



Greater
Hume
Council

To: «Name»

Ordinary Meeting of Greater Hume Council

Wednesday, 17 June 2020

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

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

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

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

STEVEN PINNUCK
GENERAL MANAGER

ORDER OF BUSINESS TO BE CONSIDERED
REFER OVERLEAF

Ordinary Meeting of Greater Hume Council

Wednesday, 17 June 2020

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

All present today are reminded that by speaking you are agreeing to your view and comments being recorded and published. You are also reminded that, if or when speaking, you are to be respectful to others and use appropriate language.

Greater Hume Council accepts no liability for any defamatory or offensive remarks or gestures during this Council Meeting.

BUSINESS:

1. OPENING THE MEETING

2. PRAYER

3. ACKNOWLEDGEMENT OF COUNTRY

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

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

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- Minutes of the Ordinary Meeting of Council – 20 May 2020

6. ACTION REPORT FROM THE MINUTES

7. DISCLOSURES OF INTERESTS

8. MAYORAL MINUTE(S)

9. NOTICES OF MOTIONS

10. REPORTS FROM OFFICERS

PART A For Determination

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

PART B To Be Received and Noted

- Governance

PART C Items For Information

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

11. MATTERS OF URGENCY

12. COMMITTEE OF THE WHOLE - CONFIDENTIAL CLOSED COUNCIL REPORT

13. CONCLUSION OF THE MEETING

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OFFICERS' REPORTS – PART A - FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. **AMENDMENT TO GREATER HUME LOCAL ENVIRONMENTAL PLAN 2012-
ZONING & MINIMUM LOT SIZE CHANGES FOR CULCAIRN**

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

The purpose of the report is for Council to resolve to seek from the Department of Planning, Industry and Environment (the Department) a Gateway Determination relating to a Planning Proposal to make a change to the Greater Hume Local Environmental Plan 2012 ("the LEP") for the zoning and minimum lot size of a number of allotments in the vicinity of Culcairn.

REFERENCE TO DELIVERY PLAN

Outcome 3.2 Our towns and villages re revitalised.

DISCUSSION

Since the completion of flood studies at Henty, Holbrook and Culcairn, Council has made a number of attempts to rezone land near these townships, from RU1 Primary Production to either residential zonings or rural zonings with reduced minimum lot sizes for the construction of a dwelling.

Unfortunately the Department has not been supportive of Council's previous attempts to rezone and there has been issues raised with the drafting of the documents, persisting concerns associated with flooding for some of the proposed sites and a lack of demand analysis to justify the rezoning.

In response to feedback from the Department, Council staff have identified that streamlining the submitted planning proposal by producing one for each of the respective townships will reduce the complexities of the issues that will need to be addressed and likely reduce the time for Council to achieve its objective of rezoning land. Consequently, Council will produce individual planning proposals to change zonings and minimum lot size for Culcairn, Holbrook, Henty and Morven.

Recently the Department has introduced the planning system acceleration program which has brought forward immediate reforms to the planning system to support productivity, investment and jobs during COVID-19. Some of these reforms include the fast-track assessments of State Significant Developments, Development Applications (DAs) and rezoning.

The planning proposal for Culcairn (**ANNEXURE 1**) has been prepared to utilise the planning system acceleration programme and is considered eligible as Council intends to proceed to the development application stage and commencement of works at C3 (subject to a full business plan being prepared to Council) which is the Walbundrie Road site.

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AMENDMENT TO GREATER HUME LOCAL ENVIRONMENTAL PLAN 2012- ZONING & MINIMUM LOT SIZE CHANGES FOR CULCAIRN [CONT'D]

It is an intended outcome of the Culcairn Planning Proposal to undertake the following

“The Planning Proposal seeks to reinstate changes to land zoning and lot size maps in around Culcairn. These changes were previously proposed as part of the new Standard Instrument GHLEP but deferred because of a major flood event in 2012 that raised questions as to the suitability of some land. The subsequent preparation of flood study for Culcairn now provides a definitive assessment as the impact of flooding on the nominated areas.”

Part 5 of the planning proposal outlines the community consultation that is proposed to be undertaken as the public exhibition process. The consultation will include providing written notification to landowners directly affected by proposed land use zone and minimum lot size changes.

BUDGET IMPLICATION

There is a cost in preparation of the Planning Proposal documents and their processing.

CONCLUSION

The Planning Proposal will result in a change to the Greater Hume Local Environmental Plan 2012 (“the LEP”) for the zoning and minimum lot size of a number of allotments in the vicinity of Culcairn.

RECOMMENDATION

That:

1. In accordance with Section 3.34 of the Environmental Planning and Assessment Act 1979 Council resolve to submit to the Department of Planning, Infrastructure & Environment the planning proposal for changes to the zoning and minimum lot size of a number of allotments in the vicinity of Culcairn and seek a Gateway Determination.
2. Council advise the Department that it would like to utilise its planning system acceleration program as Council intends to develop land at CU4 Walbundrie Road in a timely manner.
3. Council advise the Department that it will utilise its delegations under Section 3.36 of the Environmental Planning and Assessment Act 1979 to make or not make the plan.
4. Council resolve to exhibit the planning proposal in accordance with the Gateway Determination.

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**2. DEVELOPMENT APPLICATION 10.2020.40.1 – NEW MOTEL & FOOD BUSINESS
LOTS 1 & 2 SEC 13 DP758522 73-75 ALBURY STREET HOLBROOK**

Report prepared by Director Environment and Planning – Colin Kane

INTRODUCTION

Council is in receipt of a development application for a motel and food business (“the activity”) at Lots 1 and 2 Sec 13 DP758522 73-75 Albury Street Holbrook (“the subject land”). The applicant is D Upadhyay and the owner of the subject land is Bahuchar Pty Ltd.

This report represents an assessment of the application under the requirements of Part 4 of the *Environmental Planning and Assessment Act* 1979 (EP&A Act) and is being reported to Council because Council has received a number of submissions to the notification process.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

DESCRIPTION OF PROPOSAL

The subject proposal is to develop a 19 unit motel with an accompanying food business on the corner of Albury Street and Murray Street, Holbrook. The motel will include a manager’s living unit and reception area. On-site carparking is to be provided in a central court format with one entry/exit to Albury Street. The proposal allows for the building to be raised above the designated flood level overlay.

The subject land is a corner allotment which is relatively level on which there is a number of native and non-native trees. Site access is available via either Murray Street or Albury Street and is bounded by a laneway to the west and a vacant lot to the south.

The activity is to be undertaken in stages with the first stage proposed to be constructed on Lot 2 Sec 13 DP758522 and contain 9 motel units, reception and managers accommodation and approximately half of the carparking. Stage 2 will be another 6 motel units built at the rear of the property on the boundary with the public laneway. Stage 3 will be four more units setback 3 metres from the Murray Street frontage. The final stage is a takeaway and sandwich bar which would be constructed in the front of Lot 1 Sec 13 DP 758522 setback from the corner of Murray and Albury Streets.

CONSULTATION & REFERRAL PROCESS

The application was notified to all adjacent landowners on 14 April 2020, two submissions and a petition seeking a significant tree to be retained on the site were received. Consideration of the submissions is undertaken later in the report.

To comply with the requirements of Clause 101 of the State Environmental Planning Policy (Infrastructure) the application was referred to Transport for NSW. A response to that referral has been received granting conditional concurrence under Section 138 of the Roads Act.

A referral was made to Riverina Water and their requirements will be incorporated within the proposed conditions of consent.

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& 2 SEC 13 DP758522 73-75 ALBURY STREET HOLBROOK [CONT'D]

Internal referrals were made to Councils Engineering Department and their requirements pertaining to the sewerage system and stormwater system have been included within the proposed conditions of consent.

ASSESSMENT

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

**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 (Infrastructure) as mentioned Council referred the application for Transport NSW concurrence which has been granted under Section 138 of the Roads Act.

Local Environmental Plans

The *Greater Hume Local Environmental Plan 2012* ("the LEP") is the principal environmental planning instrument applicable to the property. The relevant matters of the LEP are addressed as follows.

Under the LEP the proposal is defined as a ***hotel or motel accommodation and take away food and drink premises***, which are both described below:

hotel or motel accommodation

A building or place (whether or not licensed premises under the Liquor Act 2007) that provides temporary or short-term accommodation on a commercial basis and that:

- a. Comprises room or self-contained suites, and
- b. May provide meals to guests or the general public and facilities for the parking of guests vehicles,

But does not include backpackers accommodation, a boarding house, bed and breakfast accommodation or farm stay accommodation.

take away food and drink premises

Premises that are predominately used for the preparation and retail sale of food or drink (or both) for immediate consumption away from the premises.

The subject land is zoned RU5 Village under the LEP within which a "***hotel or motel accommodation and take away food and drink premises***" is permissible with consent.

The objectives of the RU5 zone are:

- To provide for a range of land uses, services and facilities that are associated with a rural village.
- To protect the amenity of residents.

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The proposal is consistent with some of the objectives but has the potential to be inconsistent with others:

- It will provide additional services and facilities within the Holbrook township.
- If not properly managed there is the potential for detrimental impacts being experienced at neighbouring properties which would cause conflict between land uses within the zone.

Development Control Plans

The hotel or motel accommodation and take away food and drink premises is assessed against Chapter 4 Commercial Development of the Greater Hume Development Control Plan 2013.

Required Standard	Comments
Location <ul style="list-style-type: none"> • New commercial activities (including retail and office) to be located within the existing commercial centres and those centres identified within the adopted structure plans for each town or village. • Small businesses which principally service local neighbourhoods may be located outside of town centres where it is demonstrated that such services are necessary and appropriate • Commercial activities are encouraged in areas accessible to residents and visitors. 	<p>The subject land is not located within the Commercial area within the structure plan for Holbrook. However commercial activity is occurring along the entire length of Albury Street with interspersed dwellings. In this context the activity is considered acceptable. The activity will be very accessible to both residents and visitors.</p>
Appearance and design <ul style="list-style-type: none"> • Shopfronts are to be designed to be inviting and active at street level • Building facades facing the street are to contribute to the 'main street' commercial character of town centres. • Large expanse of blank or flat walls along a street frontage will be considered as incompatible with the objectives of these controls. • Car parking areas and access should be located behind the building frontage wherever possible. • Development is designed having regard to safety and where possible implements measure for Crime Prevention through Environment Design. 	<p>The activity is to be constructed of lightweight materials and it was a concern raised within the submissions that the activity would be unattractive. The author has requested perspective views of the development (refer to ANNEXURE 2). The perspective view shows that the combination of mixed lightweight materials and landscaping allows the activity to be reasonably attractive.</p> <p>Carparking is provided in the centre of the development which assists the appearance of the activity.</p> <p>The activity does not provide areas which cannot be overlooked and with adequate lighting there should be reasonable provision to minimise crime.</p>

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Required Standard	Comments
Landscaping <ul style="list-style-type: none"> • Developments that are set back from the street frontage shall incorporate appropriate landscaping with the front setback that enhances the visual quality and character of the street. • On-site car parking areas in excess of 10 spaces are to be provided with appropriate internal landscaping. 	<p>The plans for the activity incorporate landscaping on the Albury Street and Murray Street frontage and there is landscaping shown within the carpark area.</p> <p>Due to the staging of the activity, should the activity be approved it will be proposed in the conditions of consent that a temporary landscaping plan be submitted for consideration by Council to ensure that the appearance of the staged development is acceptable.</p>
Heritage <ul style="list-style-type: none"> • Developments adjoining and in the vicinity of a heritage item are to be designed to complement rather than detract or dominate. 	<p>The plans for the activity shows that it is all single storey development. The lightweight building materials which are proposed to be used will be acceptable.</p>
Signage <ul style="list-style-type: none"> • Signage to be kept to a minimum and appropriate for the type of commercial activity being undertaken. • Signage to be of a scale in proportion of the building (i.e. must not to dominate the building facade or street frontage). • Signage not to be a hazard for pedestrians or motorists. • Moving and/or flashing signs are to be avoided. 	<p>On the perspective view of the activity signage appears to be quite modest and should not cause a problem. Should the application be approved a condition would require further details on the signage to be provided.</p>

