traffic control for ANZAC day services and one-off town celebrations.

Accordingly it is the Writer's view that to accede to the request will create a significant precedent and therefore it is not recommended that Council accede to the request.

**RECOMMENDATION**

That Council not accede to the request to make a contribution to the traffic management costs of the 2020 Holbrook Triathlon.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
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## **CORPORATE AND COMMUNITY SERVICES**

*Item 1 dealt with earlier in the meeting.*

### **2. DROUGHT RELIEF ASSISTANCE**

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

#### **REASON FOR REPORT**

To recommend the continuation of a relief package to residents affected by the current drought conditions.

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

Not applicable

#### **DISCUSSION**

As reported to the November 2018 and June 2019 Council Meetings, residents of Greater Hume Council are becoming increasingly impacted by the worsening drought conditions. One area of particular concern to many rural residents is access to potable water for domestic use.

Following consideration of this matter at the November 2018 meeting, Council adopted the following resolution

*5134 RESOLVED [Hicks/O'Neill]*

*That Council immediately introduce an initial drought relief package as follows.*

- 1. Residents of Greater Hume Council whose residence is not able to be connected to a reticulated water supply will be eligible to access Council operated stand-pipes at Jindera, Burrumbuttock, Brocklesby, Gerogery and Culcairn.*
- 2. Eligible residents will be issued with an appropriate electronic key at a reduced cost of \$100 (current cost is \$295), fully refundable when the resident no longer requires access to Council stand-pipes, OR, by 30 June 2019 whichever is the sooner on return of the key.*
- 3. All water purchased by eligible residents under this arrangement, including residents who already hold an electronic key, will be charged at the current minimum price of \$1.70kl*
- 4. Contractors delivering potable water to residents of Greater Hume Council will be charged \$1.70kl for water (as opposed to the current price of \$3.00kl), subject to confirmation being supplied by the contractor that the water was delivered for domestic use.*
- 5. This initial relief package will conclude 30 June 2019 at which time Council will consider further drought assistance should conditions remain unchanged or worsen.*

A further report was submitted to the June 2019 meeting whereby it was resolved to extend the drought relief package as adopted at the November 2018 Council Meeting for a further three months until 30 September 2019.

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DROUGHT RELIEF ASSISTANCE [CONT'D]

Since the introduction of the above relief package a considerable number of residents have taken advantage of the concessions offered and, despite some recent rainfall, demand for the delivery of potable water remains high. That being the case it is recommended that the current relief package be extended for the remainder of the 2019/2020 financial year, i.e. until 30 June 2020.

**BUDGET IMPLICATIONS**

The overall cost of this package is expected to have a minimal financial impact on the Greater Hume Council Water Scheme.

**CONCLUSION**

Since the introduction of the above relief package a considerable number of residents have taken advantage of the concessions offered and, despite some recent rainfall, demand for the delivery of potable water remains high. That being the case it is recommended that the current relief package be extended until 30 June 2020.

**RECOMMENDATION**

That the current drought relief package as adopted at the November 2018 Council Meeting be extended until 30 June 2020.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
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**3. POLICY DEVELOPMENTS**

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

**REASON FOR REPORT**

To present new and revised policies for consideration.

**REFERENCE TO DELIVERY PLAN ACTION**

Objective We lead a vibrant, connected and inclusive community

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

**DISCUSSION**

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

**1. Access to Information Policy (Revised policy)**

This policy has been reviewed and updated to ensure compliance with the Government Information (Public Access) Act 2009 (GIPA). Significant procedural commentary has been removed from the policy and included in Council's GIPA operating procedures.

**2. Access and Equity Policy (Policy to be revoked)**

It is recommended that the current Access and Equity Policy be revoked as the policy has been superseded by Council's Disability Inclusion Action Plan (DIAP).

**3. Criminal Record Check Policy (Policy to be revoked)**

It is recommended that the current Criminal Record Check Policy be revoked as the conditions of the policy relating to Child Related Employment are replicated in Council's Child Protection Policy and conditions relating to staff engaged in aged care are no longer applicable to Council.

**4. Emergency Service and Defence Force Reserve Leave Policy (Policy to be revoked)**

It is recommended that the current Emergency Service and Defence Force Reserve Leave Policy be revoked as the conditions of the policy are now dealt with under Clause 21c of the Local Government State Award 2017.

A copy of the revised Access to Information Policy is attached as **ANNEXURE 7**.

**BUDGET IMPLICATIONS**

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

**CONCLUSION**

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

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POLICY DEVELOPMENTS [CONT'D]

RECOMMENDATION

That:

1. The Greater Hume Council Access to Information Policy be adopted.
2. The Greater Hume Council Access and Equity Policy be revoked
3. The Greater Hume Council Criminal Record Check Policy be revoked
4. The Greater Hume Council Emergency Service and Defence Force Reserve Leave Policy be revoked.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
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**4. LICENCE – LOT 5 DP 250901 BAIRD STREET, CULCAIRN**

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

**REASON FOR REPORT**

To seek Council's approval to commence advertising for Expressions of Interest to enter into a licence for Lot 5 DP 250901, Baird Street, Culcairn.

**REFERENCE TO DELIVERY PLAN ACTION**

Nil.

**DISCUSSION**

The property is currently under a licence arrangement which is due to terminate 31 January 2020. It would be appropriate that Council seek Expressions of Interest to enter into a licence for Lot 5 DP 250901 for the purposes of grazing for a further period of twenty four months with the option to renew for an additional twelve month term. A plan detailing the location of the property is included as **ANNEXURE 8**. Lot 5 DP 250901 comprises approximately 20 ha.

The land is not currently used for Council purposes and leasing will optimise the use of the land for the benefit of the community. The terms and conditions of the agreement provides for adequate fencing and the maintenance and control of weeds and pests.

**BUDGET IMPLICATION**

The current rental is \$4,092 per annum including GST.

**CONCLUSION**

This report seeks Council's endorsement to advertise for Expressions of Interest to lease Lot 5 DP 250901 for the purposes of grazing for a period of twenty four months with the option to renew for a further twelve month term in accordance with the terms and conditions of the previous lease.

**RECOMMENDATION**

That Council seek Expressions of Interest for the lease of Lot 5 DP 250901 for the purpose of grazing for a period of twenty four months commencing 1 February 2020 with the option to renew for a further twelve month term in accordance with Council's standard terms and conditions as outlined in the Agreement.



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## **ENGINEERING**

### **1. POLICY DEVELOPMENTS**

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

#### **REASON FOR REPORT**

To present revised policies for consideration.

