



Greater
Hume
Council

To: «Name»

Ordinary Meeting of Greater Hume Council

Wednesday, 21 October 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, residents are not be able to attend the Public Forum. 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 are 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, 21 October 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 – 16 September 2020
- Minutes of the Extraordinary Meeting of Council – 7 October 2020

6. ACTION REPORT FROM THE MINUTES

7. DISCLOSURES OF INTERESTS

8. NOTICES OF MOTIONS

9. REPORTS FROM OFFICERS

PART A For Determination

- Corporate and Community Services Item 1
- Environment and Planning
- Governance
- Corporate and Community Services Items 2 to 8
- Engineering
- Item to be referred to Closed Council
-

PART B To Be Received and Noted

- Governance
- Corporate and Community Services

PART C Items For Information

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

PART D Items for Information

10. MATTERS OF URGENCY

11. COMMITTEE OF THE WHOLE - CONFIDENTIAL CLOSED COUNCIL REPORT

12. CONCLUSION OF THE MEETING

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**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 21 OCTOBER 2020**

OFFICERS' REPORTS – PART A - FOR DETERMINATION

CORPORATE AND COMMUNITY SERVICES

1. PRESENTATION OF 2019/2020 FINANCIAL STATEMENTS

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To formally present the 2019/2020 Financial Statements and Auditors Reports to Council.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

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

DISCUSSION

Councillors will recall that a comprehensive report on the 2019/2020 Financial Statements was submitted to the September 2020 meeting of Council.

At that meeting, Council resolved to refer its 2019/2020 Financial Statements to Council's Auditor for audit. The auditor's reports were subsequently received by Council and have been attached to the General Purpose and Special Purpose Financial Statements in accordance with Section 417(1) of the Local Government Act 1993.

The audited Financial Statements and a copy of the Auditor's Reports have been available for public inspection at Council's offices and libraries and on Council's website since 9 October 2020. As required by Section 418 of the Act, Council must give seven (7) days public notice for the meeting at which it presents the Audited Financial Statements and Auditor's Reports. The public notice appeared in The Border Mail newspaper on Saturday 10 October, 2020. Section 420 of the Act requires that all submissions in respect of the audited Financial Statements must be in writing and must be lodged with Council within seven (7) days after the October 2019 Council Meeting. Copies of all submissions received must be referred to Council's Auditor. At the time of preparing this report no submissions had been received.

The Audit reports and financial statements have been forwarded to the Office of Local Government (OLG) with receipt confirmed on 9 October 2019.

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

Council's external auditor, Mr Brad Bohun from Crowe will be in attendance at the Council Meeting to provide Councillors with a report on the conduct of the audit and the financial result for the year ending 30 June 2020.

BUDGET IMPLICATIONS

Nil.

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PRESENTATION OF 2019/2020 FINANCIAL STATEMENTS [CONT'D]

CONCLUSION

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

RECOMMENDATION

That:

1. In accordance with Section 419 (1) of the Local Government Act 1993, the audited Financial Statements and the Auditor's Reports for the year ended 30 June 2020 are hereby received and noted.
2. If applicable, a further report be presented to the November 2020 Council Meeting detailing any submissions received in respect of Council's audited Financial Statements.

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ENVIRONMENT AND PLANNING

1. **DEVELOPMENT APPLICATION 10.2020.128.1 – CHANGE OF USE – METAL FABRICATION BUSINESS LOT 25 DP1099296 – YANKEE CROSSING ROAD HENTY**

Report prepared by Environmental Health & Building Surveyor – Sharyn Coulston

INTRODUCTION

Council is in receipt of a development application for a Change of Use – Metal Fabrication Business. The site is Yankee Crossing Road described as Lot 25 DP1099296 (“the subject land”). The applicant is CA Willis and landowners are Jetogo 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 of objections to the proposal being received (refer to **ANNEXURE 1**).

REFERENCE TO DELIVERY PLAN

None relevant.

DISCUSSION

DESCRIPTION OF PROPOSAL

An application has been received for a Change of Use – Metal Fabrication Business to be carried out on the subject land. The original use of the land was for bulk grain storage and formed part of the neighbouring allotment. Currently the allotment is being used for storage.

The applicant is applying for a change of use to conduct a metal fabrication business using the existing sheds on the allotment to carry out the majority of works.

Council performed some acoustic tests to ascertain noise levels associated with the metal fabrication works that would be carried out. The tests were undertaken measuring the task of grinding which is anticipated to be the loudest activity undertaken by the metal fabrication business. A discussion on the acoustic test is undertaken later in this report.

There is an industrial grain business operating within the vicinity of the subject land with silos operating on a daily basis.

The area is defined as an industrial interface area where there are existing residential receivers near an existing industrial area.

CONSULTATION & REFERRAL PROCESS

On 2 September 2020 the application was notified by Council to nearby owners (6 parties) of either residential or industrial land and two submissions were received. Consideration of the submissions is undertaken later in the report.

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DEVELOPMENT APPLICATION 10.2020.128.1 – CHANGE OF USE – METAL
FABRICATION BUSINESS LOT 25 DP1099296 – YANKEE CROSSING ROAD HENTY
[CONT'D]

ASSESSMENT

A development application is required to be assessed by Council against the following 'matters for consideration' listed in Section 4.15(1) 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 No 55 -Remediation of Land.

The site has been used for grain storage and the sheds could have been used for this purpose or for storage of fertilizers and containers of chemicals. Given the proposed use is for an industrial purpose, Council is satisfied that the land is suitable in its current state to undertake the activity.

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.

The land is zoned RU5 Village and a metal fabrication business is permissible with consent in this zone. The construction of any development or structure which would be permissible in the zone is permitted with consent. In this instance, the change of use from a grain and fertilizer storage shed to a metal fabrication business is permissible under the LEP, being classed as a *Vehicle body repair workshop; meaning a building or place used for the repair of vehicles or agricultural machinery, involving body building, panel building, panel beating, spray painting or chassis restoration.*

The application could also be considered a General Industry which is also permissible in the RU5 zone under the LEP and is defined as follows:

general industry means a building or place (other than a heavy industry or light industry) that is used to carry out an industrial activity.

The objectives of the RU5 Village 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.

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 Henty township.
- If not properly managed there is the potential for detrimental impacts being experienced at nearby properties which would cause conflict between land uses within the zone.