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Required Standard	Comments
Parking <ul style="list-style-type: none"> On-street parking to be provided for the length of street frontage of the development site. On-site car parking is to be located to the side or rear of the development. The total number of car parking spaces (on and off-street) to be provided at the rate required in Chapter 5 of the NSW Roads and Maritime Services guide, shown in Table 4.1 below. Parking spaces should be designed in accordance with Australian Standard 2890.1 and 2890.2. <ul style="list-style-type: none"> Car parks adjoining public land (including a road) shall be provided with a landscape strip at the interface. Car parking to be accessible at all times during the business hours of the premises. Car parks to be designed to provide pedestrian connectivity and minimise conflicts between vehicles and pedestrians. Loading facilities are to be located at the rear or side of the building and not adjacent to any residential property. Loading and unloading facilities are to be provided in accordance with the provisions of NSW Roads and Maritime Services guide. Loading and unloading areas are to be located separate from other vehicle manoeuvring areas, car parking areas and pedestrian movement areas. 	<p>The activity is assessed as complying with the standards for parking.</p>

The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality

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

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**DEVELOPMENT APPLICATION 10.2020.40.1 – NEW MOTEL & FOOD BUSINESS LOTS 1
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ISSUE		ACCE PT- ABLE	RESPONSE
Context setting	&	✓	<p>The site of the activity is located in an area of Holbrook wherein there are residential premises in close proximity and other businesses that include motels with restaurant and a large service station. Further to the north is a number of heritage buildings</p> <p>In this setting the activity is not out of context.</p>
Noise		✓	<p>Noise could emanate from the activity from the patrons and the air-conditioning units. Noise from patrons should be managed by the onsite management and if necessary the police.</p> <p>The author has asked for noise details on the air-conditioning units and believes that the noise will comply with the requirements stipulated by the EPA. Should the activity be approved then proposed conditions relating to management of noise would be included on the consent.</p>
Access parking	&	✓	<p>The activity has been referred to Transport for NSW who have issued their concurrence and conditions of consent.</p> <p>The provision for parking complies with the Greater Hume DCP provisions</p>
Roads & traffic		✓	Traffic generated by the activity will not impinge upon roads in the vicinity
Utilities		✓	All services can be provided with the availability of water being confirmed by Riverina Water and Councils engineering staff confirming that sewerage can be provided.
Heritage		✓	There are no heritage items in the vicinity of the activity however Council received a petition relating to a historically significant tree which will be retained.
Archaeology		✓	There are no known archaeological items at the activity site.
Stormwater		✓	Engineering has indicated that adequate arrangement have been made for stormwater management.
Soils & erosion		✓	Conditions of consent would be imposed.
Flora & fauna		✓	The vegetation on the site appears to be introduced grass species and trees. There are 2 Kurrajong trees in the front of Lot 1 and the largest of these will be retained.
Flooding		✓	The site is impacted upon by flooding and Councils engineering department has imposed a finished floor height that includes a freeboard allowance.
Bushfire		✓	The site is not mapped as bushfire prone..

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ISSUE	ACCE PT- ABLE	RESPONSE
Technological hazards	✓	
Safety, security & crime prevention	✓	
Privacy	✓	Privacy concerns have been raised within the submission and this issue is discussed in the response to submissions.
Landscaping	✓	The provision for landscaping is shown on the plans. Additional landscaping plans will be required to address the staging of the development.
Overshadowing	N/A	
Land resources	N/A	-

The suitability of the site for the development

The site for the proposed activity will be acceptable. There are a number of similar developments that continue to operate in Albury Street where there are nearby dwellings.

Any submissions made in accordance with this Act or the Regulations.

Two submissions were received objecting to the application and a petition was received seeking the retention of a large Kurrajong Tree (**ANNEXURE 2**). The issues raised from the submissions are summarised and responded to in the following table. The applicant was asked to address the issues raised and their response is also included in (**ANNEXURE 2**).

ISSUE	RESPONSE
Concern that a lack of provided parking and the layout of the provided parking will result in people parking in Murray Street.	As a result of modification to the proposed activity the number of car spaces that will be provided now complies with requirements. Council's engineers have commented that the layout of the parking can readily permit manoeuvring of vehicles.
Concern that at busy times people with trailers could park on Murray Street	As mentioned the carparking as provided meets requirements. It is conceded that people with longer vehicles could utilise street parking. This is more likely to be done in Albury Street however a small number of vehicles infrequently parking in the street should not cause a nuisance
People using the takeaway will park in Murray Street.	The design of the activity includes provision for onsite parking for the takeaway.

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ISSUE	RESPONSE
Additional litter arising from the use of the takeaway	Should the activity be approved then Council can require that the proponent provide waste receptacles.
Concern that removal of an existing street tree will result in a new tree being planted which will restrict drivers vision.	A new street tree does not have to be provided.
Noise and Privacy concerns	Excessive noise from patrons will be managed by the onsite managers and police. Noise from the room air-conditioners can be made to be compliant and a proposed condition of consent dealing with excessive noise can be included. Only small bathroom windows are present in the rear of the units. These windows are for light and ventilation and will not encourage people to look out.
Appearance of the activity is not consistent with other nearby development (particularly heritage buildings) and will devalue adjacent properties.	The activity is to be constructed of lightweight materials and is single storey. In the perspective plans the combination of a number of different lightweight materials and landscaping shows that the completed activity will be reasonably attractive
Concerns about the service yard and vehicles reversing onto Murray Street	The author enquired about the use of the service yard and was advised that it would be used to store wheelie bins which would be placed on the street for collection. The use of the yard for this purpose will not result in reversing vehicles. A condition about not using the laneway can be imposed upon the development consent.
Should the stage 2 building be allowed to be built right to the fenceline of the rear driveway. Should it not be a metre inside the boundary and then have a fence of sufficient size to block out the noise.	The National Construction Code allows commercial buildings to be constructed to the boundary line. In this instance the laneway provides some assistance to the activity. The design of the units is that the amenities are at the rear of the unit and this area incorporates a small window which is set 1500 mm above the floor. The air-conditioner units for the stage 2 building are located to the side of the building. It is considered that a fence in this circumstance would not achieve a significant reduction in noise. However a fence will be required to be provided around the perimeter of the land adjacent to the stage 2 building.
There is no manager residence on-site, so is there any security or supervision especially at night.	The plans show staff accommodation and additional information indicates the activity would be family run with additional employees providing assistance.

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ISSUE	RESPONSE
Are the sewerage lines up to handling additional demand?	Council Manager Water and Waste Water is satisfied that the sewerage system can accommodate the development and has provided conditions of consent.
Petition relating to the retention of Kurrajong Trees that are located in the front of Lot 1 at the corner of Mitchell and Albury Street	In response to the petition the author contacted the designer of the activity who has amended the plans to show the retention of the largest Kurrajong tree.

The public interest

The question of 'public interest' within the context of Section 4.15(1)(e) essentially requires consideration of the weight in the assessment to be given to the general public benefit of the proposal versus that of the general public detriment.

In this case there is a public benefit from the proposal as the activity will provide an additional place of accommodation to travellers who will contribute to the local economy. The food business may also draw more travellers into Holbrook who will also contribute to the economy and it will provide more variety in the food services provided within Holbrook. If the activity is adequately managed then there is not considered to be any public detriment.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

1. approve the application, with or without conditions;
2. defer the application for further information or redesign; or
3. refuse the application.

After considering the assessment requirements of Section 4.15 of the EP&A Act, the application is recommended for conditional approval.

RECOMMENDATION

Pursuant to Section 4.16 of the Environmental Planning and Assessment Act 1979 consent be granted to development application 10.2020.40.1 for a motel and food business at Lots 1 and 2 Sec 13 DP758522 73-75 Albury Street Holbrook, subject to the following conditions:

1 Compliance with Plans

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.

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& 2 SEC 13 DP758522 73-75 ALBURY STREET HOLBROOK [CONT'D]**

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 ISSUE OF A CONSTRUCTION CERTIFICATE

The following conditions of consent must be complied with prior to the issue of a construction certificate by a Certifying Authority. The Certifying Authority can be either Greater Hume Council or an Accredited Certifier. All necessary information to comply with the following conditions of consent must be submitted with the application for a construction certificate.

3 Section 7.12 Levy Development Contributions

Prior to the issue of a construction certificate, a receipt for the payment to Greater Hume Council of Section 7.12 Levy Contributions shall be submitted to the Certifying Authority.

The Section 7.12 Levy is calculated at 1% of the cost of development, as determined at the date of this consent. The total contribution to be paid has been calculated at \$12000 (Maybe Paid on Pro Rata Basis to correspond with the staging of the development).

NOTE: This amount may change if there is a delay with payment of the levy, as the cost of works is to be indexed before payment to reflect quarterly variations in the Consumer Price Index (CPI).

4 Outstanding Long Service Levy Fee

Prior to the issue of a construction certificate, a receipt for payment of the Long Service Levy (in accordance with the Building and Construction Industry Long Service Levy Payments Act 1986) shall be submitted to the Certifying Authority.

The Long Service Levy is calculated at 0.35% of the value of Building Works, as is in force at the date of this consent. The rate of calculation is subject to change and should be verified (and adjusted) at the date of payment.

Payment can be made to Greater Hume Council or direct to the Long Service Levy Corporation.

SERVICE PROVIDER REQUIREMENTS

5 Prior to the issue of a Construction Certificate the following service provider requirements shall be submitted to the Certifying Authority:

- a. Riverina Water – a Compliance Certificate from Riverina Water must be obtained.

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6 Consolidation of Allotments

Prior to issue of a construction certificate the applicant is to submit to the certifying authority proof that the Lots 1 and 2 Sec13 DP 758522 have been consolidated

7 Stormwater Management Plans

Prior to issue of a construction certificate the applicant is to submit to the certifying authority stormwater management plans that have been approved by Greater Hume Council which demonstrate the management of stormwater on the site and the conveyance of stormwater into Council's existing drainage on the corner of Nyhan and Murray Street.

8 Staged Landscaping Plans

Prior to the issue of a construction certificate the applicant is to submit to the certifying authority landscaping plans approved by Greater Hume Council showing how landscaping will be staged to correspond with the staging of the development. Landscaping should include side and rear perimeter fencing which is required except where a building is to be erected to the allotment boundary.

9 Flood Measures

Prior to issue of a Construction Certificate, a certificate shall be submitted to the Certifying Authority certifying that the building design can withstand the forces of floodwater including debris and buoyancy forces.

Construction plans are to indicate that the finished floor height of the building will be 260.99 AHD.

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 Council or an accredited certifier. All of these conditions are to be complied with prior to the commencement of any works on site.

10 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.

11 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.

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12 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.

13 Kerb and Gutter Protection

Prior to the commencement of any works on site, the developer shall provide and lay adequate footpath, kerb and gutter protection at all points of entry to the site in accordance with Council's Code of Protection of Footpaths and Erection of Hoardings. This protection shall be maintained in good condition throughout the course of construction.

14 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.

15 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 Council.

16 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.

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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.

17 Final Occupation Certificate Required

Prior to the commencement of any use and/or occupation of the subject development (whole or part), a 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, Construction Certificate or Complying Development Certificate.

18 Riverina Water Certificate Required

Prior to the issue of the Final Occupation Certificate, a certificate issued by Riverina Water shall be submitted to the Principal Certifying Authority.

19 Repair To Footpath

Prior to the issue of an occupation certificate the certifying authority is required to ensure that any footpath damaged during the construction of the development is repaired to the standards required by Greater Hume Council.

20 Payment Of Sewerage Development Service Charge

Prior to issue of an occupation certificate the applicant is to submit to the certifying authority proof that Development Servicing Charges for sewerage has been paid. The total cost of these charges is \$18,877.00 which maybe paid on a pro-rata basis to correspond with the staging of the development. The amount may change to correspond with the delay in payment of the charge.