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

Not Applicable

#### **DISCUSSION**

Development and enhancement of Council's Policy Register is continuing. Apart from reformatting to Council's branding template, and some minor updates, as highlighted, no other changes have been made to the following policies included in **ANNEXURE 9** which are now presented for consideration by Council:

1. Bridge Naming Policy
2. Drinking Water Quality Policy

#### **BUDGET IMPLICATIONS**

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

#### **CONCLUSION**

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

#### **RECOMMENDATION**

That the following revised policies be adopted:

1. the Bridge Naming Policy
2. the Drinking Water Quality Policy.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
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**2. HENTY RAIL CROSSING PROJECT UPDATE**

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

**REASON FOR REPORT**

To provide Council with an update on the Henty Rail Crossing project and consider a proposal from Riverina Water for the construction of 1100m of new trunk watermain which is required to be built as part of the project.

**REFERENCE TO DELIVERY PLAN ACTION**

Objective Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community  
Outcome 4.1 Infrastructure and facilities meets the needs of our communities.

**DISCUSSION**

As Council would be aware on the 31 January 2019 the NSW Government announced funding of \$3.1M from the Regional Communities Development Fund towards the construction of new rail crossing north of Henty. This was the final part of the funding arrangements required to allow the Henty Rail Project to be constructed. Previously the Federal Government provided \$3.6M through the Heavy Vehicle Safety and Productivity Program (HVSP), and Council committed \$0.5M towards the \$7.2M project.

Due to its size and complexity Council advertised for consultants to undertake the project management of the overall project. Subsequently Council appointed GHD Pty Ltd (GHD) to manage the project following a competitive tendering process.

A summary report has been provided by GHD and is attached in **ANNEXURE 10**. The report details what works have been completed so far and what the future program of works is.

At this stage Council is still aiming to complete the crossing prior to harvest in 2020 (i.e. Nov/Dec 2020), however approval and construction of the rail components of the work are yet to be confirmed.

As shown in the attached report the major works to commence shortly are works associated with the realignment of the Olympic Highway. Prior to physical road works commencing, boundary fencing, tree removal and water main relocation is required to be undertaken.

As advised the installation of 1100m of new 300mm water main is required to be undertaken, as the new highway alignment places the highway carriageway directly on top of the existing Riverina Water trunk water main. As the main is the responsibility of Riverina Water, all new construction works in relation to the water main are required to be undertaken by Riverina Water. Riverina Water has provided a maximum cost estimate of \$270,000 (Ex GST) to undertake the relocation which is required to be completed prior to roadworks commencing on the Olympic Highway.

With roadworks due to commence in early January, Riverina Water has advised it can complete the required works prior to road works commencing subject to acceptance of their proposal.

It is noted that the value of the proposal is greater than the \$250,000 threshold under Section 55 of the Local Government Act, where tendering normally is required.

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HENTY RAIL CROSSING PROJECT UPDATE [CONT'D]

Council can enter into a contract with Riverina Water, as it is a Council under the definition of the Local Government Act, and the acceptance of a proposal from another Council is exempt under Section 55 of the Local Government Act.

**BUDGET IMPLICATION**

Current estimates for the proposed works associated with the crossing, indicate that all works should be able to undertaken within current funding parameters. However until detailed design work has been completed on the rail components of the project, no certainty of the final costs can be accurately determined.

**CONCLUSION**

As detailed in the report significant preliminary works have been undertaken with regard to the project, with preliminary proposed works starting in November with fencing, tree removal, and water main works to occur. The Olympic Highway realignment road works are planned commence in January with rail works proposed to commence later in 2020 subject to appropriate rail shut down periods being available.

**RECOMMENDATION**

That Council:

1. receive and note the report on the progress of the Henty Rail Crossing Project
2. accept the proposal from Riverina Water for the construction of 1100m of 300mm waterman for maximum cost of \$270,000.00 (Ex GST).

**ORDINARY MEETING OF GREATER HUME COUNCIL  
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**3. TENDER TL 01 – 2019/20 - KERB, DRAINAGE AND ASSOCIATED WORKS,  
HUME STREET, HOLBROOK**

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

**REASON FOR REPORT**

To consider tenders for the construction of kerb, drainage and associated works in Hume Street, Holbrook.

**REFERENCE TO DELIVERY PLAN ACTION**

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

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

**DISCUSSION**

This project is part of the Council 2019/20 Delivery Plan.

The works planned for this project include the replacement of kerb and channel and the provision of underground drainage between Wilson St and Albury St. The scope also covers the removal of trees on the northern side of Hume Street and the replacement of the existing footpath on the southern side.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed on Tuesday 24<sup>th</sup> September 2019. Five tenders were received via the Tenderlink portal.

Submitted prices ranged from \$167,685.00 to \$207,654.37. All prices are exclusive of GST.

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

No.	Name	\$ Quote
1.	Excell Gray Bruni	\$ 174,144.00 excl. GST
2.	Hurst Earthmoving	\$ 167,685.00 excl. GST
3.	Mitchell Constructions	\$ 196,058.30 excl. GST
4.	Sancon Civil	\$ 194,583.40 excl. GST
5.	Scope Project Consulting	\$ 207,654.37 excl. GST

One of the tenders exceeded the budget of \$200,000.00 exclusive of GST.

The tenders submitted by Excell Gray Bruni P/L and Hurst Earthmoving P/L were checked and were found to be mathematically correct.

Both of these contractors have previously performed work for Greater Hume Council. Mr Dallas Hurst attended a post-tender interview where it was confirmed that he was satisfied that they have the personnel and equipment to complete the project to the required standard in a safe and timely manner.

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TENDER TL 01 – 2019/20 - KERB, DRAINAGE AND ASSOCIATED WORKS, HUME STREET, HOLBROOK [CONT'D]

It is relevant to note that under the Council Local Preference Purchasing Policy Hurst Earthmoving P/L remains the preferred Tenderer.

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

**BUDGET IMPLICATION**

The tender price of \$167,685.00 (excl. GST) is consistent with the original project estimate and less than the budget amount.

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

**CONCLUSION**

Five tenders were received for the construction of the Hume Street kerb and drainage.

All five tenders were considered.

The tender submitted by Hurst Earthmoving P/L has been assessed and there is no technical or practical reason to conclude that Hurst Earthmoving P/L is not capable of completing the contract to the required standard and within a reasonable timeframe.

**RECOMMENDATION**

That:

1. the tender submitted by Hurst Earthmoving P/L of \$167,685.00 (excl. GST) be accepted.
2. the unsuccessful tenderers be notified.
3. the General Manager and the Mayor be authorised to sign the Contract with Hurst Earthmoving P/L.

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**4. TENDER TL 02 – 2019/20 STREET CONSTRUCTION OF MARKET STREET, WALLA WALLA**

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

**REASON FOR REPORT**

To consider tenders for the construction of kerb, drainage and associated works in Market Street, Walla Walla.

**REFERENCE TO DELIVERY PLAN ACTION**

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

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

**DISCUSSION**

This project is part of the Council 2019/20 Delivery Plan.

The works planned for this project include the reconstruction of the road pavement, replacement of kerb and channel between Herman St and Scholz St and the formalising of an existing floodway.