Development Control Plans

The Industrial Development Chapter of the Greater Hume Development Control Plan 2013 (DCP) contains provisions which aim to encourage the best quality industrial development possible within defined industrial precincts.

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DEVELOPMENT APPLICATION 10.2020.128.1 – CHANGE OF USE – METAL FABRICATION BUSINESS LOT 25 DP1099296 – YANKEE CROSSING ROAD HENTY [CONT'D]

Many of the provisions within the Industrial Development Chapter of the DCP are relevant for new industrial development that is to be provided upon vacant industrial land. In the case of this development application the location has been used as a fertilizer and chemical storage shed and is considered to be an existing industrial site. The following is an assessment of the provision of the DCP that have relevance for the activity.

Required Standard	Comments
<p>Parking and Access</p> <ul style="list-style-type: none"> • Sufficient on-site parking for employees and visitors. • Safe movement of vehicles and pedestrians within a site. • High standard of construction areas associated with vehicle movement and parking. 	<p>Site inspections revealed that there is sufficient land for staff and customer parking.</p> <p>All vehicles will be able to enter and exit the site in a forward direction.</p>
<p>Outdoor Areas</p> <ul style="list-style-type: none"> • Enhance the visual amenity of industrial areas. • Screen outdoor storage and work areas as seen from public land and non- industrial land uses. 	<p>The activities on the site are visible from Yankee Crossing Road. Given the location of the development in an existing industrial area the appearance of the outdoor area is considered to be acceptable.</p>
<p>Amenity</p> <ul style="list-style-type: none"> • Locating industrial activities in locations that minimise detrimental offsite impacts. • Ensuring new or expanded industrial activities in rural areas respond to the surrounding context. • Minimise amenity impacts on residential and future residential areas. 	<p>The proposal is located in an industrial precinct of Henty however, as mentioned above, it is on the interface of this area and there are two adjacent dwellings.</p> <p>The main amenity impacts are associated with noise, odours from paint fumes and steel cutting.</p> <p>To gauge the noise effect of the activity on residents, Council has utilised its environmental noise logger to record noise measurements at the adjacent residential property boundary. The background noise level and an intrusive noise the activity of grinding, which is considered to be the loudest activity to be undertaken at the site were both recorded.</p> <p>The background level was recorded to be an Leq reading of 50.6 dB(a) which is quite high. At the time of the measurement there was grain handling equipment being operated on the adjacent property.</p>

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DEVELOPMENT APPLICATION 10.2020.128.1 – CHANGE OF USE – METAL FABRICATION BUSINESS LOT 25 DP1099296 – YANKEE CROSSING ROAD HENTY [CONT'D]

Required Standard	Comments
Amenity <ul style="list-style-type: none"> Locating industrial activities in locations that minimise detrimental offsite impacts. Ensuring new or expanded industrial activities in rural areas respond to the surrounding context. Minimise amenity impacts on residential and future residential areas. 	<p>The activity of grinding increased the noise level measured to an Leq reading of 62.6 dB(a). This level would slightly exceed the amenity noise level stipulated within the EPA Noise Policy for Industry for a day time suburban area.</p> <p>The recorded noise levels justify the imposition of a condition of consent restricting the hours of operation of the activity.</p> <p>If necessary it would be possible to take further corrective action to mitigate excessive noise. The conditions of consent will reflect that future work may be required.</p> <p>Other impacts that may arise through undertaking the development could be odours generated from cutting steel and from painting steel products. If necessary, these impacts can be addressed through the installation of equipment. The conditions of consent will reflect that future work may be required.</p> <p>Objectors raised concern that contaminated stormwater may enter their property. For one of the objectors this is not considered likely. It is not foreseeable that polluted stormwater will be present however, a renewed swale drain will be required on the western boundary near the worksite.</p>

4.15(b) The Likely Impacts of that Development, Including Environmental Impacts on Both the Natural and Built Environments, and Social and Economic Impacts in the Locality

ISSUE	ACCEPTABLE	COMMENT
Context & setting	✓	The site of the activity is located in the industrial area of Henty. There are nearby industrial activities and rural retailing. The closest dwelling is approximately 57 metres away in Railway Parade and the area is an industrial interface. In this setting the activity is not out of context.
Noise	✓	Discussed in the DCP assessment.
Access & parking	✓	There is considered to be suitable access to the site. Internally there is adequate provision for all vehicle movements and to accommodate onsite parking.

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DEVELOPMENT APPLICATION 10.2020.128.1 – CHANGE OF USE – METAL FABRICATION BUSINESS LOT 25 DP1099296 – YANKEE CROSSING ROAD HENTY [CONT'D]

Issue	Acceptable	Comment
Roads & traffic	✓	The change of use will increase traffic movement within the compound and along Yankee Crossing Road. The road infrastructure is considered adequate to accommodate the increased vehicle movements.
Utilities	✓	Utilities are available on site
Heritage	✓	The proposed site does not contain any identified heritage items and is not within any heritage conservation area.
Stormwater	✓	Stormwater drainage will need to be upgraded to ensure stormwater does not enter a neighbouring property.
Soils & erosion	✓	The site is classified as potentially contaminated land. The new activity does not require a preliminary investigation to be undertaken due to the new use of the land for an industrial purpose. There is minimal potential for erosion the site is slightly sloping however no excavation will take place.
Flora & fauna	✓	No impacts from the new use of the site.
Flooding	✓	The site is not affected by flooding.
Bushfire	✓	The site is not located on bushfire prone land.
Technological hazards	✓	
Safety, security crime prevention	N/A	None.
Privacy	✓	No issues.
Landscaping	✓	No change to the existing landscaping is proposed.
Overshadowing	✓	None.
Land resources	✓	There are no resources known to exist on the land.

Economic and Social Impacts of the Development

There are positive economic impacts arising from the activity which is evident through the employment of six (6) staff members. In addition, other businesses will have the option of utilising the metal fabrication business which may save them time and the cost of accessing similar businesses outside of the area.

There are positive social impacts arising from the activity through the generation of economic activity. Should there be an unacceptable loss of amenity for nearby residents then negative social impacts arise from the activity. In this case acceptable amenity can be maintained for nearby residents.

4.15(c) The Suitability of the Site for Development

The site is suitable for the development having had regard to the nature of the site and the surrounding land use. The site is considered suitable for development with appropriate conditions of consent that are enforced by Council.