21 Completion Of Landscaping And External Finishes

Prior to issue of an occupation certificate all external work detailed in the schedule of treatment/finishes and inclusive of the relevant staged landscaping is to be completed to the satisfaction of the Principal Certifying Authority.

22 Flooding Requirements

Prior to the issue of an Occupation Certificate the applicant is to submit to the Certifying Authority an AHD survey from a registered surveyor attesting that the finished floor height has achieved a height of 260.99 AHD.

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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 Council or an accredited certifier.

23 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.

24 No external sound amplification equipment or loudspeakers are to be used for the purposes of announcement, broadcast, playing of music, ringing of telephones or similar purpose.

25 The finishes of all structures are to be maintained at all times and any graffiti or vandalism immediately removed/repared

26 The approved development must not adversely affect the amenity of the neighbourhood in any way, including:

- a. the appearance of any building, works or materials used;
- b. the parking of motor vehicles;
- c. the hours of operation;
- d. electrical interference;
- e. the storage of chemicals, gasses or other hazardous materials; or
- f. emissions from the site inclusive of noise

27 Rubbish skips and the like must not be placed or allowed to remain in the view of the public. Offensive odour must not emit from any rubbish receptacle on the site.

28 All external lighting of the site, including to parking areas and buildings, must be located, directed, baffled and shielded and of such limited intensity that no nuisance or loss of amenity is caused to any person beyond the site.

29 All loading and unloading of vehicles shall take place entirely within the site and only within those areas designated as loading/unloading bays, as approved. Any vehicles waiting to be loaded/unloaded shall be located within boundaries of the subject land.

30 The applicant is required to submit a Trade Waste Application to Greater Hume Council (GHC) and upon approval enter into a Trade Waste Agreement with GHC.

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- 31 Vehicles servicing the motel and food business are not to utilise the laneway at the rear of the premises.
- 32 Adequate waste receptacles shall be provided in close proximity to the takeaway food premises.
- 33 Details of advertising is to be provided to Council for approval prior to its installation.
- 34 **Hours of Operation for “Takeaway Premises”**
The approved hours of operation for the use of the premises are:
Monday to Sunday: 6am – 9pm.
- 35 **Airconditioning Unit**
The operation of the approved air-conditioning unit shall operate so:
- a. As not to cause "offensive noise" as defined by the Dictionary of the Protection of the Environment Operations Act 1997;
 - b. As to be inaudible in neighbouring dwellings during the hours of 10:00pm to 7:00am on weekdays and 10:00pm to 8:00am on weekends and public holidays;
 - c. As not to discharge any condensate or moisture onto the ground surface of the premises or into a stormwater drainage system in contravention of the requirements of the Protection of the Environment Operations Act 1997.

FOOD CONDITIONS

- 36 **Compliance with Food Act 2003**
The premises shall comply with the requirements of the Food Act 2001, FSANZ Food Standards code, and the Australian Standard AS 4674-2004 (Design, Construction and Fit Out of Food Premises) prior to commencement of operations.
- 37 **Notify NSW Food Authority**
All food businesses in NSW must either:
- a. Hold a current NSW Food Authority licence (this applies only to specific food businesses in sectors covered by a Regulation under the Food Act 2003 (NSW); or
 - b. Notify the Authority of their food activity details: and
 - c. Have a nominated Food Safety Supervisor for the premises.
- 38 **Submission of an Annual Fire Safety Certificate**
The owner of any building in which fire safety measures are installed, must cause the Council to be given an annual fire safety statement, within 12 months after the last such statement or final fire safety certificate was issued.

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The certificate shall certify:

- a. that each essential fire safety measure has been assessed by a competent fire safety practitioner and was found, at the date of assessment, to be capable of performing to a standard not less than that required by the current fire safety schedule, and
- b. that a competent fire safety practitioner has inspected the building and when it was inspected, the condition of the building did not disclose any grounds for a prosecution under Division 7.

39 Riverina Water Conditions

- a. Additional fees and charges for water supply will be incurred by the proposed development.
- b. Developer must make application for water supply to the development.

40 Transport for NSW Conditions

- a. The off-street car park layout associated with the proposed development including driveway design and location, internal aisle widths, ramp grades, parking bay dimensions and loading bays are to be in accordance with AS 2890.1-2004 "Off-street car parking" and AS 2890.2-2002 "Off-street commercial vehicle facilities".
- b. As a minimum the proposed driveway to the subject site from Albury Street shall be constructed to a width of 6 metres to accommodate 2 way traffic and be line marked to delineate the ingress and egress traffic lanes. The driveway to the development site is to be constructed so that the formed vehicle path rises to the level of the pedestrian footpath along the frontage of the site and not have the footpath step down onto the roadway. As a minimum the driveway shall be sealed from the kerb & gutter to the property boundary.
- c. For road safety reasons, the layout of the development and any access driveway shall be designed to allow all vehicles to enter and exit the subject site in a forward direction and not be required to reverse onto the adjoining road reserve. Appropriate signage and line marking is to be installed and maintained to enforce this.
- d. Any landscaping, fencing or signage to be provided within the site or along the boundary with any adjoining road reserve is to be designed and maintained to provide safe sight distance to pedestrians for motorists entering and exiting the site to minimise conflict in accordance with AS2890.1-2004 "Off-street car parking".
- e. The number of on-site car parking spaces, including disabled parking, associated with subject development is to be in accordance with Council requirements. All car parking spaces required by the development are to be provided on site and not to be compensated by any on-street parking in the vicinity.
- f. All activities including, loading and unloading associated with this development shall take place within the subject site so as to minimise conflict with pedestrian and vehicles on the road network.

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- g. Any damage or disturbance to the road reserve of adjoining roads is to be restored to match surrounding landform in accordance with Council requirements.
- h. Suitable drainage treatment is to be implemented to retard any increased storm water run-off directly from the subject site on to the road reserve. Any access driveway is to be designed and constructed to prevent water from proceeding onto, or ponding on the carriageway of the adjoining roads.
- i. A management plan to address construction activity is to be prepared to ensure that suitable provision is available on site for all vehicles associated with the construction of the development to alleviate any need to park within, or load/unload from the road reserve of the Albury Street. The storage of any material within the road reserve is denied. Appropriate signage and fencing is to be installed and maintained to effect this requirement.
- j. Any works within the road reserve of the Albury Street which is a Classified Road requires concurrence from Transport for NSW under section 138 of the Roads Act 1993 prior to commencement of any such works. The developer is responsible for all public utility adjustment/relocation works, necessitated by the proposed development and as required by the various public utility authorities and/or their agents.
- k. Works associated with the proposed development shall be at no cost to Transport for NSW.

The submitted information provides limited details regarding any proposed advertising signage. Any advertising signage is to be assessed against and comply with the provisions of State Environmental Planning Policy (SEPP) No. 64 – Advertising and Signage., and the Department of Planning's Transport Corridor Outdoor Advertising and Signage Guidelines (July 2007). The following is appropriate unless the provisions for advertising structures under SEPP 64 apply.

- 1. Any signage shall be designed and located so as to comply with the following:
 - a. the sign display shall not include:
 - Any flashing lights,
 - Electronically changeable messages,
 - Animated display, moving parts or simulated movements.
 - Complex display that holds motorist's attention beyond "glance appreciation",
 - Display resembling traffic signs or signals, or giving instruction to traffic by using words such as 'halt' or 'stop';
 - b. The method and intensity of any illumination of the sign shall not be directed or transmitted in such concentration or intensity to cause distraction or glare to motorists.

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- c. The permissible level of reflectance of an advertisement is not to exceed the 'Minimum coefficients of Luminous intensity per unit area for Class 2A', as set out in Australian Standard AS/NZS 1906.1:2007;
- d. Any proposed sign and support structure shall be located wholly within the confines of the property boundaries and not protrude over any adjoining road reserve.
- e. Any proposed sign and support structure to be located within close proximity to a road reserve is required, as a minimum, to comply with the wind loading requirements as specified in AS1170.1 Structural design actions – Permanent, imposed and other actions and AS1170.2 Structural design actions – wind actions.
- f. Any proposed sign and support structure shall not obstruct any road regulatory, safety or directional signage in the vicinity,
- g. Any proposed sign and support structure shall not pose any risk to the safety of pedestrians or motorists.
- h. The development should be designed such that road traffic noise from classified roads is mitigated by durable materials, in accordance with the Environmental Protection Authority criteria 'The Environmental Criteria for Road Traffic Noise'. Where the EPA external noise criteria would not practically or reasonably be met, the following internal noise objectives for all habitable rooms under ventilated conditions complying with the requirements of the BCA should be complied with:
 - All sleeping rooms: 35 dB(A) Leq(9hr)
 - All other habitable rooms: 45 dB(A) Leq(15hr) and 40 dB(A) Leq(9hr).

Reason for Conditions

The above conditions have been imposed:

- (i) to ensure compliance with the terms of the environmental planning instruments;
- (ii) having regard for the requirements of any agency consulted as integrated development;
- (iii) having regard to Council's duties of consideration under Section 4.15 of the Environmental Planning and Assessment Act 1979, as well as Section 4.17 which authorises the imposing of the consent conditions; and
- (iv) having regard to the circumstances of the case and the public interest.

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**3. DEVELOPMENT APPLICATION 10.2020.78.1 CHANGE OF USE – WALBUNDRIE
SHOWGROUND BILLABONG STREET WALBUNDRIE**

Report prepared by Director Environment and Planning Colin Kane

REASON FOR REPORT

To advise Council that a development application has been received for a change of use at the Walbundrie Recreation Ground to facilitate an application for an 'on premises license' and the applicant is Susan Collins.

REFERENCE TO DELIVERY PLAN

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

DISCUSSION

Council has received a development application (**ANNEXURE 3**) from Susan Collins who is seeking to utilise the building at the Walbundrie Recreation Ground to serve meals and alcohol on a Friday and possibly Saturday nights on an ongoing basis. The development application will support a further application for an 'on premises license' to serve alcohol.

The reason for the request is that the local hotel has closed its doors until a buyer for the hotel is found. The applicant believes that it is imperative for peoples' mental health that there is somewhere to meet and be able to socialise.

The assessment of the application will be undertaken by delegation by the author however, it is considered that Councillors need to be aware of the change of the use for the building at the Walbundrie Recreation Ground. Council staff may also need to contact Council's insurers to advise of the change of use for the buildings at the Walbundrie Recreation Ground.

BUDGET IMPLICATION

No budget implications.

CONCLUSION

It is necessary for communities to have a place where people can gather to socialise with each other and the closure of the Walbundrie Hotel has meant that an alternate venue has needed to be found. It is considered that the use of Recreation Ground is the only viable alternative.

RECOMMENDATION

Council acknowledge that the buildings at the Walbundrie Recreation Ground will be used on an ongoing basis for the service of meals and alcohol on Friday and Saturday nights. Council endorse the determination of this application under staff delegation.

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4. PROPOSED VOLUNTARY PLANNING AGREEMENT FOR THE PROPOSED WALLA WALLA SOLAR FARM – FRV SERVICES PTY LTD

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

On 19 March 2020 Council received from FRV Service Pty Ltd (the proponent) a letter with confidential terms for a proposed Voluntary Planning Agreement (VPA) between Council and the proponent in respect of the proposed Walla Walla Solar Farm development. The letter was later publically released by the proponent in the response to submission for the Walla Walla Solar Farm April 2020. The purpose of this report is to permit Council to determine whether to provide “without prejudice” in principle support for the terms of the proposed VPA which is currently still under negotiation.

REFERENCE TO DELIVERY PLAN

Nil.

DISCUSSION

As mentioned, Council has received from the proponent details of a VPA in the form of a confidential letter for a VPA between Council and the proponent in respect of the Walla Walla Solar Farm Development. This letter was released by the proponent as an appendix to their Response to Submissions for the Walla Walla Solar Farm – April 2020.

The proponent is offering the VPA to Council to address an issue raised in Council’s response to the Notice of Exhibition of the EIS for the Walla Walla Solar Farm that a contribution commensurate with Greater Hume Council’s Section 7.12 Development Contribution Plan 2019 should be applicable.