Advertisements were placed in the Sydney Morning Herald, Border Mail and on Tenderlink. Tenders closed on Tuesday 24<sup>th</sup> September 2019. Seven tenders were received via the Tenderlink portal.

Submitted prices ranged from \$149,652.50 to \$221,520.00. All prices are exclusive of GST.

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

No.	Name	Remarks
1.	AP Delaney & Co.	\$ 165,900.00 excl. GST
2.	Bede Hutchinson	\$ 221,520.00 excl. GST
3.	Excell Gray Bruni	\$ 178,590.00 excl. GST
4.	Hurst Earthmoving	\$ 169,764.00 excl. GST
5.	Longford Civil	\$ 149,652.50 excl. GST
6.	Mitchell Constructions	\$ 187,790.00 excl. GST
7.	Scope Project Consulting	\$ 200,761.53 excl. GST

Two of the tenders exceeded the budget of \$200,000.00 exclusive of GST.

Scrutiny of the remaining 5 tenders showed that the tender submitted by Longford Civil contained a number of significant omissions which artificially reduced their tendered price. Under Clause 2.7 of the contract documents Longford Civil were invited to present a post tender submission to rectify the omissions.

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TENDER TL 02 – 2019/20 STREET CONSTRUCTION OF MARKET STREET, WALLA WALLA [CONT'D]

The tender submitted by Longford Civil was revised to:

5.	Longford Civil	\$ 180,082.50 excl GST
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A table of the apportionment used to assess the tenders is **ENCLOSED SEPARATELY** for Councillors' information.

AP Delaney & Co is a well-established civil contractor based in Albury. Mr Rod Welsh from AP Delaney & Co attended a post-tender interview where it was confirmed that he was satisfied that they have the personnel and equipment to complete the project to the required standard in a safe and timely manner.

A sketch of the proposed works is attached as **ANNEXURE 11** for Councillors' information.

**BUDGET IMPLICATION**

The tender price of \$165,900.00 (excl.GST) is consistent with the original project estimate and less than the budget amount.

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

**CONCLUSION**

Seven tenders were received for the construction of the Market Street reconstruction.

All tenders were considered.

The tender submitted by AP Delaney & Co has been assessed and there is no technical or practical reason to conclude that AP Delaney & Co is not capable of completing the contract to the required standard and within a reasonable timeframe.

**RECOMMENDATION**

That:

1. the tender submitted by AP Delaney & Co of \$165,900.00 (excl. GST) be accepted.
2. the unsuccessful tenderers be notified.
3. the General Manager and the Mayor be authorised to sign the Contract with AP Delaney & Co.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
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## **ITEMS TO BE REFERRED TO CLOSED COUNCIL**

### **1. OPTION TO PURCHASE LAND AT CULCAIRN**

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

#### **REASON FOR REPORT**

For Council to consider entering into an 'Option to Purchase' future residential land at Culcairn.

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

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

Outcome 3.2 Our towns and villages are revitalised

#### **DISCUSSION**

Over the past 12 months Council has considered multiple reports on residential land availability in the shire, particularly in the townships of Culcairn, Henty, Holbrook and Walla Walla. The most recent of these reports was submitted to the May meeting of Council.

That report outlined discussions held with a landowner at Culcairn and a subsequent valuation undertaken on Council's behalf by Taylor Bryne.

At the May Council meeting the following was resolved:

*That:*

- 1. the General Manager be authorised to negotiate an offer to purchase land suitable for residential development at Culcairn for an amount similar to outlined in the Valuation Report prepared for Council by Taylor Byrne.*
- 2. a further report be submitted to Council for approval once terms for an option to purchase residential land at Culcairn have been negotiated.*

Since the May Council meeting negotiations have continued with a draft 'Deed of Call Option' being negotiated in line with the above resolution.

The proposed land acquisition would have the capacity for 90 to 110 residential lots that could be developed in stages of ten lots, similar to the proposed development of residential land at Walla Walla.

It is proposed that Council would apply for interest rate subsidy on a loan of \$1,000,000 (repayable over 10 years) that would enable the purchase of the land and the development of the first 10 lots. A business case would be built around an estimated lot list price of \$60,000 - \$70,000 with the sale of two lots annually required to meet loan repayments.

#### **BUDGET IMPLICATIONS**

Once the Deed of Call Option has been signed it is proposed to develop a business case that would support the development of residential land in Culcairn without impacting on the integrity of the overall budget.



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OPTION TO PURCHASE LAND AT CULCAIRN [CONT'D]

**CONCLUSION**

It is clear that if development is to occur in the northern parts of Greater Hume then it is most likely Council will need to take on the role of developer. Council does not currently own any residential land in Culcairn, therefore acquisition of potential land is required. Accordingly authority is sought for the General Manager to finalise the 'Deed of Call' Option with the willing landowner.

As consideration of authorising the General Manager to enter into The 'Deed of Call Option to purchase land with the willing selling is confidential in nature, it is recommended that the matter be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

**RECOMMENDATION**

That consideration of a 'Deed of Call' Option to purchase land with a willing selling at Culcairn be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

**REASON**

On balance the public interest in preserving the confidentiality of the potential seller of residential land at Culcairn outweighs the public interest in maintaining openness and transparency in Council decision making because the disclosure of this information could compromise the commercial position of Council in any future sales.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
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**2. OFFER TO PURCHASE LOT 106 JARICK WAY - JINDERA INDUSTRIAL ESTATE**

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

**REASON FOR REPORT**

For Council to consider an offer for Lot 106 comprising 5,332 sqm. at the Jindera Industrial Estate.

**REFERENCE TO DELIVERY PLAN ACTIONS**

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

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

**DISCUSSION**

Lot prices were set by Council at the December 2016 Council meeting. A copy of the Lot Plan is attached as **ANNEXURE 12** for Councillors' information.

To date five (5) sales have been achieved without any advertising or involvement of real estate agents acting on behalf of Council.

**BUDGET IMPLICATIONS**

This sale will continue to improve Council's cash flow of this development and provide resources for developments in other parts of the shire.

**CONCLUSION**

As the negotiation of the sale of lots at the Jindera Industrial Estate outside the parameters determined by Council at the December meeting 2016 is of a confidential nature, it is recommended that the matter be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

**RECOMMENDATION**

That consideration of the offer to purchase Lot 106 comprising 5,332 sqm. at the Jindera Industrial Estate be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

**REASON**

On balance the public interest in preserving the confidentiality of the offer to purchase Lot 106 comprising 5,332 sqm. at the Jindera Industrial Estate outweighs the public interest in maintaining openness and transparency in Council decision making because the disclosure of this information could compromise the commercial position of Council in any future sales.

**ORDINARY MEETING OF GREATER HUME COUNCIL  
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**3. OFFER TO PURCHASE LOT 102 JARICK WAY - JINDERA INDUSTRIAL ESTATE**

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

**REASON FOR REPORT**

For Council to consider an offer for Lot 102 comprising 3,251 sqm. at the Jindera Industrial Estate.