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DEVELOPMENT APPLICATION 10.2020.128.1 – CHANGE OF USE – METAL FABRICATION BUSINESS LOT 25 DP1099296 – YANKEE CROSSING ROAD HENTY [CONT'D]

4.15(d) Any submissions made in accordance with this Act or the regulations

There were two objections to the neighbour notification (**ANNEXURE 1**). The issues raised from the submissions are summarised and responded to in the following table.

ISSUE	RESPONSE
Noise, Dust & Odours	<p>An acoustic test was carried out on the site in regards to the metal fabrication works. The test concluded that the metal fabrication business would emit noise at a level that will for a day time suburban area just exceeding with the EPA Noise Policy for Industry.</p> <p>It is considered appropriate that the conditions of consent permit the activity to operate from 7am to 5pm Monday to Friday. Saturday operating hours will be 8am to 1pm with no Sunday work to occur.</p> <p>Other conditions of consent will be imposed requiring the operators of the activity to take all practical measures to minimise noise and odours emitted from the site and to control stormwater.</p>
Increased Traffic Movement	<p>Most traffic involved with the business would be 4WD vehicles bringing in items of machinery for repairs. There would be on some limited occasions heavy machinery entering the premises for direct repairs. There may be some larger vehicles for deliveries however these would be periodical as opposed to every day occurrences.</p>
Stormwater issues	<p>The stormwater system would need to be upgraded to ensure flooding of neighbouring properties did not occur.</p>

The public interest

The question of 'public interest' within the context of Section 4.15C

1 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 the possibility for public detriment. The objectors stated they are concerned about noise, dust, odours, increased traffic movements and stormwater issues. These concerns have been addressed in the table above.

If the activity is adequately managed the public detriment could be considered minimal. The addition of a new business to the township of Henty servicing mostly farmers and local businesses with heavy machinery will generate employment and therefore stimulate the local economy.

BUDGET IMPLICATIONS

Nil.

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[CONT'D]

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 supported for conditional approval.

RECOMMENDATION

Pursuant to Section 4.16 of the Environmental Planning and Assessment Act 1979 consent be granted to development application 10.2020.128.1 for a Change of Use – Metal Fabrication Business at Lot 25 DP1099296 Yankee Crossing Road Henty, subject to the following conditions:

1 Compliance with Plans and Conditions

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

2 Time Period of Consent

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

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

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

3 Management of Dust

The applicant is to take appropriate action to minimise raised dust emanating from the site and adjacent roads and streets.

4 Change of Building Use

Prior to the occupation of the building in respect of which there is a change of building use the applicant must provide the following fire safety measures applicable to the new use.
Portable Fire Extinguishers AS 2444 2001

NOTE 1: Prior to occupation of the building, the owner must submit to Council a Fire Safety Certificate with respect to each essential service installed in the building.

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5 Install Required Fire Exit Door

Dedicated required fire exit doors are to be installed within each shed. The doors are to have an unimpeded width of 850 mm, swing in the direction of egress and be readily openable without a key from the side that faces a person seeking egress by a single handed downward action on a single device which is located between 900 mm and 1.1 m from the floor.

6 Stormwater Upgrade

All stormwater is to be upgraded and dispersed to Yankee Crossing Road table drain.

7 Contaminants

Any industrial contaminants must be captured prior to them entering the stormwater system or neighbouring properties.

8 Compliance with the National Construction Code (NCC)

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

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

9 Construction – Maintenance and Clearing of Site

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

10 Development not to Interfere with the Amenity of the Area

The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil by causing interference to television or radio reception or otherwise.

The applicant is to take all practical measure to minimise the emission of noise and odours from the site. If required by Council the applicant will take directions from Council to minimise the impacts of noise and odours through installation of further equipment or through undertaking modifications to the buildings.

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[CONT'D]

11 Hours of Operation

All operation works will be restricted to the following hours:

- a. Mondays to Fridays, 7.00am to 5.00pm
- b. Saturdays, 8.00am to 1.00pm
- c. No work is permitted on Sundays and Public Holidays.

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

PRESCRIBED CONDITIONS OF CONSENT

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

- 12** All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate or complying development certificate was made).
- 13** In the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of the Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.
- 14** Residential building work within the meaning of the Home Building Act 1989 must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:
 - in the case of work for which a principal contractor is required to be appointed:
 - (i) the name and licence number of the principal contractor, and
 - (ii) the name of the insurer by which the work is insured under Part 6 of the Act,
 - in the case of work to be done by an owner-builder:
 - (i) the name of the owner-builder, and
 - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.

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DEVELOPMENT APPLICATION 10.2020.128.1 – CHANGE OF USE – METAL
FABRICATION BUSINESS LOT 25 DP1099296 – YANKEE CROSSING ROAD HENTY
[CONT'D]

- 15** A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
- showing the name, address and telephone number of the principal certifying authority for the work, and
 - showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - stating that unauthorised entry to the work site is prohibited.

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

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

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

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

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

- 18** **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.

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.
- b. that a competent fire safety practitioner has inspected the building and has certified that, as at the date of inspection, the condition of the building did not disclose any grounds for a prosecution under Division 7 of the regulations.

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DEVELOPMENT APPLICATION 10.2020.128.1 – CHANGE OF USE – METAL
FABRICATION BUSINESS LOT 25 DP1099296 – YANKEE CROSSING ROAD HENTY
[CONT'D]

NOTES:

1. *As soon as practicable after an annual fire safety statement is issued, the owner of the building to which it relates:*
 - (i) *must cause a copy of the statement (and current fire safety schedule) to be given to the Commissioner of NSW Fire Brigades, and*
 - (ii) *Must cause a further copy of the statement (and current copy of the current fire safety schedule) to be prominently displayed in the building.*
2. *A "fire safety measure" is defined as any measure (including any item of equipment, form of construction or fire safety strategy) that is or is proposed to be, implemented in the building to ensure the safety of persons using the building in the event of fire.*

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**2. TENDER NO TL 14 2019-2020 - NEW WEIGHBRIDGE DESIGN & CONSTRUCTION
CULCAIRN LANDFILL**

Report prepared by Manager Waste and Facilities – Andrew Shaw

REASON FOR REPORT

To inform Councillors of tenders received via Vendor Panel for an automated weighbridge for the Culcairn Waste Facility.

REFERENCE TO DELIVERY PLAN

Nil.