Council staff has reviewed the terms of the offered VPA (**APPENDIX 4**) and consider that the proposed Council Payments and Community Fund are commensurate with a contribution that would payable under the Greater Hume Council’s Section 7.12 Development Contribution Plan 2019 and therefore should “without prejudice” be acceptable.

Council staff initiated the preparation of a draft VPA through its legal representatives and a draft VPA for the Walla Walla Solar Farm has been forwarded to the proponent who has sought some amendments. Negotiation as to the mechanics of the VPA are continuing.

To provide surety of payment over the period of the VPA, it is Council’s intention that the VPA be agreed to prior to any consent being granted so that the terms of the VPA can be a condition of consent.

BUDGET IMPLICATION

A cost will be incurred by both parties to prepare the VPA.

CONCLUSION

Council staff has reviewed the terms of a proposed VPA in the form of a letter from the proponent with respect to the planned Walla Walla Solar Farm. Should the Walla Walla Solar Farm be approved by the Department of Planning, Industry and Environment then “without prejudice” Council staff are of the opinion that the terms within the letter could form the basis of an acceptable VPA.

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PROPOSED VOLUNTARY PLANNING AGREEMENT FOR THE PROPOSED WALLA
WALLA SOLAR FARM – FRV SERVICES PTY LTD [CONT'D]

RECOMMENDATION

That:

1. Council confirm “without prejudice” that the terms of a draft VPA as depicted within a letter to Council dated 19 March from the proponent could be acceptable.
2. Council note that the final VPA will ultimately be signed subject to public exhibition and consent to the development being granted by the Department of Planning, Industry and Environment.

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GOVERNANCE

1. REQUEST TO WAIVE DEVELOPMENT APPLICATION FEES – HOLBROOK MENS SHED

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider waiving the Development Application and Construction Certificate fees for the construction of the proposed Holbrook Men's Shed building (the Men's Shed).

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Council is assisting the Men's Shed in the managing the construction of their building funded through the NSW Government's Loose Fill Asbestos Community Assistance program. It is proposed that Council levied fees for the project be waived. Total Development application fees for the project are \$3,005 of which the Council component is \$2,509. The State Government levied fees; Planning Reform Levy and Long Service Levy totaling \$496 will still be required to be funded from the project.

A copy of the Schedule of fees is included as **ANNEXURE 5** for Councillors' information.

Currently the Men's Shed conduct their activities from the former Railway Goods Shed in Wallace Street, Holbrook which is very small, does not have all abilities access or toilets and is not fit for purpose. The new building will include all abilities access, disabled amenities and a small kitchen area. The building layout and site plan are also attached for Councillors' information as **ANNEXURE 5**.

The Holbrook Men's Shed Inc. is a not for profit community group and in the past Council has waived application fees to these groups.

BUDGET IMPLICATION

\$2,509 in revenue waived.

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 waive \$2,509 for the Holbrook Men's Shed Inc. for the Development Application and Construction Certificate fees for the proposed Holbrook Men's Shed building at Enterprise Drive, Holbrook.

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

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Councillors of actions taken to implement COVID-19 relief measures since the April meeting.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

At the April meeting Council resolved the following:

1. That Council:

- *waive interest on outstanding rates and charges for the period 1 April 2020 to 30 June 2020.*
- *from 1 April to 30 June 2020 rent on commercial premises impacted by the COVID -19 pandemic be reduced by 50% where the business continues to trade in a limited capacity and 100% where the business temporarily ceases to trade.*
- *refer to the Budget Workshop the freezing of water, sewerage and waste collection charges.*
- *amend the Local Purchase Preference Policy to provide a minimum 10% weighting for local businesses to 31 December 2020.*

2. Further, that reports on the impact of COVID-19 be submitted to each monthly meeting of Council.

To date the following has been implemented for the 2019/2020 Financial Year:

Initiative	Estimated Cost \$	Comment
Waiving of interest on outstanding rates and charges	\$15,000	This effectively defers the payment of the 4 th rate instalment to 30 June 2020 for all ratepayers.
Reduction in rent of Council owned premises where the business has been impacted by the pandemic. <ul style="list-style-type: none"> • 50% reduction where the business continues to trade in a limited capacity • 100% where business ceases to trade 	\$9,300	Two businesses have temporarily closed and are not being charged any rent. Both businesses have indicated that they will reopen prior to 30 June 2020.
Freeze water, sewerage and domestic waste charges at 2019/2020 levels	\$178,000 (Full year)	Included in draft Budget 2020/2021 now on public exhibition.
Local purchase preferencing tolerance raised to 10%.	Unknown at this stage but can be quantified.	Staff involved in procurement have been advised in the temporary change in policy.

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

At the May meeting Councillors were advised that Management would endeavor to identify opportunities to develop relief measures targeted at residents most impacted by the COVID-19 pandemic.

However on 26 May 2020 the Office of Local Government issued Circular 20-19 – Information on Rating 2020-21. That circular advised that councils cannot charge interest on overdue rates from 1 July to 31 December after which time the applicable interest rate will be 7%.

The relevant part of Circular 20-19 states:

Maximum Interest Rate on Overdue Rates and Charges

*In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2020 to 31 December 2020 (inclusive) will be **0.0% per annum** and that the maximum rate of interest payable on overdue rates and charges for the period 1 January 2021 to 30 June 2021 (inclusive) will be **7.0% per annum**.*

The interest rate has been set at 0.0% for the first half of the 2020-21 financial year in response to the financial impacts faced by the community as a result of the COVID-19 Pandemic.

As this will allow any ratepayer the option of not paying their 2020/2021 Rates and Charges until 31 December without penalty, it is not known what impact this determination will have on Council's cash flow.

Based on collections for the first 11 months of the current financial year however, it is highly likely that Council will have a significantly lower collection rate in the 2020/2021 than what has previously been the case. A comparison of the of rates and charges collections is included in the table below.

	2018/2019	%	2019/2020	%
	\$		\$	
Total levied including Supplementary levies	10,610,031		11,131,274	
Total receipts to 31 May	9,886,346		9,903,870	
Outstanding as at 1 June	723,685	6.82%	1,227,404	11.03%

The decision to charge 0% interest rates will have a negative impact on Council's cash flow, however the exact impact is unknown at this stage. For Councillors information a monthly update will be provided to each Council meeting.

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

Whilst both businesses currently receiving a rent waiver are expected to reopen in the coming weeks, it is recommended that Council continue to offer the rental waiver into the new financial year in the event that either business is required to close as a result of COVID-19 over the next 6 months.

Initiative	Estimated Cost \$	Comment
Waiving of interest on outstanding rates and charges to 31 December 2020.	\$30,000	This can effectively defer the payment of 1 st and 2 nd rate installments to 31 December 2020 for all ratepayers.
Reduction in rent of Council owned premises where the business has been impacted by the pandemic. <ul style="list-style-type: none"> • 50% reduction where the business continues to trade in a limited capacity • 100% where business ceases to trade 	\$0	Two businesses have temporarily closed and are not being charged any rent. Both businesses have indicated that they will reopen prior to 30 June 2020.
Freeze water, sewerage and domestic waste charges at 2019/2020 levels	\$178,000 (Full year)	Included in draft Budget 2020/2021.
Local purchase preferencing tolerance raised to 10%.	Unknown at this stage but will be monitored.	Staff involved in procurement have been advised in the temporary change in policy.

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

BUDGET IMPLICATIONS

Council has established cost centres to capture costs of implementing COVID-19; expenses and relief measures which will be disclosed with future budget reviews.

In relation to the determination by the State Government to mandate 0% on outstanding rates and charges from 1 July 2020 to 31 December 2020 this will not have an impact on the 2020/2021 Budget as Council has not currently budgeted for any income from this source in the 2020/2021 Statement of Income and Expenditure. It is of concern however that if ratepayers choose not to pay rates through the 0% interest period they may have a large debt at 31 December that they may be unable to pay at that time.

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

CONCLUSION

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

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

At this point in time there has been a low level of enquiry from ratepayers seeking deferred payment arrangements however this may increase over the remainder of the calendar year. The level of enquiry will be monitored and reported periodically to Council.

RECOMMENDATION

That from 1 July to 31 December 2020 rent on commercial premises impacted by the COVID -19 pandemic be reduced by 50% where the business continues to trade in a limited capacity and 100% where the business temporarily ceases to trade.

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CORPORATE AND COMMUNITY SERVICES

1. DELIVERY PROGRAM 2017 / 2022 AND OPERATIONAL PLAN 2020 / 2021 INCLUDING ESTIMATES OF INCOME AND EXPENDITURE 2020 / 2024

Report prepared by David Smith – Director Corporate & Community Services

REASON FOR REPORT

To present the Draft Delivery Program 2017 / 2022, Draft Operational Plan 2020 / 2021 including estimates of income and expenditure 2020 / 2024 and Revenue Policy 2020 / 2021 for formal adoption by Council.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

Council's Draft Delivery Program 2017 / 2022, Draft Operational Plan 2020 / 2021 including estimates of income and expenditure 2020 / 2024 and Revenue Policy 2020 / 2021 have been on display for public comment with a number of submissions received.

At the time of preparing this report, a total of two submissions have been received in relation to budget priorities. Copies of each submission are included as **ANNEXURE 6**. The following table summarises the major items raised in each submission.

Submission Topic
Request to postpone the 2.6% rate increase and request for further information on Council's plant replacement program.
Concerns raised in relation to Council's rating strategy and the relationship between total rate yields in the Farmland and Residential categories.

Albury Wodonga Carer Accommodation Centre 'Hilltop'

As Councillors would appreciate, the Albury Wodonga Regional Cancer Centre provides an essential service to residents of Greater Hume LGA and the broader region of southern New South Wales and north-east Victoria. A key component of the cancer centre is the Albury Wodonga Carer Accommodation Centre 'Hilltop'.

Councillors have previously received a copy of correspondence from Alice Glachan in her capacity as Capital Fundraising Campaign Director (Hilltop) and the Fight Cancer Foundation seeking financial support from Council to assist in the ongoing operations of Hilltop. Ms Glachan has confirmed that over the past 23 months, 581 'bed nights' have been provided to residents from Greater Hume LGA which highlights the importance of Hilltop to individuals and families living our communities.

Management consider that an annual contribution of between \$3,000 and \$5,000 per annum for five years commencing 1 July 2020 is worthy of support and inclusion in Council's forward budgets.

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**DELIVERY PROGRAM 2017 / 2021 AND OPERATIONAL PLAN 2020 / 2021 INCLUDING
ESTIMATES OF INCOME AND EXPENDITURE 2020 / 2024 [CONT'D]**

Holbrook Sporting Complex Project

Advice has been received that the Australian Government will provide \$700,000 in funding towards the long-awaited refurbishments to the football and netball clubrooms at the Holbrook Sporting Complex.

The total cost of the project is estimated at \$1,500,000 and will be funded as follows:

Australian Government	\$ 700,000
NSW Government	\$ 400,000
Greater Hume Council	\$ 185,223* (<i>remaining funds from the sale of the Holbrook Hostel held in Reserve</i>)
NSW AFL	\$ 124,777
User Groups	<u>\$ 90,000</u>
Total	\$1,500,000

It is expected the funding documents will be received from the Australian Government over the coming weeks and once all documentation has been finalised the project will be incorporated into Council's capital works budget at the September 2020 budget review.

Resourcing Strategy

Council's Long Term Financial Plan has also been reviewed and updated to compliment the 2017/2022 Delivery Program and associated 2020/2021 Operational Plan.

CONCLUSION

The draft budget as presented provides for a small surplus in the 2020/2021 year. Council's 2017/2022 Delivery Program and associated 2020/2022 Operational Plan have been developed to include specific actions associated with the strategies and outcomes detailed in Council's Community Strategic Plan. The 2017/2022 Delivery Program and associated 2020/2021 Operational Plan also contains the key actions and strategies detailed in a number of key planning documents being the Community Health & Wellbeing Plan, Economic Development & Social Plan and the Disability Inclusion Action Plan.