**REFERENCE TO DELIVERY PLAN ACTIONS**

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

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

**DISCUSSION**

Lot prices were set by Council at the December 2016 Council meeting. A copy of the Lot Plan is attached as **ANNEXURE 12** for Councillors' information.

To date five (5) sales have been achieved without any advertising or involvement of real estate agents acting on behalf of Council.

**BUDGET IMPLICATIONS**

This sale will continue to improve Council's cash flow of this development and provide resources for developments in other parts of the shire.

**CONCLUSION**

As the negotiation of the sale of lots at the Jindera Industrial Estate outside the parameters determined by Council at the December meeting 2016 is of a confidential nature, it is recommended that the matter be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

**RECOMMENDATION**

That consideration of the offer to purchase Lot 102 comprising 3,251 sqm. at the Jindera Industrial Estate be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

**REASON**

On balance the public interest in preserving the confidentiality of the offer to purchase Lot 102 comprising 3,251 sqm. at the Jindera Industrial Estate outweighs the public interest in maintaining openness and transparency in Council decision making because the disclosure of this information could compromise the commercial position of Council in any future sales.

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**OFFICERS' REPORTS – PART B – TO BE RECEIVED AND NOTED  
GOVERNANCE**

**1. ELECTIONS COSTS – 2020 LOCAL GOVERNMENT ELECTIONS**

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

**REASON FOR REPORT**

To update Council on the estimated election costs for the 2020 Local Government elections.

**REFERENCE TO DELIVERY PLAN ACTION**

Statutory matter.

**DISCUSSION**

At the September Council meeting it was resolved to appoint the NSW Electoral Commission to conduct the 2020 Local Government elections to be held on Saturday 12 September 2020.

Councillors were verbally advised at the September meeting that the Minister for Local Government had announced that the NSW State Government had determined to fund head office costs (staff payroll, training, election security, project management etc.) whilst local government councils would be responsible for direct cost (election staffing, ballot paper printing, venue hire, council specific advertising and voter information products). An amount of \$19.9m has been set aside for the NSW Government's contribution to head office costs.

Based on the actual cost to conduct the 2016 Local Government Elections was 58,074 the Writer was astonished that the NSW Electoral Commission estimate to conduct the 2020 Local Government election for Greater Hume was \$87,054.

The Table below outlines the cost increases of direct cost items:

<b>Cost item</b>	<b>2020 Estimate \$</b>	<b>2016 Actual \$</b>	<b>% variance</b>
Ballot papers	4,031	2,690	49%
Call Centre	3,433	973	253%
Event Management	1,506	396	280%
Event staffing	45,388	30,073	51%
Information technology	4,187	3,377	24%
Logistics	5,444	4,722	15%
Multi-area Polling	158	?	-
Postal voting	1,001	?	-
Venues	18,238	8,377	118%
Voter awareness	3,668	2,066	77%
*** Other costs (head office costs)	0	5,400	
<b>Total</b>	<b>87,054</b>	<b>58,074</b>	

**\*\*\* It is assumed that the Other Costs (head Office costs) are the costs now being underwritten by the NSW State Government**

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ELECTIONS COSTS – 2020 LOCAL GOVERNMENT ELECTIONS [CONT'D]

**\*\*\*\* Estimate does not include the cost of the Constitutional Referendum on whether ward boundaries should be retained.**

The media Release issued by the NSW Office of Local Government indicates that the weighted average cost per elector will be \$8.21 compared to an average weighted cost of \$12.72 if no NSW Government contribution was provided. Based on the estimate received the average cost per elector in Greater Hume will be \$11.43.

The Writer sought clarification from the NSW Electoral Commission on staffing and venue hire costs (highest increase by value) with the following response provided:

*Staffing: we apparently were breaching WH&S obligations in a number of areas here.*

*A polling place manager is expected to set up a polling place the night before an election on their own, moving tables, lifting boxes etc. and then locking up and leaving, often across a dark school field on their own. Many of our polling place managers are women. They are also expected to deliver all of the electoral materials to the returning office on election night at the end of a 15/16 hour day, check it all in and then drive home. Both situations were potentially dangerous. We've therefore added a deputy polling place manager to every venue.*

*The pay for election day staff has been below minimum award wages (based on a 14.5 hour day). In fact, we've been the second lowest paying electoral commission in the country. We've therefore had to lift the pay rate for election day staff (and it's still below that paid in Victoria and by the AEC).*

*We've reduced the table loadings for ordinary issuing staff (people who issue the ballot papers) because at 550 (ballot papers) per person per day it did not give them time to have their required breaks. That is now down to 450 (the AEC are at 400). That has required additional staff at some polling places.*

*We have now set a cap on when counting should stop on Saturday night at 10.30pm (regardless of the stage the counting is at). This is to prevent staff staying to ridiculous hours to finish a count and then driving home after a very long day and falling asleep at the wheel.*

*All of the above have caused an increase in the staffing costs.*

*Venues: the main venues we use are school halls. The Dept of Education has increased the rental cost for these by between 80% & 330%, dependent upon the size of the room/hall hired. Also, other non-school venues we've hired recently appear to be increasing at a higher rate than CPI.*

In the past Greater Hume, Albury, Tumbarumba and Corowa Councils' shared a Returning Officer (RO) and RO accommodation, however in 2016, due to amalgamations only Greater Hume and Albury shared an RO and RO accommodation.

The NSW Office of Local Government Media Release also advised amendments were made to the Local Government (General) Regulation 2005 to give Council the option of avoiding the cost of by-elections in the first 18 months of councils' term by filling vacancies by a countback.

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ELECTIONS COSTS – 2020 LOCAL GOVERNMENT ELECTIONS [CONT'D]

The NSW Government will also be consulting with councils early next year on extending to all councils the option of conducting their elections by universal postal voting instead of attendance voting by 2024.

**BUDGET IMPLICATIONS**

Costs associated with the conducting of ordinary council elections in September 2016 was \$58,074 (includes other costs directly paid by Council), however it should be noted that due to Council mergers only Albury City and Greater Hume held election in 2016. It was expected that the inclusion of Federation into a cost sharing arrangement would assist in limiting the cost for the September 2020 elections to some degree, however this has not materialised.

In addition a further \$8,000 to \$9,000 will be required for the Constitutional Referendum.

\$10,000 has been included in the 2019/2020 Budget and \$60,000 in the 2020/2021 Budget for Election costs. Based on the estimates provided by the NSW Electoral Commission the total costs for the 2020 Local Government election, including the constitutional referendum is expected to be in the vicinity of \$95,000.

**CONCLUSION**

Based on the actual cost to conduct the 2016 Local Government Elections was \$58,074, the Writer was astonished that the NSW Electoral Commission estimate to conduct the 2020 Local Government election for Greater Hume was \$87,054. With the estimated cost of the constitutional referendum of \$8,000 - \$9,000 the total cost of the 2020 Local Government elections is expected to be in the vicinity of \$95,000.