DISCUSSION

Council's Environment & Planning Department has recently advertised for the Design and Construction of an automated weighbridge for the Culcairn Waste Facility. Tender documents were compiled by Infrastructure Solutions for the supply and installation of a suitable sized automated weighbridge and associated infrastructure. The installation will provide out of hours use of the Culcairn Landfill by waste removal contractors servicing Greater Hume and Greater Hume commercial businesses wishing to dispose of commercial waste.

The installation of a weighbridge would also be an initial step to gaining an EPA licence for the Culcairn Landfill.

Prices received were:

Supplier	Price including provisional sums (excl GST)
Weigh-More Solutions	\$319,809.00
National Weighing & Instruments	\$386,550.00
Newcastle Weighing Services	\$407,457.00

The prices received were substantially more than expected. Initial discussions with a weighbridge supply company suggested that costs would be in the vicinity of \$150,000 - \$200,000.

Due to the higher than expected tenders, it will be recommend to not accept any tenders. Council staff are confident that a lesser overall cost may be achievable by seeking individual prices for the component hardware and associated activities being earthworks, weighbridge, driver controls, automated gate and solar system. The project can be managed by Council staff.

BUDGET IMPLICATION

The project works will be funded from the Waste Management Reserve.

CONCLUSION

Council's Environment & Planning Department recently advertised for the supply and installation of an automated weighbridge for the Culcairn Waste Facility. Tenders received were substantially more than anticipated.

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TENDER NO TL 14 2019-2020 - NEW WEIGHBRIDGE DESIGN & CONSTRUCTION
CULCAIRN LANDFILL [CONT'D]

For the project to proceed an option is to seek prices from individual weighbridge providers and for Council staff to separately manage the procurement of other infrastructure and completion of all other works.

RECOMMENDATION

1. In accordance with Clause 178(1)(b) of the Local Government (General) Regulation 2005 Council declines to accept any tenders.
2. Council elect to enter into negotiations with any person with a view to procuring a weighbridge and associated equipment and organise and undertake some of the works itself (Clause 178(3)(e) and (f) of the Local Government (General) Regulation 2005.
3. Notifications be sent to tenderers advising them Council does **not** accept any tender received.
4. Council's reason for negotiating directly to procure a weighbridge is that Council is confident that it can more cost effectively manage the associated works itself with the only contract being the procurement of the weighbridge.

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GOVERNANCE

1. BUSHFIRE COMMUNITY RECOVERY AND RESILIENCE FUND

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Councillors of the above funding opportunity, eligible projects and potential projects for consideration.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

Council has received correspondence from the Acting Deputy Premier, The Hon. Paul Toole MP advising that Phase 2 of the Bushfire Community Recovery and Resilience Fund has been announced. A copy of the correspondence and guidelines for Streams 1 and 2 are attached as **ANNEXURE 3** for Councillors' information.

Phase 2 has two funding streams:

Stream 1 – A non-competitive allocation of \$250,000 to Greater Hume Council

Projects put forward for funding under Stream 1 will need to meet one or more of the following Disaster Recovery Outcomes:

1. The needs of vulnerable groups are addressed in disaster recovery
2. The community is aware of the disaster recovery processes
3. The community can express its changing disaster recovery needs
4. Community members are aware of the risks of future disasters
5. The community has improved capacity and capability to respond to future disasters
6. Business and not-for-profits have in place adequate mitigation practices for risks and threats
7. Government, private sector, civil society and organisations are engaged in plans for preparedness and management of the recovery

At least 25% (or \$62,500) must be used for a council-led community grants program to target small scale community activities that meet one or more of the Disaster Recovery Outcomes.

Applications for Stream 1 close at midday on 27 October 2020.

The Author has contacted the Jingellic Local Recovery Committee, Jingellic, Lankeys Creek, Talmalmo and Wantagong RFS Brigades along with the Lankeys Creek Hall Committee to identify potential projects that meet the above criteria.

The Author has requested that any potential projects be advised to Council by Friday 16 October to enable an Addendum Report to be submitted to the October Council meeting.

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BUSHFIRE COMMUNITY RECOVERY AND RESILIENCE FUND [CONT'D]

Stream 2 – A competitive funding round for projects between \$20,000 and \$300,000

Projects need to meet the same Disaster Recovery Outcomes as Stream 1 and eligible applicants, referred to as lead organisations, are:

- Incorporated non-government organisations including not for profit organisations, local community groups, business chambers and industry groups/peak bodies,
- Local councils,
- Joint organisations of council, and
- Unincorporated community groups auspices by an organisation that is eligible to apply in their own right.

Applications for Stream 2 close at midday on 10 November 2020.

Projects that may be worthy of consideration under Stream 1 include:

Disaster Recovery Outcome	Project/Program	Possible allocation (\$) Excl GST	Comments
Council nominated projects			
	Council led community grants	\$62,500	Minimum mandatory component and could be increased if it is the desire of Council
	Administration support to manage community grants program	\$9,000	Provision of administrative support to rollout grants program (1 day pw/6 months)
5.	Installation of commercial catering equipment in proposed Holbrook Sporting Complex Amenities Building.	\$60,000	The new facility will have the capacity to provide an RFS staging point/Emergency Welfare Centre for a large portion of the eastern part of the Shire. Up to 300 meals/3 times a day was served from the existing substandard facility.
5	Lining of the Lankeys Creek Hall	<i>To be advised</i>	The Lankeys Creek Hall was used as a staging point for the Green Valley/Talmalmo fire and improvements to the Hall would increase capacity for future disaster events.
5	Provision of satellite phones to RFS Brigades (4)	\$7,500	Communications was a major impediment during the recent fires and access to satellite phones may assist for future events.

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BUSHFIRE COMMUNITY RECOVERY AND RESILIENCE FUND [CONT'D]

Disaster Recovery Outcome	Project/Program	Possible allocation (\$)	Comments
Jingellic Local Recovery Committee nominated projects			
1	Walwa-Jingellic Tennis Association former players social tennis day/s	<i>Amount to be advised</i>	Border bashers, Ournie, Lankeys Creek, Talmalmo, Thologolong, Mt Alfred, Burrowye and Guys Forest and Walwa Council note: May be better suited to the small grants program
7	Establish a Friends of the Cornish Chimney and Smelter Group	<i>Amount to be advised</i>	To work with State Forests to maintain the remains of the Cornish Chimney and Smelter Site in the Woomargama National Park (the Chimney is located in State Forest). Any activity would require the approval of WNP.
5	Install an internal/external PA system at the Pavilion and two way flood lighting	\$33,200	For the area around the RFS Shed and the Oval Council note: Given that the Jingellic Hub is in Snowy Valleys Council I would expect that the costs should be, at least, shared.