RECOMMENDATION

That:

1. Council note and consider the public submissions made in respect to the 2017/2022 Delivery Program and 2020/2021 Draft Operational Plan.
2. The 2017/2022 Delivery Program and Resourcing Strategy incorporating the revised 2020/2021 – 2029/2030 Long Term Financial Plan be adopted
3. The 2020/2022 Draft Operational Plan incorporating estimates of income and expenditure 2020 / 2024 for Council's General, Sewerage and Water Supply Funds and the Draft Revenue Policy be adopted, subject to the inclusion of an annual contribution of \$5,000 to the Albury Wodonga Carer Accommodation Centre 'Hilltop' for a period of five (5) years.

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DELIVERY PROGRAM 2017 / 2021 AND OPERATIONAL PLAN 2020 / 2021 INCLUDING
ESTIMATES OF INCOME AND EXPENDITURE 2020 / 2024 [CONT'D]

4. Fees and Charges as advertised in the Draft Revenue Policy be implemented from 1 July 2020
5. In accordance with Section 535 of the Local Government Act 1993 Council **make** the following Rates and Charges for the period 1 July 2020 to 30 June 2021 -

ORDINARY RATES

Council **makes** the following rates for the rating year 1 July 2020 to 30 June 2021, comprising a base rate under Section 499 and an ad valorem amount under Section 498 of the Local Government Act 1993.

- a. **Residential** – An ordinary rate of zero point seven two four two four zero (0.724240) cents in the dollar on the land value in addition to a base amount of four hundred and one dollars (\$401.00) per assessment being forty nine point seven percent (49.7%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Residential” in accordance with Section 516 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Residential”.
- b. **Residential – Villages** – An ordinary rate of zero point four five six one three eight (0.456138) cents in the dollar on the land value in addition to a base amount of three hundred and nine dollars (\$309.00) per assessment being thirty nine point nine percent (39.9%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Residential” sub-category “Villages” in accordance with Section 516 and Section 529 (1) of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Residential – Villages”.
- c. **Residential – Rural** – An ordinary rate of zero point four zero zero six eight three (0.400683) cents in the dollar on the land value in addition to a base amount of three hundred and forty four dollars (\$344.00) per assessment being thirty point one percent (30.1%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Residential” sub-category “Rural” in accordance with Section 516 and Section 529(1) of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Residential – Rural”.

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DELIVERY PROGRAM 2017 / 2021 AND OPERATIONAL PLAN 2020 / 2021 INCLUDING
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- d. **Business** – An ordinary rate of zero point seven tree zero one four six (0.730146) cents in the dollar on the land value in addition to a base amount of four hundred and twenty tree dollars (\$423.00) per assessment being forty nine percent (49.0%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Business” in accordance with Section 518 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Business”.
- e. **Farmland – Ordinary** – An ordinary rate of zero point one seven eight one two four (0.178124) cents in the dollar on the land value in addition to a base amount of three hundred and fifty dollars (\$350.00) per assessment being fourteen point four percent (14.4%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Farmland” in accordance with Section 515 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Farmland – Ordinary”.
- f. **Farmland – High Intensity Forestry** – An ordinary rate of zero point nine one six two six three (0.916263) cents in the dollar on the land value in addition to a base amount of two hundred and nineteen dollars (\$219.00) per assessment being fifteen point six percent (15.6%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Farmland” sub-category “High Intensity Forestry” in accordance with Section 515 and Section 529(1) of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Farmland – High Intensity Forestry”.

WATER SUPPLY CHARGES

Council makes the water supply charges for the period 1 July 2020 to 30 June 2021 as follows.

- a. An annual water availability charge of two hundred and seventy four dollars (\$274.00) per assessment be charged on all strata, single residential and unmetered rateable land categorised Residential, Residential-Villages or Residential - Rural in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Water Access Charge”.

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**DELIVERY PROGRAM 2017 / 2021 AND OPERATIONAL PLAN 2020 / 2021 INCLUDING
ESTIMATES OF INCOME AND EXPENDITURE 2020 / 2024 [CONT'D]**

- b. An annual water availability charge based on water meter size for non-rateable and multi residential properties as follows:

PRICING STRUCTURE – GREATER HUME WATER SCHEME	
Component	2020/2021 Charges
Water Meter Size	
20mm	\$274.00
25mm	\$373.00
32mm	\$428.00
40mm	\$502.00
50mm	\$591.00
80mm	\$831.00

be charged per meter on all multi residential rateable land categorised as Residential, Residential-Villages or Residential - Rural in accordance with Section 501 and Section 552 of the Local Government Act 1993 and non-rateable land in accordance with Section 503 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Water Access Charge".

- c. An annual water availability charge of two hundred and seventy four dollars (\$274.00) be charged on all unmetered rateable land categorised as Business or Farmland in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Water Access Charge".
- d. An annual water availability charge based on water meter size as follows:

PRICING STRUCTURE – GREATER HUME WATER SCHEME	
Component	2020/2021 Charges
Water Meter Size	
20mm	\$274.00
25mm	\$373.00
32mm	\$428.00
40mm	\$502.00
50mm	\$591.00
80mm	\$831.00

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**DELIVERY PROGRAM 2017 / 2021 AND OPERATIONAL PLAN 2020 / 2021 INCLUDING
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be charged per meter on all rateable land categorised as Business or Farmland in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Water Access Charge".

- e. A water consumption charge per kilolitre as follows:

PRICING STRUCTURE – GREATER HUME WATER SCHEME	
Component	2020/2021 Charges
Usage Charge per KL \$	
< 200kl per kl	\$1.70
>200kl per kl	\$2.60

be charged on all metered assessments in accordance with Section 502 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Water Consumption".

SEWERAGE RATES

Council makes the sewerage charges for the period 1 July 2020 to 30 June 2021 as follows.

- a. An annual sewerage availability charge of five hundred and eight dollars (\$508.00) per assessment be charged on all strata, single residential and unmetered rateable land categorised Residential or Residential - Villages in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Sewer Access Charge".
- b. An annual sewerage availability charge based on water meter size for non-rateable assessments and multi residential properties as follows:

PRICING STRUCTURE – GREATER HUME SEWER SCHEME	
Component	2020/2021 Charges
Water Meter Size	
20mm	\$287.00
25mm	\$326.00
32mm	\$377.00
40mm	\$441.00
50mm	\$526.00
80mm	\$723.00

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**DELIVERY PROGRAM 2017 / 2021 AND OPERATIONAL PLAN 2020 / 2021 INCLUDING
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be charged per meter on all multi residential rateable land categorised as Residential or residential – Villages in accordance with Section 501 and Section 552 of the Local Government Act 1993 and non-rateable land in accordance with Section 503 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Sewer Access Charge”.

- c. An annual sewerage availability charge of five hundred and eight dollars (\$508.00) be charged on all unmetered rateable land categorised as Business in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Sewer Access Charge”.
- d. An annual sewerage availability charge based on water meter size as follows:

PRICING STRUCTURE – GREATER HUME SEWER SCHEME	
Component	2020/2021 Charges
Water Meter Size	
20mm	\$287.00
25mm	\$326.00
32mm	\$377.00
40mm	\$441.00
50mm	\$526.00
80mm	\$723.00

be charged per meter on all rateable land categorised as Business in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Sewer Access Charge”.

SEWERAGE RATES (continued)

- e. A sewerage usage charge per kilolitre will be charged on all non-residential metered assessments with sewerage discharge as follows:

PRICING STRUCTURE – GREATER HUME SEWER SCHEME	
Component	2020/2021 Charges
Usage Charge per KL \$	\$1.54 per kilolitre for all non-residential discharges.

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**DELIVERY PROGRAM 2017 / 2021 AND OPERATIONAL PLAN 2020 / 2021 INCLUDING
ESTIMATES OF INCOME AND EXPENDITURE 2020 / 2024 [CONT'D]**

be charged on all metered non-residential assessments with sewerage discharge subject to the aligned discharge factor in accordance with Section 502 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Non Residential Sewer Usage Charge".

- f. In accordance with Section 542 of the Local Government Act 1993 the minimum charge (being the combined total of the Sewer Access Charge and the Non Residential Sewer Usage Charge) applicable to non-residential metered assessments will be five hundred and eight dollars (\$508.00) for the period 1 July 2020 to 30 June 2021.

WASTE MANAGEMENT

Council makes the waste management charges for the period 1 July 2020 to 30 June 2021 as follows.

Residential

- a. A domestic waste management collection charge of two hundred and fifty seven dollars (\$257.00) per service be charged on all occupied rateable land other than land classified as Business which have a domestic waste management service available in accordance with Section 496 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Garbage – Domestic".

Commercial

- a. A commercial waste management collection charge of two hundred and seventy two dollars (\$272.00) per service in respect of each parcel of land to which a non-domestic waste management service (garbage and recycling) is both available and provided under Section 501 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Garbage – Commercial".
- b. A commercial waste management collection charge of two hundred and forty one dollars (\$241.00) per service in respect of each parcel of land to which a non-domestic waste management service (garbage only) is both available and provided under Section 502 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Waste – Garbage Only Service".
- c. A commercial waste management collection charge of one hundred and twenty eight dollars (\$128.00) per service in respect of each parcel of land to which a non-domestic waste management service (recycling only) is both available and provided under Section 502 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Waste – Recycling Only Service".

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DELIVERY PROGRAM 2017 / 2021 AND OPERATIONAL PLAN 2020 / 2021 INCLUDING
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WASTE MANAGEMENT (continued)

Vacant Land

- a. A waste management charge of forty dollars (\$40.00) per assessment be charged on all vacant rateable land located within designated domestic waste scavenging areas in accordance with Section 496 of the Local Government Act 1993 be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Garbage – Domestic Vacant Land".

ON SITE SEWAGE MANAGEMENT CHARGE

Council makes the on-site sewerage management charge for the period 1 July 2020 to 30 June 2021 as follows.

An on-site sewage management charge of thirty dollars (\$30) per annum in respect of each parcel of land or rateable assessment where a dwelling(s) or other occupied building(s) is/are connected to any form of on-site sewage management system or systems be now made for the period 1 July 2020 to 30 June 2021 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Onsite Sewage Management Chg".

INTEREST ON OVERDUE RATES AND CHARGES

In accordance with Section 566(3) of the Local Government Act 1993 the rate of interest to be charged on overdue rates and charges for the period 1 July 2020 to 31 December 2020 (inclusive) be set at zero percent (0.0%) per annum and that the rate of interest payable on overdue rates and charges for the period 1 January 2021 to 30 June 2021 (inclusive) be set at seven percent (7.0%) per annum on a daily simple interest basis.

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2. REQUESTS TO WAIVE FIREWOOD COLLECTION PERMIT FEE

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present a request from Ms Premani De Silva for Council to waive the fee payable for the issuing of a Firewood Collection Permit

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

Council has received correspondence from Premani De Silva requesting that Council waive the fee payable for the issuing of a Firewood Collection Permit. A copy of the correspondence received from Ms De Silva contains personal information and as such is **ENCLOSED SEPARATELY** for the information of Councillors.

The applicable annual fee for a Firewood Collection Permit is \$30. Whilst Ms De Silva's correspondence indicates that she is currently experiencing financial hardship the cost of the required Permit is relatively minimal and as such it is recommended that Council not accede to the request for the fee to be waived.

BUDGET IMPLICATIONS

Nil if the fee is not waived.

CONCLUSION

The applicable annual fee of \$30 for a Firewood Collection Permit is relatively minimal and as such it is recommended that Council not accede to the request for the fee to be waived.

RECOMMENDATION.

That Council not accede to the request from Ms Premani De Silva to waive the fee payable for the issuing of a Firewood Collection Permit.

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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

Nil

DISCUSSION

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

1. Bring Your Own Device Policy (Reviewed policy)

This policy was reviewed in accordance with policy review schedule.

Minor amendments have been made to include the addition of references to new policies, procedures and forms. A copy of the revised 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.

RECOMMENDATION

That the Greater Hume Council Bring Your Own Device Policy be adopted.