**RECOMMENDATION**

That the report be received and noted.

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**2. DISCLOSURE OF INTEREST RETURNS**

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

**REASON FOR REPORT**

The report contains the tabling of disclosure of interest returns in accordance with section 450A of the Local Government Act.

**REFERENCE TO DELIVERY PLAN ACTION**

Statutory matter.

**DISCUSSION**

The Register of Disclosures, containing completed Disclosures by Councillors and Designated Persons for the period 1 July 2018 to 30 June 2019 for elected representatives as at 30 June 2019, and designated officers as tabled as required by Section 450A of the Local Government Act 1993.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

A procedural matter only.

**RECOMMENDATION**

That the report be received and noted.

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## **ENGINEERING**

1. **2019 – 2020 SPRAYED SEALING WORKS GREATER HUME AND LOCKHART SHIRE COUNCILS**

**Report prepared by Manager Works – Ken Thompson**

### **REASON FOR REPORT**

To inform Councillors on the selection of a contractor for the provision of spray sealing works for Greater Hume and Lockhart 2019 - 2020.

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

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

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

### **DISCUSSION**

The provision of spray sealing (including resealing of roads, primer sealing of new roads and associated works) is a major activity of Council and is required to provide and maintain a quality and safe road network throughout the shire. Due to its nature, this work is mostly completed by specialist contractors. Council's normal process is to prepare a one year contract for the provision of such services. Council along with Lockhart have utilised Local Government Procurement (LGP) to undertake a tender process.

The benefit of a multi Council approach has been to lower the overall cost of sealing works due to the larger quantity of work to be completed. This year Greater Hume Council took on the role as the coordinator of the process for the submission and assessment of the Request for Quote (RFQ) for both Councils.

Following the RFQ process for this year four tenders were received for the works. From the four tenders received Bitupave Ltd trading as Boral have been accessed as the most competitive for both Council's. The schedules of rates that were submitted by the four tenderers and the tender assessment is **ENCLOSED SEPARATELY** for councillors' information.

This process has provided both Councils with an extremely competitive price for the works to be completed.

Total value for the works for both Councils is \$3,149,684.33 exclusive of GST, with Greater Hume Council's portion being \$2,161,308.75 exclusive of GST.

### **BUDGET IMPLICATION**

Council's current budget provides for the resealing and primer sealing of the Council road network including the completion of resealing and sealing of heavy patching works conducted under the Road Maintenance Council Contract with Transport for New South Wales on the State Road Network. The pricing proposed by the successful tender is comparative to the previous year's pricing.



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2019 – 2020 SPRAYED SEALING WORKS GREATER HUME AND LOCKHART SHIRE  
COUNCILS [CONT'D]

**CONCLUSION**

The tender received from Boral as shown is competitively priced from the four tenders received. Boral has been operating for 70 years and is a well-respected company. In this area they operate from a depot in Wagga Wagga and are accredited RMS contractors, they also operate there Management Systems under AS4801 for Safety, AS14001 for Environmental and AS9001 for Quality.

Council's participation in the LGP contract provides savings to both Councils.

**RECOMMENDATION**

That the report be received and noted.

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## **PART C - ITEMS FOR INFORMATION**

### **GOVERNANCE**

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

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

To inform Council and the community of upcoming workshop/briefing sessions which Councillors and senior staff attend and, where appropriate, stakeholders also attend. Workshops/briefing sessions are held in the absence of the public.

##### **DISCUSSION**

The current session dates are outlined in the table below.

<b>Workshop/Briefing Session date</b>	<b>Topic</b>
6 February 2019	Implications of Solar Farms in Greater Hume Council area.
13 February 2019	Roads Workshop
2 March 2019 (SATURDAY)	Shire Tour
6 March 2019	Preliminary Budget Workshop
13 March 2019	Final Roads Workshop
3 April 2019	Final Budget Workshop
1 May 2019	Waste Strategy Workshop
5 June 2019	Service Reviews and proposed Ward Boundary alterations
3 July 2019	Briefing on Local Strategic Planning Statements (LSPS) by NSW Planning Chief Planner
7 August 2019	LSPS Workshop with NSW Planning
14 August 2019	Jindera Multipurpose Hall Community Consultation
4 September 2019	Neoen – update on project
2 October 2019	Councillor Training Plans / Draft Local Strategic Statement Planning
30 October 2019	Consideration of Jindera Solar Farm Environmental Impact Statement (EIS)
6 November 2019	Presentation by FRV (Walla Walla Solar Farm proponent)

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

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

##### **BUDGET IMPLICATIONS**

Nil.

##### **CONCLUSION**

For Councillors' information.

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**2. OFFICE OF LOCAL GOVERNMENT CIRCULARS**

**REASON FOR REPORT**

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

**DISCUSSION**

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

19-26	Councils are invited to visit OLG's trade exhibition display booth at the LGNSW Conference 14-16 October, Warwick Farm
19-25	Penalties available to councils for code of conduct breaches by councillors
19-24	Ward boundary and name changes
19-23	Constitutional referendums and council polls
19-22	Government response to IPART's review of local government election costs
19-21	Release of IPC Guideline 1 Returns of Interests

For Councillors' information.

**3. LOCAL GOVERNMENT NEW SOUTH WALES (LGNSW) – WEEKLY CIRCULARS**

**REASON FOR REPORT**

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

**DISCUSSION**

A listing of topics of interest from recent circulars issued during June is provided on the LGNSW website. Distribution of the LGNSW newsletters has now moved to an electronic format.

Councillors or interested community members can directly access the full weekly publications via <https://www.lgnsw.org.au/news/local-government-weekly>

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

For Councillors' information.

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**4. TOURISM AND PROMOTIONS OFFICER'S REPORT**

**Report by Tourism and Promotions Officer – Kerrie Wise**

**REASON FOR REPORT**

To update councillors regarding working projects undertaken by the Tourism and Promotions Officer.

**DISCUSSION**

The report on projects being undertaken by the Tourism and Promotions Officer is attached at **ANNEXURE 13**.

**BUDGET IMPLICATIONS**

Nil.

**CONCLUSION**

For Councillors' information.

**CORPORATE AND COMMUNITY SERVICES**

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

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

**2. STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 30 SEPTEMBER 2019**

The statements of bank balances and investment report as at 30 September 2019 are attached at **ANNEXURE 14**.