BUDGET IMPLICATIONS

It is anticipated that all submitted projects will be revenue neutral.

CONCLUSION

The closing dates for Streams 1 and 2 of the Bushfire Community Recovery and Resilience Fund - Phase 2 are both relatively short making meaningful community engagement difficult.

Notwithstanding the above, the funding provides an outstanding opportunity to implement further projects and programs to address the needs of the community as they recover from the disaster as well as projects that improve Council's and the community's capacity for future disaster events.

RECOMMENDATION

That Council consider suitable projects for funding under Streams 1 and 2 of the Bushfire Community Recovery and Resilience Fund – Phase 2.

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2. LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Councillors of further funding under the Local Roads and Community Infrastructure Program announced in 2020 Federal Budget.

REFERENCE TO DELIVERY PLAN ACTIONS

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

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

DISCUSSION

As Councillors would be aware recently the Australian Government announced the \$1B Local Road and Community Infrastructure Program as a Covid-19 Stimulus measure in 2020 Budget. A copy of the media release is attached as **ANNEXURE 4** for Councillors' information.

Similarly to the previous round this is non-competitive funding with Council's allocation \$1,145,745. This is lightly less than the previous round \$1,124,190 even though the program has been doubled from \$500M to 1B.

In the previous round the formula was based on road length and population, however clearly the funding formula has been changed for the current round which has resulted in most rural Councils receiving a lower funding allocation. Clarification on the new funding formula has been sought from the Member for Farrer's Electoral Office.

The projects outlined in the Table below were approved at the July 2020 meeting for the initial funding round.

Projects	Locality	Est. cost
Funding available		\$ 1,294,190.00
Hot mix paths and concrete foot paving at Village Green	Jindera	\$ 80,000.00
Morgans Lookout Toilets	Walla Walla	\$ 137,195.00
Changing Places Facility at Ten Mile Creek Gardens	Holbrook	\$ 250,000.00
Walbundrie Comfort Stop	Walbundrie	\$ 150,000.00
Sam McPaul Memorial	Jingellic/Talmalmo	\$ 125,000.00
Walla Walla Skate Park	Walla Walla	\$ 150,000.00
Jingellic Road (part of from top of Gap to Coppabella Road)		\$ 401,995.00
Total		\$ 1,294,190.00

It is recommended that when further information is received: guidelines, closing dates etc. that a workshop be held to consider appropriate projects.

BUDGET IMPLICATIONS

It is anticipated that the projects will be budget neutral to Council.

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LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM [CONT'D]

CONCLUSION

The Australian Government has announced an additional \$1B for a further round of Local Road and Community Infrastructure Program as COVID-19 Stimulus measure.

In the previous round the formula was based on road length and population, however clearly the funding formula has been changed for the current round which has resulted in most rural Councils receiving a lower funding allocation. Clarification on the new funding formula has been sought from the Member for Farrer's Electoral Office.

It is recommended that when further information is received; guidelines, closing dates etc. that a workshop be held to consider appropriate projects.

RECOMMENDATION

That once further information is received on the further round of the Local Road and Community Infrastructure Program: guidelines, closing dates etc. a Workshop be convened to consider possible projects.

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3. RETURNS OF INTEREST – COUNCILLORS AND DESIGNATE PERSONS

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

REASON FOR REPORT

The report contains the tabling of the Returns of Interest – Councillors and Designate Persons in accordance with Schedule 2 of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).

REFERENCE TO DELIVERY PLAN ACTION

Statutory matter.

DISCUSSION

The Register of Returns of Interests, containing completed Returns of Interests for the period 1 July 2019 to 30 June 2020 for elected representatives as at 30 June 2020, and designated officers (General Manager and three senior officers) is tabled as required by Schedule 2 Form of Written Return of Interests Submitted under Clause 4.21.

Information contained in the returns made and lodged under clause 4.21 will be made publicly available and placed on Council's website, in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009.

Signatures on the returns have been redacted.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

A procedural matter only.

RECOMMENDATION

That the report be received and noted.

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CORPORATE AND COMMUNITY SERVICES

Item 1 dealt with earlier in the agenda.

2. POLICY DEVELOPMENTS

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present new and revised policies for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

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

DISCUSSION

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

- **Higher Duty Pay Policy**

This policy was reviewed in accordance with policy review schedule.

Amendments have been made to provide increased flexibility when determining the appropriate level of Higher Duty Pay applicable to Managers relieving in the position of Director.

- **Information Technology Security Access Policy**

This policy was reviewed in accordance with policy review schedule.

No amendments made.

Copies of the revised policies are attached as **ANNEXURE 5**.

- **Child Protection Policy**

This policy is to be revoked as Greater Hume Children Services also has an adopted Child Protection Policy in place and having a Council policy with the same name and function adds to confusion and inconsistent interpretation.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

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POLICY DEVELOPMENTS [CONT'D]

RECOMMENDATION

That:

1. The Greater Hume Council Higher Duty Pay Policy and Information Technology Security Access Policy be adopted
2. The Greater Hume Child Protection Policy and Procedures be revoked (NOTE: Children Services – Child Protection Policy is retained as previously adopted).

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3. CLOSURE AND SALE OF UNUSED SECTION OF ROAD - CULCAIRN

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

The purpose of this report is to seek Council's consent to close an unused road and sell the land to the adjoining property owners.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

It has come to Council's attention that several Road Closing Applications submitted to Crown land prior to the implementation of the Crown Lands Management Act 2016 have been returned to the applicants advising that "Crown Lands no longer has the authority to determine council road closure applications".

It would appear that Section 38(e)(2) of the Roads Act 1993 is problematic from the perspective of both Council and Crown lands in that there is no clear definition in respect of the terminology "construction" to determine compensation or vesting of the road subject of the application.

Council has undertaken discussions with Crown land seeking a suitable process that is compliant with legislation and will enable the progress of existing applications and those applications redirected to Council.

Accordingly, this report is for Council to consider the closing and disposal of a section of unused road reserve which was previously deferred as per the following:

At the Ordinary Meeting of Council held on 25 September 2019, Council resolved that:

"That the closing of the unused section of road separating Lot 53 DP 753735 from Lot 1 DP 171815, Lot B DP 972054, Lot 73 DP 753764, be deferred pending further advise from NSW Department of Planning Industry and Environment – Crown Land."