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ENGINEERING

1. JINGELIC AND CULCAIRN-HOLBROOK ROAD GRANT FUNDING PROPOSALS

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To advise Council of grants lodged by staff for works on Jingellic Road and Culcairn – Holbrook Road requiring a commitment from Council for 50% of the costs if successful.

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 Councillors are aware, a majority of funding for roadworks are made available through grants. In a majority of cases Councils are required to contribute a proportion of the overall project cost to show a sign of commitment to the project.

Council staff have recently lodged two grant proposals requiring a commitment of 50% of the cost of the project if successful.

These projects are:

1. Reconstruct and widen five (5) bridges at Wantagong on Jingellic Road for a total project cost of \$1,852,564.00 under the Australian Governments Bridges Renewal Program Round Five – Required Council contribution \$926,282.
2. Reconstruct and widen 1.95km of Culcairn – Holbrook Rd approximately 3km east of Morven for a total project cost of \$1,355,052.00 under the Heavy Vehicle Safety and Productivity Program Round Seven – Required Council contribution \$677,526.

Due to required lodgement timeframes staff had to provide evidence of Council financial commitment to the project (**SEE ANNEXURE 8**).

Normally a report would be provided first to Council prior to staff submitting an application to commit funds, however due to the tight time frames for lodgement, management was of the view that lodging the application was in the best interest of Council, as both projects have been previously identified by Council as high priority projects to complete.

Council was also recently advised that a grant for the Culcairn – Holbrook Road Project was unsuccessful under Fixing Country Roads Program Tranche 1 where Council had committed \$338,763 towards the project.

As announcements are not due until later this year, Council's submission has indicated if both projects are successful they will be undertaken during the 2021/22 financial year.

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ON WEDNESDAY, 17 JUNE 2020**

JINGELIC AND CULCAIRN-HOLBROOK ROAD GRANT FUNDING PROPOSALS [CONT'D]

As such Council's commitment will not affect the proposed 2020/21 budget, however funding will need to be committed in 2021/22 year. Currently no funding has been committed in the Council's proposed four year delivery program, however as both projects are on Regional Roads a proportion of Councils required commitment can be accommodated under Block Grant Program for Regional Roads for the Culcairn Holbrook Road Project, and under the REPAIR Grant for Regional Roads for the bridges on Jingellic Road (if successful for that year).

BUDGET IMPLICATIONS

No impact under current budget or proposed budget for 2020/21, however if successful, appropriate funds will need to be allocated in the 2021/22 budget to meet the required contributions under the grant. Options to fund these are possible under the Regional Road Block Grant Program or Regional Road Repair Grant Program if approved. Alternatives such as a contribution from Councils Roads to Recovery Program or loans may have to be considered if required.

CONCLUSION

Council has lodged grant applications totalling approximately \$3.2m for two significant road projects that has required Council commit to 50% of the cost if successful.

Due to timeframes for lodgement Council staff have been required to commit Council contributions of 50% of the cost of the projects if successful.

The two projects are:

1. Reconstruction and widening of five (5) bridges at Wantagong on Jingellic Road for a total project cost of \$1,852,564.00 under the Australian Governments Bridges Renewal Program Round Five – required Council contribution \$926,282.
2. Reconstruction and widening of 1.95km of Culcairn – Holbrook Rd approximately 3km east of Morven for a total project cost of \$1,355,052.00 under the Heavy Vehicle Safety and Productivity Program Round Seven – required Council contribution \$677,526.

RECOMMENDATION

That Council acknowledge the lodgement of grants by staff and commit to funding the required council contributions for following projects:

1. Reconstruction and widening of five (5) bridges at Wantagong on Jingellic Road for a total project cost of \$1,852,564.00 under the Australian Governments Bridges Renewal Program Round Five – required Council contribution \$926,282.
2. Reconstruction and widening of 1.95km of Culcairn – Holbrook Rd approximately 3km east of Morven for a total project cost of \$1,355,052.00 under the Heavy Vehicle Safety and Productivity Program Round Seven – required Council contribution \$677,526.

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2. TENDER TL 13 2019-2020 - FLOOD MITIGATION WORKS, INVESTIGATION AND DESIGN - JINDERA AND WALLA WALLA

Report prepared by Manager Traffic & Infrastructure – Michael Oliver

REASON FOR REPORT

To consider tenders for Jindera and Walla Walla Flood Mitigation – Investigation and Design Works 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 meet the needs of our communities.

DISCUSSION

As reported to Council at the November 2019 meeting, funding was provided to undertake the Jindera and Walla Walla Flood Mitigation - Investigation and Design Works Project (see **APPENDIX 9**). Subsequently staff prepared tender documentation and advertised using Tenderlink.

At the time of closing at 4pm on Wednesday 27 May 2020, Council had received six (6) tenders for the Jindera and Walla Walla Flood Mitigation - Investigation and Design Works through Council's E-Tendering Portal.

The tenders received were from Alluvium Consulting Australia Pty Ltd., Cardno (NSW/ACT) Pty Ltd., Storm Consulting (A division of Craig & Rhodes Pty Ltd), Dryside Engineering (Aust.) Pty Ltd., GHD Pty Ltd. and Royal Haskoning GHV Australia Pty Ltd.

Details of the six tenders are shown below:

		Ex. GST
Alluvium Consulting Australia Pty Ltd Lvl 1, 105-115 Dover Street, CREMORNE VIC 3121	Jindera	\$56,800.00
	Walla Walla	\$58,760.00
	TOTAL	\$115,560.00
Cardno (NSW/ACT) Pty Ltd Lvl 9 - The Forum 203 Pacific Hwy ST LEONARDS NSW 2065 AUSTRALIA	Jindera	\$98,432.00
	Walla Walla	\$107,272.00
	TOTAL	\$205,704.00
Storm Consulting Suite 7.01, Level 7, 3 Rider Blvd RHODES NSW 2138 AUSTRALIA	Jindera	\$91,530.00
	Walla Walla	\$92,780.00
	TOTAL	\$184,310.00
Dryside Engineering (Aust.) Pty Ltd Brunswick MELBOURNE, VIC 3056	Jindera	\$46,715.00
	Walla Walla	\$63,130.00
	TOTAL	\$109,845.00

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**TENDER TL 13 2019-2020 - FLOOD MITIGATION WORKS, INVESTIGATION AND DESIGN
- JINDERA AND WALLA WALLA [CONT'D]**

GHD Pty Ltd Suite 5, 105 Hume Street, WODONGA, VIC 3690 AUSTRALIA	Jindera Walla Walla	\$93,523.00 \$116,401.00
	TOTAL	\$209,924.00
Royal Haskoning GHV Australia Pty Ltd Level 3, 2 Market Street, NEWCASTLE NSW 2300 AUSTRALIA	Jindera	Alternate \$89,860.00 Complying \$129,570.00
	Walla Walla	Alternate \$94,000.00 Complying \$133,710.00
	TOTAL JINDERA	Alternate \$183,860.00
	TOTAL WALLA WALLA	Complying \$263,280.00

From tender evaluations (**ENCLOSED SEPARATELY**) undertaken with assistance from Department of Planning, Industry and Environment (DPIE) it was determined that the tender from Dryside Engineering (Aust.) Pty Ltd. was the most appropriate tender submitted.

All tenderers were considered suitable to undertake the work, and all had performed similar projects in the past successfully for other NSW Councils.

Dryside Engineering (Aust) Pty Ltd whilst a relatively new company is owned and managed by Ed Henty who is currently completing the Culcairn, Henty and Holbrook Flood Mitigation – Investigation and Design Works Project for Council on behalf of Cardno Pty Ltd. Ed Henty was an employee of Cardno until forming his own company recently. The work performed by Ed Henty on the Culcairn, Henty and Holbrook Project has been considered by staff to be of a high standard.

BUDGET IMPLICATION

The total estimated budget to undertake the project is \$140,000 (\$60,000 Jindera, \$80,000 Walla Walla) with the government grant totalling \$105,000, and Council contribution being \$35,000, based on a 4 to 1 split)

It is noted that the recommended tender from Dryside Engineering (Aust) Pty Ltd is less than the total budget, so there is no impact on Council's current budget.

CONCLUSION

It is expected to take approximately 12 months to complete the Jindera and Walla Walla Flood Mitigation Investigation and Design Works Project. Following completion of the project future grant applications for financial assistance through DPIE Floodplain Management Program can be submitted to implement the designated improvements to drainage infrastructure to help reduce future flooding in Jindera and Walla Walla

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**TENDER TL 13 2019-2020 - FLOOD MITIGATION WORKS, INVESTIGATION AND DESIGN
- JINDERA AND WALLA WALLA [CONT'D]**

RECOMMENDATION

That:

1. the tender from Dryside Engineering (Aust.) Pty Ltd for Flood Mitigation – Investigation and Design Works for the townships of Jindera and Walla Walla for \$109,845 (ex GST) be accepted
2. the unsuccessful tenders be notified.
3. the General Manager and Mayor be authorised to sign the Contract with Dryside Engineering (Aust.) Pty Ltd under the Common Seal of Council.

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ITEM TO BE REFERRED TO CLOSED COUNCIL

1. ENFORCEMENT OF COUNCIL ORDER - REMOVAL OF FIRE DAMAGED BUILDING DEBRIS AND IMPOSITION OF DEBT ON LAND – 13 DAY STREET HENTY

Report by Director Environment and Planning – Colin Kane

REASON FOR REPORT

This report advises of the need for Council to take action to give effect to a Council Order that required removal of a fire damaged dwelling and debris from 13 Day Street Henty.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

On 19 January 2019 Council issued an Emergency Order under the provision of the Environmental Planning and Assessment Act 1979 (the Act) to the owner of 13 Day Street Henty. The Emergency Order required the safe removal and the appropriate disposal of a fire damaged dwelling and debris (**ANNEXURE 10**).

Since the issue of the Emergency Order the owner of the premises has made no attempt to comply with the Emergency Order and has only contacted Council once to ask what assistance Council may provide to comply with the Order.

The property has the remains of a log timber structure, numerous cars and household rubbish littered across the property.

Council has sought one quote and is in the process of obtaining a second quote for the clean up of the property. It is Council's intention once all quotations have been received to remove all rubbish, fire affected debris and trees on the allotment and in order for Council to redeem the costs that are involved, to place a debt on the land.

It is considered essential that Council undertake the work required by the Emergency Order as considerable time has elapsed and the condition of 13 Day Street Henty is a safety issue for people in the vicinity, it would be a harbourage for vermin and likely effecting the amenity of neighbouring residents.

Section 33(1) of Schedule 5 of the Act permits Council to give effect to the terms of an Order and Section 34 outlines the recovery of the expenses by relevant enforcement authorities such as Council.

The removal of the fire damaged building and debris would permit the owner of 13 Day Street to better maintain or possibly sell the property.

BUDGET IMPLICATIONS

The clean-up costs for enforcing the Order will be in the vicinity of \$16,500 which will be recouped by placing a debt on the land.

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**ENFORCEMENT OF COUNCIL ORDER - REMOVAL OF FIRE DAMAGED BUILDING
DEBRIS AND IMPOSITION OF DEBT ON LAND – 13 DAY STREET HENTY [CONT'D]**

CONCLUSION

The allotment is very unsightly and has been for quite some time. Given the owner's failure to engage a contractor to remove the fire affected dwelling and the associated rubbish on the allotment, it is Council's intention to finalise obtaining quotations to enforce its Order and recoup the costs through placing a debt on the land.

It is recommended that the matter be referred to Closed Council in accordance with section 10A(2)(b) as the report deals with the personal hardship of a resident

RECOMMENDATION

That the matter of the enforcement of a Council Order be referred to Closed Council in accordance with section 10A(2)(b) as the report deals with the personal hardship of a resident.

REASON

The discussions to be had in relation to this matter deals with personal matters concerning a particular individual.

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

1. CORONAVIRUS (COVID-19) UPDATE – RESUMPTION OF COUNCIL SERVICES

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To update Councillors on the status of interruptions to Council services as a result of the COVID-19 pandemic.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

As the COVID-19 pandemic has improved across country, both the Australian and the NSW State Governments have announced a relaxation of restrictions that has enabled the recommencement of a number of Council services.