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**3. PEOPLE & CULTURE (HR) REPORT FOR SEPTEMBER 2019**

**Report prepared by People and Culture Officer – Jessica Winnett**

**REASON FOR REPORT**

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

**REFERENCE TO DELIVERY PLAN ACTION**

Objective We lead a vibrant, connected and inclusive community

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

**LEGISLATION / POLICIES / PROCEDURES**

- Employee Health Monitoring Policy → Procedure – draft for consultation process during late 2019
- EEO Policy and Procedure – merged EEO and Anti-Discrimination Policy in draft
- Recruitment and Selection Policy – draft for consultation process during late 2019

**PLANNING**

- People & Culture Management System and Plan developed to guide future activities through a process of development, implementation, review and improvement
- Ongoing succession planning - Work Instructions being developed and documented for key activities performed by People & Culture
- LG NSW HR Network meeting/videoconference attended 12 December 2018 and 6 March 2019. Attendance is compromised as meetings are no longer being held in Wagga Wagga
- REROC Workforce Development meeting attended 27 June 2019, 26 September, next meeting; 28 November

**RECRUITMENT**

- Recruitment in progress:
  - Construction Overseer Jindera – applications closed 25 September –4 applicants interviewed on 15 October
  - Pool Lifeguards Various Locations – applications closed 23 September – 14 Lifeguards returning from 2018/2019 pool season, interviewing 6 applicants
- New employees commencing with Council:
  - Hunter Martin – Plant Operator - Holbrook (formerly Civil Construction Trainee)
  - Katie McCall – Early Childhood Educator – Henty
  - Janese McGown – Early Childhood Support Coordinator – PPT – Jindera
  - Laura White – Early Childhood Educator – Casual – Walla Walla
- Position/role changes with existing Council employees:
  - Craig Hall – Operations Overseer – Additional Construction Overseer Duties from 29 April until the commencement of Construction Overseer
  - Marc Haynes – Maintenance Overseer – Additional Maintenance Overseer Duties from 29 April until the commencement of Construction Overseer
  - Andrew McLeish – Plant Operator - Preferred Applicant for Internal Maintenance Grading Leading Hand – Culcairn
  - Bradley Morris – Plant Operator - Preferred Applicant for Internal Maintenance Grading Leading Hand – Jindera

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**PEOPLE & CULTURE (HR) REPORT FOR SEPTEMBER 2019 [CONT'D]**

- Wayne Webb – Plant Operator - Preferred Applicant for Internal Grader Operator – Holbrook Construction
- Steven Brand – Preferred Applicant for Internal EOI Store Person 12 Months Fixed Term – Culcairn
- Employees ceasing duties with Council:
  - Cloete van Wyk – Building Surveyor – Culcairn
- Positions advertised:
  - Internal EOI Store Person 12 Months Fixed Term Culcairn – 3 interviewed, 1 appointed
  - Construction Overseer Jindera – applications closed 25 September
  - Bridge and Drainage Ganger Jindera – applications closed 25 September
  - Road Maintenance Council Contract (RMCC) Coordinator Culcairn – applications closed 25 September
  - Building Surveyor Culcairn – applications closed 25 September

**WORKPLACE RELATIONS**

- Participate with Outdoor Staff quarterly meetings – meeting held on 13 June, All Staff Day held on 14 August, 12 September; next Outdoor meeting 5 December
- Coordinate and administer Consultative Committee – meeting held on 13 June, 12 September; next meeting 5 December
- Participate with Risk WHS Committee – meeting held 13 June, 12 September, next meeting; 5 December

**PROFESSIONAL DEVELOPMENT & LEARNING**

- Intermediate Microsoft Word 1 day course – 2 participants
- Advanced Excel 1 day course – 3 participants
- Human Resources and Industrial Relations Mentoring – 1 participant

**PERFORMANCE MANAGEMENT**

- Review of alternative Performance Appraisal processes used by other Councils and organisations with the intent to update/improve Council's existing process
  - Introduction to the proposed Performance Appraisal system, 'PULSE' via video conference to determine capabilities for 2019/2020 Appraisals
- Finalisation of completed Performance Appraisal documents and implementation of adjustments

**HEALTH & WELLBEING**

- Coordination of Phase 2 of Align Work Health Early Intervention Onsite Health and Wellbeing program. Program consists of a Physiotherapist and Health and Wellness Consultant visiting one central location (Culcairn Office) for 3 hours on a fortnightly, rotating basis for 12 weeks

**REVIEW & CONTINUOUS IMPROVEMENT**

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

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**4. GREATER HUME CHILDREN SERVICES – REPORT FOR SEPTEMBER 2019**

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

**REASON FOR REPORT**

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

**REFERENCE TO DELIVERY PLAN ACTION**

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

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

**DISCUSSION**

Service statistics as of 30 September 2019

<b>Greater Hume Children Services Family Day Care (FDC)</b>	<b>Mon – Fri</b>	
Educators	NSW - 42	Vic - 18
Educators working in the shire	8	
Families registered	570	
New families in month	19	
Children registered for care	856	
Average EFT	210	

<b>Henty</b>	<b>Mon - Fri 7.30am - 5.30pm</b>
Staff numbers	5 plus 1 casual
Families registered	26
Children registered	36
Average EFT ( children per day)	12.80

<b>Walla Walla</b>	<b>Mon - Wed : 7.30am - 5.30pm</b>
Staff numbers	3 staff
Families registered	15
Children registered	23
Average EFT( children per day)	10.33

Greater Hume Children Services has been successful in having nominations in the 2019 Excellence in Family day care awards for Educator of the Year, Coordinator of the Year and FDC Service of the Year, which is a huge achievement for our service, with one of our amazing educators Hayley Blomeley being shortlisted.

GHCS Walla Walla centre is now open five days a week from 7.30am till 5.30pm, Monday to Friday, with enrolments increasing each week, and the staff, children and families enjoying the new service.

GHCS Henty has been given dates for Assessment and Rating which will take place anywhere between 11 November and 31 January. Enrolments have stabilised but marketing and promoting of all GHCS services will increased for the start of 2020.

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**5. CHRISTMAS/NEW YEAR OFFICE CLOSURE PERIOD**

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

**REASON FOR REPORT**

To provide Councillors with information on the dates for the 2019/2020 Christmas/New Year office closure.

**REFERENCE TO DELIVERY PLAN ACTION**

Nil.

**DISCUSSION**

As Councillors would be aware, Council's offices and customer service centres have traditionally closed for the period between Christmas and New Year.

The 2019/2020 closure period will see Council's offices close from 4pm Tuesday, 24 December 2019 and reopen at 8.30am Thursday, 2 January 2020.

Closure dates will be advertised in Council's regular Public Notice advertisement and on the website and notices will be displayed at all customer service centres so as to fully inform residents and ratepayers of the office closure period.

**BUDGET IMPLICATION**

Nil.

**CONCLUSION**

For Councillors' Information

**6. LOCAL GOVERNMENT NSW 2019 CONFERENCE**

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

**REASON FOR REPORT**

To provide Councillors with a report on the 2019 Local Government Conference held at Warwick Farm Racecourse from Monday, 14 October to Wednesday, 16 October 2019.

**REFERENCE TO DELIVERY PLAN ACTIONS**

Objective We lead a vibrant, connected and inclusive community

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

**DISCUSSION**

The 2019 Local Government NSW Conference was held at Warwick Farm Racecourse from Monday 14 October to Wednesday 16 October 2019.