A copy of the report considered at the September 2019 Council Meeting and accompanying annexures is included as **ANNEXURE 6**.

The above resolution relates to a "Closing of Council Public Road Application" from Jonathon Schoff who wishes to close and purchase a portion of an unused section of road reserve adjacent to his property. The section of unused road separates Lot 53 DP 753735 from Lot 1 DP 171815, Lot B DP 972054, Lot 73 DP 753764. A copy of the map is attached in **ANNEXURE 6**.

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CLOSURE AND SALE OF UNUSED SECTION OF ROAD – CULCAIRN [CONT'D]

Council may close a public road, as the road authority, under Section 38A of the Roads Act 1993 if:

- a. The road is not reasonably required as a road for public use (whether for present or future needs), and
- b. The road is not required to provide continuity for an existing road network, and
- c. If the road provides a means of vehicular access to particular land, another public road provides lawful and reasonably practicable vehicular access to that land.

Council staff have inspected the road and considered the road reserve is excess to Council requirements and not required for any current or future road network extensions.

Council has no assets within the road reserve. The applicant has advised that grading, drainage and road formation works have been undertaken at their cost in 2003. The land is currently maintained by the applicant.

It appears that access to existing properties will be unaffected, with all current accesses contained in areas of the road reserve that is not to be sold.

A search has been undertaken to determine the status of the road and whilst not conclusive, the information provided indicates the unused road as being owned by Greater Hume Council.

In accordance with the Roads Act 1993 Section 38(e)(2), whereby “*a public road that was previously vested in a council (other than a public road in respect of which no construction has ever taken place) – remains vested in the council*”, and given the information provided by the applicant regarding construction they have undertaken, the road would remain vested in Council upon closing.

This report seeks Council’s authorisation to invite submissions with respect to the potential closure and disposing of the unused section of road separating Lot 53 DP 753735 from Lot 1 DP 171815, Lot B DP 972054, Lot 73 DP 753764 in accordance with Section 38B of the Roads Act 1993.

BUDGET IMPLICATION

The applicant is responsible for all associated costs in respect of the proposed road closing. Income received from the proceeds of the sale of the road, if approved, is to be reserved for acquiring land for public roads or for carrying out road work on public roads.

CONCLUSION

The section of unused road requested to be purchased by Jonathon Schoff is surplus to Council needs and will have no impact on access to surrounding properties. It is therefore considered appropriate for Council to invite submissions in accordance with Section 38B of the Roads Act 1993.

A further report will be submitted to the Council upon the conclusion of the submission period of 28 days.

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CLOSURE AND SALE OF UNUSED SECTION OF ROAD – CULCAIRN [CONT'D]

RECOMMENDATION

That Council invites submissions for a period of 28 days in respect of the potential closure and disposal of the unused section of road separating Lot 53 DP 753735 from Lot 1 DP 171815, Lot B DP 972054, Lot 73 DP 753764 in accordance with Section 38B of the Roads Act 1993.

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4. CLOSURE AND SALE OF UNUSED SECTION OF ROAD – NATION ROAD

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

The purpose of this report is to seek Council’s consent to close an unused road and sell the land to the adjoining property owners.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Council has received a “Closing of Council Public Road Application” from Johnathan Schulz who wishes to close and purchase a portion of an unused section of road reserve adjacent to his property. The section of unused road separates Lots 141, 140 DP 753342 from Lot 301 DP 806527 and Lot 90 DP 753342. A copy of the map is attached in **ANNEXURE 7**.

Council may close a public road, as the road authority, under Section 38A of the Roads Act 1993 if:

- a. The road is not reasonably required as a road for public use (whether for present or future needs), and
- b. The road is not required to provide continuity for an existing road network, and
- c. If the road provides a means of vehicular access to particular land, another public road provides lawful and reasonably practicable vehicular access to that land.

Council staff have inspected the road and considered the road reserve is excess to Council requirements and not required for any current or future road network extensions.

Council has no assets within the road reserve. The purchase of rocks and stones for the construction of an all-weather creek crossing and spraying for weed control have been undertaken at the expense of the applicant. The applicant has been and will continue to maintain the road.

It appears that access to existing properties will not be affected, with all current accesses contained in areas of the road reserve that is not to be sold.

A search has been undertaken to determine the status of the road. The information provided indicates the roads to be Council Public Roads as Gazetted 24 August 1934.

In accordance with the Roads Act 1993 Section 38(e)(2), whereby “*a public road that was previously vested in a council (other than a public road in respect of which no construction has ever taken place) – remains vested in the council*”, and given the information provided by the applicant regarding construction they have undertaken, the road would remain vested in Council upon closing.

This report seeks Council’s authorisation to invite submissions with respect to the potential closure and disposing of the unused section of road separating Lots 141, 140 DP 753342 from Lot 301 DP 806527 and Lot 90 DP 753342 in accordance with Section 38B of the Roads Act 1993.

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CLOSURE AND SALE OF UNUSED SECTION OF ROAD – NATION ROAD [CONT'D]

BUDGET IMPLICATION

The applicant is responsible for all associated costs in respect of the proposed road closing. Income received from the proceeds of the sale of the road, if approved, is to be reserved for acquiring land for public roads or for carrying out road work on public roads.

CONCLUSION

The section of unused road requested to be purchased by Johnathan Schulz is surplus to Council needs and will have no impact on access to surrounding properties. It is therefore considered appropriate for Council to invite submissions in accordance with Section 38B of the Roads Act 1993.

A further report will be submitted to the Council upon the conclusion of the submission period of 28 days.

RECOMMENDATION

That council invites submissions for a period of 28 days in respect of the potential closure and disposal of the unused section of road separating Lots 141, 140 DP 753342 from Lot 301 DP 806527 and Lot 90 DP 753342 in accordance with Section 38B of the Roads Act 1993.

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5. LICENCE – LOTS 192 & 205 DP 753342, CORNER OF GLENELLEN ROAD AND ORTLIPP ROAD, GLENELLEN (FORMER GLENELLEN SCHOOL SITE) – CROWN LAND

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To advise Councillors of the number of Expressions of Interest received for the licencing of Lots 192 & 205 DP 753342 (Crown land) which was advertised in the Border Mail on Saturday 29 August 2020 and Saturday 5 September 2020 closing on Monday 14 September 2020.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

The land subject to this arrangement is Crown Land managed by Greater Hume Council.