The following Council services have re-opened to the public:

- Visitor Information Centre at Holbrook from the week commencing 8 June.
- Customer Services Centres - Customer Service facilities reopened Monday 25 May
- Council libraries (with the exception of public access computers and the Mobile Library Service).
- Caravan parks and camping ground (with restrictions in accordance with the NSW Public Health Order)
- Playgrounds and skate parks
- All public toilets
- Access to Submarine deck at Holbrook.

Advisory signage has been installed at public toilets, playgrounds, the submarine and skate parks and at the Culcairn Caravan Park and primitive camping grounds throughout the Council area.

Access to the following services or facilities remain unavailable to the public at this stage include:

- Public access computers in libraries
- Mobile library service
- Community Halls, Sportsground buildings etc.

BUDGET IMPLICATIONS

The implication on current and future budgets is being monitored and will be reported to Council on a monthly basis.

CONCLUSION

As the COVID-19 pandemic has unfolded a number of Council services have been impacted either as a result of directions from the Australian or NSW State Government and/or to ensure the protection of Council staff.

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CORONAVIRUS (COVID-19) UPDATE – RESUMPTION OF COUNCIL SERVICES [CONT'D]

The remaining restrictions will remain in place until advice to the contrary is received from either the Australian or NSW State Government.

RECOMMENDATION

That the report be received and noted.

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PART C - ITEMS FOR INFORMATION

GOVERNANCE

1. WORKSHOP/BRIEFING SESSION SCHEDULE 2020/2021

REASON FOR REPORT

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

DISCUSSION

The current session dates are outlined in the table below.

Workshop/Briefing Session date	Topic
24 February 2020 (MONDAY)	Preliminary Roads Workshop
7 March 2020 (SATURDAY)	Shire Works and Roads Tour
11 March 2020	Preliminary Budget Workshop and consideration of Bush Fire Community Resilience & Economic Recovery Fund projects
1 April 2020	Final Roads Workshop
22 April 2020	Final Budget Workshop
6 May 2020	Extraordinary Council Meeting
13 May 2020	NSW Bushfire Inquiry
3 June 2020	Local Roads and Community Infrastructure Program
1 July 2020	Presentation by Trina Solar
29 July 2020	Update from Inland Rail (TBC)
5 August 2020	
2 September 2020	
7 October 2020	
4 November 2020	

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION For Councillors' information.

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1. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

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

DISCUSSION

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

- 20-16 Covid-19 Economic Stimulus Package
- 20-17 Relaxation Of Some Restrictions On The Attendance By Councillors And Staff At Council And Committee Meetings During The Covid-19 Pandemic
- 20-18 Important Changes For All Councils Made By The Covid-19 Legislative Amendment (Emergency Measures-Miscellaneous) Act No.2
- 20-19 Information About Ratings 2020-21
- GC-149 2020-21 Financial Assistance Grants (FAGS) – Advance Payment

2. 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 11**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

CORPORATE AND COMMUNITY SERVICES

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

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

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

The statement of bank balance and investment report as at 31 May 2020 is attached at **ANNEXURE 12**.

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

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

- Performance and Misconduct Policy – currently under review, alongside a draft accompanying Performance and Misconduct Procedure

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

PLANNING

- People & Culture Management System and Plan developed to guide future activities through a process of development, implementation, review and improvement
- Ongoing succession planning - Work Instructions being developed and documented for key activities performed by People & Culture
- REROC Workforce Development meeting - next meeting; 25 June 2020

RECRUITMENT

- Recruitment in progress:
 - Internal – Road Maintenance Council Contract (RMCC) Coordinator – Culcairn
 - Greater Hume Children Services – Early Childhood Educators and Casual Childcare Educators
- New employees commencing with Council:
 - Nil throughout May
- Position/role changes with existing Council employees:
 - Sam Harris – Plant Operator to Water Truck Driver – Jindera
- Employees ceasing duties with Council:
 - Nil throughout May
- Positions advertised:
 - Internal Expression of Interest – Water Wastewater Operator Backfill – Various Locations – applications closed 8 April, appointed 1

WORKPLACE RELATIONS

The following meetings were postponed from 11 June to 9 July due to COVID-19 restrictions:

- Participate with Outdoor Staff quarterly meetings – meeting held on 12 March; next Outdoor meeting 9 July 2020
- Coordinate and administer Consultative Committee – meeting held on 12 March; next meeting 9 July 2020
- Participate with Risk WHS Committee – meeting held 12 March; next meeting 9 July 2020

PROFESSIONAL DEVELOPMENT & LEARNING

- Human Resources and Industrial Relations Mentoring
- StateCover Riverina Network Meeting via Web Meeting
- Employment Law Seminar via Web Meeting
- All Staff training via Web Meeting for Pulse – Council's newly implemented Performance Appraisal System

PERFORMANCE MANAGEMENT

- Council's newly implemented Performance Appraisal System 'Pulse' went live to All Staff on 18 May 2020. The 2019/2020 Appraisal Period runs from 18 May to 30 June 2020, requiring all employees to complete an online Appraisal. Pulse offers a 3 step approach to completing Appraisals, including a reviewee, reviewer and final review phase to capture an in-depth response from Council employees, alongside the opportunity to self-reflect on the previous year.

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

HEALTH & WELLBEING

- Coordination of Phase 3 of Align Work Health Early Intervention Onsite Health and Wellbeing program. Program consists of a Physiotherapist and Health and Wellness Consultant. Currently, Health and Wellness Consultations take place electronically, via videoconferencing, whilst Physiotherapist consultations have recommenced face-to-face.

REVIEW & CONTINUOUS IMPROVEMENT

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

4. GREATER HUME CHILDREN SERVICES – REPORT FOR MAY 2020

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

Service statistics as of May 2020

Greater Hume Children Services Family Day Care (FDC)	Mon – Fri	
Educators	NSW - 40	Vic - 17
Educators working in the shire	7 (1 on maternity leave)	
New Families in Greater Hume	8	
Families registered	596	
GHS families registered	102	
New families since Jan	90	
Children registered for care	910	
Average EFT	196	

Henty	Mon - Fri 7.30am - 5.30pm	
Staff numbers	2 FT , 1 PT	
Families registered	25	
GHS families registered	25	
Children registered	30	

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5. GREATER HUME CHILDREN SERVICES – REPORT FOR MAY 2020

Walla Walla	Mon - Fri : 7.30am - 5.30pm
Staff numbers	1 FT, 3 PT
Families registered	33
GHS families registered	33
Children registered	47

Holbrook	Mon – Fri 6.45am -5.45pm
Staff numbers	5FT,1PT
Families registered	72
GHS families registered	72
Children registered	100

6. GREATER HUME LIBRARY SERVICES – REPORT FOR JUNE 2020

Report prepared by Library & Youth Services Team Leader – Susan Kane

REASON FOR REPORT

To inform Council on library membership and participation in library activities.

REFERENCE TO DELIVERY PLAN ACTION

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

Outcome 2.5 Council provides learning and development opportunities for all

DISCUSSION

Due to the COVID 19 Pandemic all libraries in NSW including Greater Hume Council Libraries were forced to shut their doors at the end of March 2020. However, while physical branches may have shut down, all library staff of the Greater Hume Council continued to offer a wealth of digital content with support from Riverina Regional Library.

All library members were encouraged to take advantage of an increased collection of online eResources and streaming programs offered by the libraries. Library staff provided online storytime sessions, and book reviews which were well received by the community. Library staff also stayed in touch with vulnerable members of the community by offering a Home Delivery Service and Click & Collect.

Libraries reopened from 1 June from Monday to Friday with minimal services including only issues and returning of collection items. Further programs and services will be made available to the community as restrictions are eased and on advice from the State Government and NSW State Library.

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GREATER HUME LIBRARY SERVICES – REPORT FOR JUNE 2020 [CONT'D]

Mobile Library Service

The Mobile Library Service vehicle is currently undergoing a refurbishment and will be off the road until early July 2020. It is anticipated that this time will coincide with the easing of social distancing restrictions. Home Delivery Services provided by the libraries include all towns and villages normally visited by the Mobile Library Service.

Social Media

Since the COVID-19 restrictions have been in place the 'GHCLibraries' Instagram page has gained over 100 followers. This results in a higher engagement and a wider reach through shares, reposts and likes (on Instagram the higher the engagement the wider the reach will grow organically).

Our organic reach is 400 accounts daily (over 300 more than our followers) through the use of our hashtags, reposts and high engagement strategy.

In an attempt to boost engagement a collection was developed as an 'Old Henty Photo' album in which daily throwbacks are posted of the township of Henty with a call to action to either comment on the difference, or name the people. This resulted in a jump in 'likes' on a post, it took the post reaches into the hundreds and encouraged more follows on the page.

NSW Trainee of the Year

Emily Jones Customers Service, Library Service and Youth Development Training has been selected as a finalist in the 2020 State Trainee of the Year. Emily was employed as a trainee from 2017 – 2019 and in late 2019 transitioned to Youth Officer for the Greater Hume Council. Emily will be notified of her success on 29 June 2020 via social media in lieu of a formal presentation in Sydney due to the COVID – 19 Pandemic.

Changes to Henty and Holbrook Libraries Opening Hours

From Wednesday 1 July 2020, Greater Hume Council Libraries at Henty and Holbrook will offer extended library opening hours during weekdays by remaining opened over lunch time breaks. These changes will enable greater access for library members and visitors and provide more consistency between library branches.

Both Henty and Holbrook Libraries will continue to open from 11am – 5.30pm Tuesday to Fridays, with no lunch time closure. This change will be welcomed by many Greater Hume Council library users who have previously been required to leave the library during the staff's mandatory lunch break.

The opening hours for all Greater Hume Council Libraries can be viewed on the Greater Hume Council website, Library Facebook pages and Instagram.

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GREATER HUME LIBRARY SERVICES – REPORT FOR JUNE 2020 [CONT'D]

Greater Hume Council Grant Success - Seniors Staying Connected In Times of Isolation

The NSW Government has awarded more than \$700,000 in funding for projects that reduce social isolation for seniors during COVID-19. This includes \$100,000 from the Ministerial Advisory Council on Ageing (MACA) for projects that support their work plan.

A total of 24 organisations including Greater Hume Council Library Services (from over 500 applications) have received funding to deliver innovative programs that help older people connect with each other, through online engagement or other methods that maintain social distancing.

The Greater Hume Council has received funding of \$22,860 to reduce isolation and loneliness by bringing seniors and the community together during COVID-19 and beyond. It will be geographically spread across the rural locations of Greater Hume Council. The project will use online communication tools as well as other methods for social connection.

BUDGET IMPLICATION

Operational costs for Council static and mobile library services are included in Council's recurrent budget. Changes to opening hours for the Henty and Holbrook Libraries will not increase operational costs for Greater Hume Council.

CONCLUSION

The Greater Hume Council Libraries have continued to operate during COVID – 19 providing a range of online programs and services for members of the community. Statistics indicate that all program and services provided have been well received by the community with an increase in followers for both Library Facebook and Instagram pages. The successful grant – Seniors Staying Connected in Times of Isolation will provide further opportunities for libraries to connect with lonely and isolated members of the community.

7. GREATER HUME YOUTH PROGRAMS AND EVENTS

Report prepared by Youth Officer – Emily Jones

REASON FOR REPORT

To inform Council on Youth events and programs presented to Council.

REFERENCE TO DELIVERY PLAN ACTION

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

Outcome 2.1 Welcoming, resilient and involved communities

DISCUSSION

The Greater Hume Council Youth Services and Youth Advisory Committees organise events and programs throughout the year in order to address the cultural, educational, recreational needs of the community.

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GREATER HUME YOUTH PROGRAMS AND EVENTS [CONT'D]

The Greater Hume Youth Officer has continued to work on and develop programs and activities that can be completed while working within the COVID-19 restrictions. Most activities due to be completed by June have been postponed until the end of the year or early next year to allow for maximum participation and safety for all involved.