The conference opened with a Meet the Politicians breakfast which included addresses by the Premier, The Hon Gladys Berejiklian MP, the Minister for Local Government, The Hon Shelley Hancock MP, Leader of the Opposition, Ms Jodi McKay MP, Deputy Premier, The Hon John Barilaro MP, Minister for Water, Property and Housing, The Hon Melinda Pavey MP, Minister for Agriculture and Western NSW, The Hon Adam Marshall MP, Mr David Shoebridge MLC and Shadow Minister for Local Government, Mr Greg Warren MP.



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LOCAL GOVERNMENT NSW 2019 CONFERENCE [CONT'D]

Discussion from all speakers centred on the drought impacting on most rural councils in NSW. The most significant topic covered was the signing of an intergovernmental agreement between local government and state government aimed at improving collaboration and engagement and avoiding situations where changes are forced on local councils outside of the budgeting and strategic planning cycle.

The opening address on Day 2 of the conference was presented by The President of the Australian Local Government Association where it was emphasised that Financial Assistance Grants paid to local government has reduced from 1% of tax revenue in 1996 to 0.56% in 2018. Despite this reduction, total expenditure by local government has increased from \$8.8b in 1996 to \$37b in 2018. In addition, it was highlighted that local councils are responsible for 33% of public infrastructure including 75% of roads but only raise 3.6% of taxes.

Greater Hume Shire Council put three motions to Conference being:

1. Increase water capacity and storage
2. Introduction of Emergency Services Property Levy
3. Tying water entitlements to land titles and

Council's first two motions have been deemed Category One motions (subject to debate) but combined with other like motions. The remaining motion 'Tying water right to land title' has been deemed a Category Two motion and not subject to debate as it is either:

- Existing LGNSW Policy
- Supported by previous Conference resolutions or
- Subject to recent or ongoing representations from LGNSW.

As mentioned, Council's first motion on increased water capacity and storage was incorporated into a combined motion which was then subject to further amendment prior to conference debate including the tabling of an additional motion as follows:

*That Local Government NSW Call's for the development and implementation of integrated long term National, State Drought Policies and Plans. Elements of the policy must include:*

1. *A commitment to provide long term water security and related initiatives such as fodder banks*
2. *Bringing forward planned water infrastructure projects and identifying new infrastructure projects that will assist in providing long term security*
3. *Support for demand management and water saving initiatives down to the household level*
4. *Stronger support for emergency responses such as water carting*
5. *A review of Water Sharing Plans, particularly in relation to need for optimisation of the Management of environmental flows*
6. *Commitment to actively encourage councils is development of all policies and plans*
7. *Provision of funding for local government drought coordinators*
8. *Explicit recognition by the State and Federal Governments that they have a community service obligation (CSO) to subsidise water and sewerage infrastructure and services in small rural and regional communities*
9. *Increased provision of financial and mental health support for communities impacted by drought (supported by roadshows to make people aware of available assistance)*

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LOCAL GOVERNMENT NSW 2019 CONFERENCE [CONT'D]

There was considerable debate around the wording of the motion with a number of amendments being put forward. On being put to the vote, a rather complex motion was ultimately passed with the adopted motion incorporating the original motion as printed in the Conference agenda with the inclusion of all of the points 1 – 9 detailed above.

The second motion relating to the introduction of the Emergency Services Levy was passed unanimously.

**BUDGET IMPLICATIONS**

Nil

**CONCLUSION**

An administrative matter to provide a brief report to Council on the 2019 Local Government NSW Conference.

**RECOMMENDATION**

For Councillors' information.

## **ENGINEERING**

### **1. SEPTEMBER 2019 REPORT OF WORKS**

**Grants Program**

**State Roads Maintenance (RMCC):**

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

**Regional Roads Block Grant:**

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

Shoulder grading on Wagga Road (MR 211) has been completed.

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SEPTEMBER 2019 REPORT OF WORKS [CONT'D]

**Local Roads**

**Sealed:**

General maintenance on local roads is continuing.

Roadside spraying and roadside slashing program is continuing.

**Unsealed:**

Resheeting has been carried out on Echerina Road, Howlong Goombargana Road, Morebringer Lane, Narrabilla Road, Newton Road and River Road.

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

- Anderson Road
- Bloomfield Road
- Clifton Ring Road
- Fellow Hills Lane
- Gluepot Road
- Green Acres Road
- Heffernans Road
- Kings Bridge Road
- Kotzurs Road
- Reapers Road
- River Road
- Schlenkers Road
- Stonehaven Road
- Sutherland Road
- Taylors Road
- Wattlevale Road
- Yenschs Road

**Urban Streets:**

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

Street tree planting in Culcairn, Henty and Holbrook has been undertaken.

**General:**

General maintenance of public toilets and parks is continuing.

General Maintenance was carried out for Henty Machinery Field Days.

Replacement of signs on rural and urban streets is continuing.

**Monthly Works Maintenance Expenditure:**

Local Roads Program	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Urban Local Roads Maintenance	\$510,000	\$127,500	\$112,830	\$14,670	
Rural Roads Sealed	\$750,000	\$187,500	\$165,978	\$21,522	
Rural Roads Unsealed	\$1,109,467	\$277,367	\$326,604	-\$49,237	Extensive grading undetaken whilst weather conditions have been favourable
Street Tree Maintenance	\$242,536	\$60,634	\$56,731	\$3,903	

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SEPTEMBER 2019 REPORT OF WORKS [CONT'D]

Regional Roads Program	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Regional Roads Maintenance	\$999,000	\$249,750	\$326,825	-\$77,075	Extensive linemarking carried out for drought relief & safety improvements
Regional Roads Capital	\$1,734,000	\$433,500	\$63,459	\$370,041	

Sportsgrounds, Parks & Public Toilets	Original Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Sportsground Maintenance	127,957	31,989	42,715	-10,726	Additional work for skatepark openings and Annual Show events
Parks & Gardens Maintenance	284,251	71,063	73,244	-2,181	
Public Toilets Maintenance	157,664	39,416	31,642	7,774	

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

## **2. WATER & SEWER REPORT – SEPTEMBER 2019**

### **Capital Works Program:**

- Holbrook – sewer main relining – WIP
- Jindera – Recreation Ground sewer extension - Completed
- Holbrook SPS1 - Booster pump renewal - Completed
- Holbrook SPS1 - Vent pipe renewal – Completed
- Culcairn STW - Booster pump renewal – Completed
- Culcairn – Ezy dump point – Completed
- Henty STW - Booster pump renewal – Completed
- Henty Reuse - New water conditioner - Completed

### **Operation & Maintenance:**

- New water service connection – 6 Cade Crt, Jindera
- New water service connection – 245 Coogera Circuit, Jindera
- New water service connection – 71 Hueske Rd, Jindera
  
- Sewer rising main repair – Millswood Rd, Holbrook

### **Drinking Water Monitoring Program:**

- 8 x Water samples for Microbial Water Analysis submitted in the month of September 2019 for Villages and Culcairn Water Supply have all complied with the Australian Drinking Water Guidelines.