The following Expressions of Interest have been received:

EXPRESSION OF INTEREST	AMOUNT EXCLUDING GST
Susan Murray	\$498.00

Ms Murray has been the lessee of the property for the last 15 years and has maintained the property in such a manner to ensure fencing is stock proof and reduces the risk of fire and control of vermin through vegetation management.

The amount payable by the successful applicant will be \$498.00 per annum exclusive of GST.

The successful applicant will commence the term from 1 November 2020 for a period of twelve months terminating 31 October 2021 as permitted on Crown land.

BUDGET IMPLICATION

No impact on Council's annual income.

CONCLUSION

Given that only one EOI submitted by Susan Murray was received, it is recommended that it be accepted.

RECOMMENDATION

That Council accept the Expression of Interest from Susan Murray to enter into a licence for Lot 192 & 205 DP 753342, corner Glenellen Road and Ortlipp Road, Glenellen for a period of twelve months, commencing 1 November 2020 and terminating 31 October 2021.

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6. UNUSED ROAD LEASES RENEWAL

Report prepared by Customer Service/Administration Officer – Carly Toll

REASON FOR REPORT

To present a number of applications to renew lease over unused roads with Greater Hume Council area.

DISCUSSION

Council currently leases a number of unused roads throughout the Greater Hume Council area which are due to expire on 31 December 2020. The unused roads are leased pursuant to the following section of the Roads Act 1993:

“153 Short – Term leases of unused public roads

(1) A roads authority may lease land comprising a public road (other than a Crown road) to the owner or lessee of land adjoining the public road if, in its opinion, the road is not being used by the public.”

Before granting a lease the Council must give public notice of its intention to do so in a local newspaper. The term of a lease, together with any option to renew, must not exceed five years.

The leases listed in the Table below are due for renewal on 31 December 2020 with the lessees having confirmed in writing that they would like to renew the lease for a further term of five years.

DESCRIPTION OF LAND	PARISH/LOCALITY
▪ Lots 18 DP 753733, Lot 7003 DP 1024198 from Pt Lot 9 DP 753733, Lots 34 & 54 DP 753733	Henty
▪ Lots 134 & 135 DP 753730 from Lots 107 & 183 DP 753730	Burrumbuttock
▪ Section of roadside along Bungowannah Road, Jindera adjoining Part Lot 179 DP 753727	Jindera
▪ Lot 166 DP 753345 from Lot 12 DP 585251 from a point adjacent to the entrance to the adjoining property “Wimmereau” and extending to the eastern boundary of Lot 12 DP 585251	Jindera
▪ Lots 54 & 93 from Lots 94 & 95 DP 753745	Kentucky
▪ Lot 1 DP 1011953 from Lot 41 DP 753342	Hyon
▪ Between Lot 166 DP 753339 and Lot 219 DP 753339	Burrumbuttock
▪ Lots 69 & 70 DP 753737 from Lot 22 DP 629767	Goombargana

CONCLUSION

It is recommended that Council renew the Unused Road Leases as shown in the above Table at an annual lease fee of \$130 (inc GST) under the existing terms and conditions of Councils lease arrangements for Unused Roads.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 21 OCTOBER 2020**

UNUSED ROAD LEASES RENEWAL [CONT'D]

RECOMMENDATION

That:

1. Council give public notice of its intention to renew the leases of unused roads listed in this report.
2. subject to no objections being received following public notice of the proposal, the leases of unused roads listed in this report be renewed for a further term terminating 31 December 2025.
2. any proposal to renew a road lease for which an objection(s) is received be referred to Council for determination.
3. the Mayor and General Manager be authorised to sign the Unused Road Lease as itemised in this report under the Common Seal of Council.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 21 OCTOBER 2020**

7. CLOSURE AND SALE OF UNUSED SECTION OF ROAD – HOFFMANS ROAD

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

The purpose of this report is to seek Council's consent to close a section of unused road and sell the land to the adjoining property owners.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Council has received a "Closing of Council Public Road Application" from Simon and Kirsty Wilksch who wish to close and purchase a portion of an unused section of road reserve adjacent to their property. The section of unused road separates Lot 2 DP 554393 from Lot 1 DP 1246838. A copy of the map is attached in **ANNEXURE 8**.

Council may close a public road, as the road authority, under Section 38A of the Roads Act 1993 if:

- d. The road is not reasonably required as a road for public use (whether for present or future needs), and
- e. The road is not required to provide continuity for an existing road network, and
- f. If the road provides a means of vehicular access to particular land, another public road provides lawful and reasonably practicable vehicular access to that land.

Council staff have inspected the road and determined the road reserve is excess to Council requirements and not required for any current or future road network extensions.

The applicant has confirmed that construction has been undertaken on the road as evidenced by the placement of a culvert, along with the applicant placing gravel on the road from their gravel pit. The applicant also advises that they have maintained the road for many years utilising their own earth moving equipment and at their cost.

It appears that access to existing properties will be unaffected, with all current accesses contained in areas of the road reserve that is not to be sold.

A search has been undertaken to determine the status of the road and whilst not conclusive, the information provided indicates the unused road as being owned by Greater Hume Council.

In accordance with the Roads Act 1993 Section 38(e)(2), whereby "*a public road that was previously vested in a council (other than a public road in respect of which no construction has ever taken place) – remains vested in the council*", and given the information provided by the applicant regarding construction undertaken, the road would remain vested in Council upon closing.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
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CLOSURE AND SALE OF UNUSED SECTION OF ROAD – HOFFMANS ROAD

This report seeks Council's authorisation to invite submissions with respect to the potential closure and disposing of the unused section of road separating Lot 2 DP 554393 from Lot 1 DP 1246838 in accordance with Section 38B of the Roads Act 1993.

BUDGET IMPLICATION

The applicant is responsible for all associated costs in respect of the proposed road closing. Income received from the proceeds of the sale of the road, if approved, is to be reserved for acquiring land for public roads or for carrying out road work on public roads.

CONCLUSION

The section of unused road requested to be purchased by Simon and Kirsty Wilksch is surplus to Council needs and will have no impact on access to surrounding properties. It is therefore considered appropriate for Council to invite submissions in accordance with Section 38B of the Roads Act 1993.