The Greater Hume Youth Officer participated in the Headspace Push-Up Challenge through May to raise awareness for mental health. Five Greater Hume Youth Advisory Committee members also took part in the challenge to reach 3,046 push-ups in 21 days. The team was successful in reaching the target. The social media participation, reach and engagement entered into the 2000 in the lead up and throughout the challenge.

Preparations for the July School Holidays are almost completed and due to the restrictions all activities will be online this year. The Greater Hume Youth Officers have partnered with the Mindful Warrior to create videos to be uploaded onto the Youth Advisory Committee Facebook and Instagram pages. The video themes are; Yoga, Mindfulness and 'Get Back into Studying' to promote exercise, good mental health and help with the transition back into the classroom and give some motivation for the Year 12 students currently studying for their HSC.

The promotion for all youth events is reaching great numbers on the Facebook page. There are currently 309 page likes and over 1500 followers and reactions to the material. The GHC_YAC Instagram page has 1,700 impressions, a reach of 3,000 and over 67 constant followers in the time it has been live.

Youth Events and Training implemented from the Youth Action Plan from April 2020 to May 2020

Program	Month	Location	Participants
REROC Youth Meeting	April	Zoom	2

Future Actions to be implemented by 30 June 2020

Program	Month	Location
REROC Youth Meeting	June	Zoom

BUDGET IMPLICATION

Nil. Works are funded from budget allocations.

CONCLUSION

The Greater Hume Youth is constantly working to remain up to date with the issues and opportunities surrounding our young people. As the 21st century continues to change so must council when designing programs or events and especially when approaching our schools and committees. The Greater Hume Council Youth Development Officers are proactive in finding opportunities for young people to grow and develop within their local communities and to promote their achievements on a greater stage allowing others to see the abilities and opportunities within the Greater Hume for young people.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
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ON WEDNESDAY, 17 JUNE 2020**

ENGINEERING

1. MAY 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).

Road construction on the Henty Rail Crossing Project, north of Henty on MR78 has commenced.

Two culverts north of Verdale on MR78 are being replaced and an additional culvert is being cleaned, including a video inspection for TfNSW.

Tree removal has been completed on MR284 in the vicinity of Cararoo Road.

Regional Roads Block Grant:

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

Guardrail replacement on Jingellic Road (MR331) has been completed.

Local Roads

Sealed:

General maintenance on local roads is continuing.

Alma Park Road Rehabilitation which includes road widening, tree trimming, culvert widening and sealing has been completed.

Coach Road Rehabilitation is continuing. 1.1km has been sealed with a further 1.1km to be sealed in June. Guardrail installation will be undertaken in the new financial year, which will complete this stage of the Coach Road project.

Unsealed:

Gravel resheeting has been carried out on McGormans Lane, Howlong Goombargana Road, Fielder Moll Road and Brocklesby Goombargana Road. Taylors Road is expected to be carried out by mid June, with this completing all of the additional resheeting program works.

Maintenance grading has been carried out on the following roads during May:

- | | |
|----------------------------|-----------------------------|
| • Beckett Road | • Lemke Road |
| • Bethel Road | • Lieschkes Road |
| • Diffeys Road | • Mullemblah Road |
| • Dunwandren Lane | • Munyaplah Settlement Road |
| • Glenlea Road | • Orange Promise Road |
| • Howlong Goombargana Road | • Roachdale Road |
| • Humphreys Road | • Roblins Road |
| • Kensall Green Road | • Stonehaven Road |
| • Kleemans Road | • Trigg Road |

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REPORT OF WORKS [CONT'D]

Urban Streets:

General maintenance of urban streets including mowing is continuing.

General:

General maintenance of public toilets and parks is continuing.

All public toilets and parks have been reopened since the easing of COVID 19 restrictions. Temporary signage has been installed at playgrounds and skate parks to remind users of the facility to adhere to social distancing of 1.5m and continue sanitising regularly.

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

Monthly Works Maintenance Expenditure:

Local Roads Program	Current Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Urban Local Roads Maintenance	\$460,000	\$421,667	\$411,834	\$9,833	
Rural Roads Sealed	\$760,714	\$697,321	\$650,993	\$46,329	
Rural Roads Unsealed	\$1,204,467	\$1,104,095	\$1,171,030	-\$66,935	Continuation of extensive grading and reviewing costs at end of year
Street Tree Maintenance	\$242,536	\$222,325	\$221,630	\$694	

Regional Roads Program	Current Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Regional Roads Maintenance	\$1,072,580	\$893,198	\$726,226	\$256,972	
Regional Roads Capital	\$1,734,000	\$1,589,500	\$816,679	\$772,821	

Sportsgrounds, Parks & Public Toilets	Current Budget	YTD Budget	YTD Expenditure	YTD Variance	Comments
Sportsground Maintenance	\$137,957	\$126,461	\$134,330	-\$7,870	Monitoring of expenditure to year end
Parks & Gardens Maintenance	\$324,251	\$297,230	\$311,876	-\$14,646	Additional Costs from COVID signage
Public Toilets Maintenance	\$157,664	\$144,525	\$139,508	\$5,017	

NB : Sportsground Maintenance excludes annual GHC contribution payment

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2. WATER & SEWER REPORT – MAY 2020

Capital Works Program:

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

Operation & Maintenance:

- New water service connection – 74 Urana St, Jindera
- New water service connection – 38 Pomegranate Rd, Jindera
- New water service connection – 2 Frosty Lane, Jindera

- Water main repair – Charles St, Gerogery West
- Water main repair - 1737 Gerogery Rd, Gerogery West
- Water main repair – 145-147 Creek St, Jindera
- Water main repair – 110 Watson St, Jindera

- Sewer choke – 20 Sydney Rd, Holbrook
- Sewer choke – 8 Murray St, Holbrook
- Sewer choke – 6 Second Ave. Henty
- Sewer choke – SPS 2 Jindera

- IWCM - WIP

Drinking Water Monitoring Program:

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

Water Quality Complaints

Date	Location	Problem	Action Taken
Nil to report			

Water Supply Sourced and Used

1 July 2019 – 31 May 2020	2017/2018	2018/2019	2019/2020
Culcairn Water Supply (ML)	151.4	173.0	154.7
Village Water Supply (ML)	397.38	452.99	460.21
Totals (ML)	548.78	625.99	614.91

Drought Relief Assistance

No new applications received – May 2020

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WATER AND SEWER REPORT [CONT'D]

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 station sites - 299 transactions during the October 2019 period
- Filling station sites - 411 transactions during the November 2019 period
- Filling station sites - 596 transactions during the December 2019 period
- Filling station sites - 496 transactions during the January 2020 period
- Filling station sites - 299 transactions during the February 2020 period
- Filling station sites - 184 transactions during the March 2020 period
- Filling station sites - 107 transactions during the April 2020 period
- Filling station sites - 69 transactions during the May 2020 period

Filling Stations Usage

Station	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	April 2020	May 2020
Culcairn	45.8	181.4	81.8	648.5	342.8	703.1	357.7	527.5	367.8	239.3	401.4
Jindera	37.6	72.9	214.8	1421.2	1471.7	1538.2	1300.4	795.8	551.4	117.2	83.3
Brocklesby	0.0	14.7	60.7	114.4	180.7	103.6	71.8	45.8	2.4	246.5	10.8
Burrumbuttock	1.3	0	41	69.4	80.1	328	445.9	28.1	20.8	14.6	2.7
Gerogery	0	0	18	1.6	9.4	47	49.3	3.5	0	0	0
Totals (KL)	84.7	269.0	416.3	2255.1	2084.7	2719.9	2225.1	1400.7	942.4	617.6	498.2

Filling Station Customer Usage

Customer	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	April 2020	May 2020
Council – Road Construction, Maintenance & Tree Watering	46.0	185.6	76.7	605.6	245.9	561.3	79.3	281.6	361.2	246.9	392.69
Contractors – Water Carters, Households & Roadworks	37.4	75.7	249.3	1371.2	1601.0	1474.6	1200.3	767.2	524.9	344.1	90.54
Residents	1.3	3.6	80.5	269.5	211.5	666.1	914.3	342.3	54.8	13.3	14.97
Fire Brigade (RFS)	0.0	4.1	9.8	8.8	26.3	17.9	31.2	9.6	1.5	13.3	0
Totals (KL)	84.7	269.0	416.3	2255.1	2084.7	2719.9	2225.1	1400.7	942.4	617.6	498.2

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF MAY 2020

The schedule of development applications processed for the month of May 2020 is attached at **ANNEXURE 13**.

2. RANGER'S REPORT – MAY 2020

COMPANION ANIMALS

No. of Complaints Received		Including: 5 barking dogs, 15 roaming dogs, dealing with an aggressive dog, nuisance dogs, 2 menacing and dangerous dog compliance checks	
No. of dog attacks: 3		Location: Culcairn	Dog harassed a person in the street causing a minor injury. Nuisance Dog Order and infringement issued.
		Culcairn	Dog bit a family member of the owner. Dog was surrendered and euthanized.
		Culcairn	Dog bit a contractor doing work at the owner's address causing serious injury. Dog was euthanized
Comments:	<ul style="list-style-type: none"> • Appeal on a Dangerous Dog Order received. Order downgraded to a Menacing Dog Order. • 2 dogs microchipped. 		
		Dogs	Cats
In Council's Facility at Beginning of Month			
Captured & Returned to Owners		4	
Captured & Impounded		11	1
Released from Pound to Owners		8	
Surrendered by Owners		1	
Rehomed		1	1
Euthanized		3	
Remaining in Council's Facility at End of Month			

FERAL CATS

No. of Complaints:	3
No. Feral Cats caught:	4

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RANGER'S REPORT [CONT'D]

LIVESTOCK

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

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

Carabost – cow hit by a car.

Burrumbuttock - cow hit by a car.

ABANDONED VEHICLES

Holbrook – removed by owner.

Culcairn – removed by owner.

Jindera – removed by owner.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted.
Pollution: Noise	Holbrook – barking dogs monitoring. Gerogery West - barking sound meter installed. Jindera – barking ongoing monitoring. Culcairn - barking ongoing monitoring.
Pollution: Waste	Jindera – no owners found. Council to clean up

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections	2	2	
Pre-Purchase Inspections	3	1	2
OSMS Orders issued	3		
OSMS Orders Compliance Inspections			
Plumbers Site Inspections	1		
OSMS Upgrade Applications Received	2		
OSMS Approvals To Do Works Issued	2		
OSMS Approvals To Operate Issued	15		
AWTS Service Contract Renewal Letters			
Local Government Application Approvals			
Local Government Approval Inspections			
Local Government Approval Soil Report Assessments			
OSMS Rate charge enquires			
Septic Enquiry			
Solicitors letter			
Vacant Land checks	2	2	

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RANGER'S REPORT [CONT'D]

OTHER WORKS CONDUCTED

- RID online (Report Illegal Dumping online) updating with data entry.
- Property inspections unsightly and excessive cars.
- Holbrook and Culcairn Landfill site works, landfill water pump and refuelling conducted.
- Landfill camera checks and relief landfill attendants work at several sites.
- Gun Licence update for compliance requirements.
- Assist RSPCA with companion animal and stock welfare issue.
- Parking complaint in Jindera.
- Holbrook cemetery top up graves with topsoil.
- Prepare court briefs and affidavits.
- Completed illegal dumping training.
- Complete performance appraisal training.

3. SENIOR WEEDS OFFICER'S REPORT- MAY 2020

Planning of the 2020-2025 WAP has been completed for the Local Land Services and Department of Primary Industries and has been submitted to the DPI.

Control work of Coolatai Grass has commenced throughout the Council area.

Spraying of suckers on roadsides have been completed on the following roads:

- Urana Road
- Tunnel Road

Spraying of suckers has commenced on Jingellic Road.

Spraying of drains in Jindera and Walla Walla have been completed.

Control work of Date Palms and Olives is ongoing in the Moorwatha area.

Spraying of African Boxthorn is ongoing throughout the Council area.

Control work of Green Cestrum is ongoing along the Billabong Creek in the Walbundrie area.

Construction of the weeds shed in the Jindera depot has been completed.

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 throughout the Council area.