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WATER & SEWER REPORT – SEPTEMBER 2019 [CONT'D]

**Water Quality Complaints**

Date	Location	Problem	Action Taken
Nil to report			

**Water Supply Sourced and Used**

1 July 2019 – 30 September 2019	2017/2018	2018/2019	2019/2020
Culcairn Water Supply (ML)	24.37	29.50	29.96
Village Water Supply (ML)	61.94	70.83	64.84
<b>Totals (ML)</b>	<b>86.31</b>	<b>100.33</b>	<b>94.80</b>

**Drought Relief Assistance**

1 application received

**Filling Stations Transactions**

- Filling station sites - 15 transactions during the July 2019 period
- Filling station sites - 39 transactions during the August 2019 period
- Filling station sites -120 transactions during the September 2019 period

**Filling Stations Usage**

Station	July 2019	Aug 2019	Sept 2019
Culcairn	45.8	181.4	81.8
Jindera	37.6	72.9	214.8
Brocklesby	0.0	14.7	60.7
Burrumbuttock	1.3	0	41
Gerogery	0	0	18
<b>Totals (KL)</b>	<b>84.7</b>	<b>269.0</b>	<b>416.3</b>

**Filling Station Customer Usage**

Customer	July 2019	Aug 2019	Sept 2019
Council – Road Construction, Maintenance & Tree Watering	46.0	185.6	76.7
Contractors – Water Carters, Households & Roadworks	37.4	75.7	249.3
Residents	1.3	3.6	80.5
Fire Brigade (RFS)	0.0	4.1	908
<b>Totals (KL)</b>	<b>84.7</b>	<b>269.0</b>	<b>416.3</b>

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## **ENVIRONMENT AND PLANNING**

### **1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF SEPTEMBER 2019**

The schedule of development applications processed for the month of September 2019 is attached at **ANNEXURE 15**.

### **2. RANGER'S REPORT – SEPTEMBER 2019**

#### **COMPANION ANIMALS**

<b>No. of Complaints Received</b> 27		<b>Including: 3 barking dog, 21 roaming dogs, dealing with an aggressive dog, 2 nuisance dogs, 1 menacing and dangerous dog compliance check.</b>	
No. of dog attacks:	1	Location: Holbrook	2 dogs seen roaming, 4 sheep attacked sustaining fatal injuries, vets attended, dogs found, orders and fines issued.
Comments:			
		<b>Dogs</b>	<b>Cats</b>
<b>In Council's Facility at Beginning of Month</b>			
<b>Captured &amp; Returned to Owners</b>		4	
<b>Captured &amp; Impounded</b>		8	4
<b>Released from Pound to Owners</b>		5	2
<b>Surrendered by Owners</b>			
<b>Rehomed</b>		1	
<b>Euthanased</b>			2
<b>Remaining in Council's Facility at End of Month</b>		2	

#### **FERAL CATS**

<b>No. of Complaints:</b>	6
<b>No. Feral Cats caught: 4 Culcairn tip</b>	7

#### **LIVESTOCK**

	<b>Cattle</b>	<b>Sheep</b>	<b>Horse</b>	<b>Rooster</b>	<b>Other Goats</b>
<b>No. of Reports of Stock on Roads</b>	9	5	1		
<b>Instances - Returned to owners</b>	9	5	1		
<b>Impounded</b>					
<b>Vehicle accidents involving stock</b>					

#### **OTHER LIVESTOCK, WILDLIFE COMPLAINTS**

One kangaroo euthanased Woomargama Way.  
One kangaroo removed from Jindera Shopping Plaza.

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**RANGER'S REPORT [CONT'D]**

**ABANDONED VEHICLES**

Holbrook – one vehicle Impounded.  
7 vehicles sent for scrap metal.  
4 vehicles currently impounded.

**POLLUTION AND ENVIRONMENTAL INCIDENTS**

<b>Inspection conducted: Overgrown Vegetation Unsafe Land</b>	Inspections being conducted, 31 Notices of Intent sent.
<b>Pollution: Noise</b>	Jindera – barking dog ongoing monitoring.
<b>Pollution: Waste</b>	Jindera – Household waste. Removed by Council. Holbrook- old car parts Little Billabong.

**ON-SITE SEWERAGE MANAGEMENT SYSTEMS**

<b>Inspection Type</b>	<b>Total</b>	<b>Pass</b>	<b>Fail</b>
<b>OSMS Compliance Inspections</b>	5	3	2
<b>Pre-Purchase Inspections</b>	1		1
<b>OSMS Orders issued</b>	3		
<b>OSMS Orders Compliance Inspections</b>	8	7	1
<b>Plumbers Site Inspections</b>	2	2	
<b>OSMS Upgrade Applications Received</b>	2	2	
<b>OSMS Approvals To Do Works Issued</b>	4		
<b>OSMS Approvals To Operate Issued</b>	9		
<b>AWTS Service Contract Renewal Letters</b>			
<b>Local Government Application Approvals</b>			
<b>Local Government Approval Inspections</b>	2	2	
<b>Local Government Approval Soil Report Assessments</b>			
<b>OSMS Rate charge enquires</b>			

**OTHER WORKS CONDUCTED**

- Companion Animal Registrations continuing to come in from the correspondence sent and door knocking.
- RID online (Report Illegal Dumping online) updating with data entry.
- Property inspections unsightly and excessive cars.
- Holbrook and Culcairn Landfill site works and refuelling conducted.
- Landfill cameras checks and relief landfill attendants work at several sites.
- Assist RSPCA with companion animal and stock welfare issue.
- Duck licences for Culcairn and Holbrook pools are currently active.
- Illegal wood cutting inspections.
- Wymah and Holbrook Cemetery works conducted.

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**3. SENIOR WEEDS OFFICER'S REPORT- SEPTEMBER 2019**

- The following pools have been sprayed for Broadleaf weeds - Jindera, Walla Walla, Culcairn, Henty and Holbrook.
- Spraying of all waste depots has commenced throughout the shire.
- Monitoring of Alligator Weed along Mountain Creek in the Woomargama area.
- Controlling and monitoring of rabbit infestations throughout the Council area.
- General roadside and property inspections have been completed.
- Spraying of roadside shoulders commenced during August and will continue into October.

**PART D – COMMITTEE AND DELEGATE REPORTS**

Attached, in **ANNEXURE 16** are minutes of the following meetings:

- Minutes of Culcairn Community Development Committee Meeting held 24 September 2019
- Minutes of Henty Community Development Committee Meeting held 30 September 2019
- Greater Hume Council Audit, Risk and Improvement Committee Meeting held on 12 September 2019
- Minutes of Walla Walla Refugee Resettlement Committee held on 28 August 2019

**DELEGATE REPORTS**

Nil.

**RECOMMENDATION**

That Part D of the Agenda be received and noted.