A further report will be submitted to the Council upon the conclusion of the submission period of 28 days.

RECOMMENDATION

That Council invites submissions for a period of 28 days in respect of the potential closure and disposal of the unused section of road separating Lot 2 DP 554393 from Lot 1 DP 1246838 in accordance with Section 38B of the Roads Act 1993.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 21 OCTOBER 2020**

ENGINEERING

1. NSW REGIONAL ROAD TRANSFER AND CLASSIFICATION REVIEW

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To advise Council of the NSW Regional Road Transfer and Road Classification Review project.

REFERENCE TO DELIVERY PLAN ACTION

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

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

DISCUSSION

“In February 2019, the Deputy Premier and Minister for Roads, Maritime and Freight announced the initiation of a Road Classification Review and the transfer of up to 15,000 kilometres of council owned and managed roads to State Management.

The project combines a comprehensive review of road classification around NSW with broader considerations around how we think about our road network and its capacity to meet the needs of industry and the community. To make informed and meaningful recommendations to government, the Independent Panel is entering into a conversation with our biggest road managers – local councils – and other stakeholders and road users to find out how we can best manage our roads, sustain healthy communities, promote their economies and work together to support a cohesive, well run road network.”

This opening comment is from the Independent Panel – Road Classification Review and Transfer Information Paper June 2020 that is attached in **ANNEXURE 9**.

The project has two components:

- The Road Classification Review is open to all councils in NSW. Roads of any class may be submitted for reclassification into any other class
- The Regional Road Transfer is open to councils outside Greater Sydney, Newcastle and Wollongong. This involves the transfer of management responsibilities for up to 15,000km of Regional Road to the State Government. Whilst there is a maximum of 15,000km there is no minimum number of kilometres and it is expected that the transfer will be phased over a number of years.

Council’s current Regional Road Network of a total of 286.7km includes:

MR 125 – Urana Road	55.8km
MR 211 – Holbrook Wagga Road/Albury Street	32.8 km
MR 331 – Daysdale, Walbundrie, Culcairn-Holbrook, Jingellic Road	124.2 km
MR 370 – Kywong-Howlong / Lockhart Road	42.8 km
MR 384 – Tumbarumba Road	1.6 km
MR 547 – Jindera Walla, Lookout Road	29.5 km

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
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NSW REGIONAL ROAD TRANSFER AND CLASSIFICATION REVIEW [CONT'D]

Whilst it was noted that any reclassification or transfers were required to be nominated by the 25 September it was management's view that no transfers or classifications should be nominated.

Discussions with surrounding councils indicated that apart from Wagga Wagga, no surrounding councils were nominating any roads for reclassification or transfer.

Most councils were concerned about the possible loss of funding and the impact it would have on their workforce and what standard the roads transferred would be maintained to, and who would maintain the road, be it Council staff through a RMCC arrangement or contractors. The loss of any control of capital improvement programs (ie REPAIR programs) was also identified as an area of concern.

These issues were raised with the panel by management, however the panel members reiterated that they only looked at the classification and transfer of the road, and the ongoing maintenance and future funding implications was not part of their scope.

BUDGET IMPLICATION

Loss of any Regional Road along with any associated funding would have a significant impact on proposed maintenance and repairs to the Regional Road Network, and on the ability to maintain all of Council's operational workforce.

CONCLUSION

It is considered that Council currently maintains the Regional Road Network in Greater Hume to an acceptable standard, however there are always areas that need upgrading and improvement. It is also not clear that if any Regional Road is transferred to the State that it would be maintained any better or worse than it would be by Council. It is considered that as long as the funding is maintained at current levels for both the Regional Road Block Grant and Repair Grant Programs then it would be in the best interest that the Regional Roads remain Council.

RECOMMENDATION

That Council note the report on the NSW Regional Road Transfer and Classification Review, and endorse management's decision to not nominate any roads for reclassification or transfer.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
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2. POLICY DEVELOPMENTS

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To present revised policies for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Not Applicable

DISCUSSION

Development and enhancement of Council's Policy Register is continuing. Changes have been made to two policies.

The Relevant Legislation section has been updated, removing, replacing and correcting names, in the Asset Management Policy as highlighted.

The Water Restrictions Policy has been updated following a recent change made by Riverina Water County Council to coincide the implementation of Stage 1 Water Restrictions with the commencement of Daylight Savings, as highlighted in **ANNEXURE 10** which are now presented for consideration by Council:

- **Asset Management Policy**
- **Water Restrictions Policy**

BUDGET IMPLICATIONS

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

CONCLUSION

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

RECOMMENDATION

That the revised

- a. Asset Management Policy and
- b. Water Restrictions Policy

be adopted.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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3. PROPOSAL TO UPGRADE EXISTING STREET LIGHTING TO LED

Report prepared by Manager Traffic & Infrastructure – Michael Oliver

REASON FOR REPORT

To consider a proposal from Essential Energy to upgrade all streetlights in Greater Hume to LED.

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 Councillors would be aware Local Government, through Southern Lights, and Essential Energy have been working to upgrade all street lighting to LED technology as part of bulk lamp replacement programs with Councils. Greater Hume's bulk lamp replacement program is due to commence in early 2021. Approximately 860 street lights exist throughout Greater Hume with only a small number currently being LED. The majority of existing street lights in GHC are a combination of 42 Watt Compact Fluorescent, 70 150 250 & 400 Watt High Pressure Sodium and 80 & 125 Watt Mercury Vapour lights which are based on old technology, out dated and non-energy efficient.

The new replacement LED lighting is far superior and brighter improving current lighting levels, whilst lowering greenhouse emissions and reducing existing operating costs. The new street lighting proposed will be a mixture of 17, 33, and 150 Watt LED lights. 17 Watt lights are generally used in residential areas where lights are closely spaced. 33 Watt lights are used in most areas, especially where lights (poles) are spread further apart (As is the case in Greater Hume's towns and villages). 150 Watt lights are used on main roads and CBD areas of towns, however can only be used where they are located on large outreaches and erected higher than normal residential street lights. Maps showing the location of all proposed lighting is attached in **ANNEXURE 11**).

It is to be noted that the bulk light upgrade program only involves the replacement of the light and not the brackets/outreaches so the installation of 150 watt lights can only be installed where the larger and higher brackets are already in place.

As part of the program, Essential Energy can install 10 additional lights at a reduced rate to normal installation costs and this will be funded from our normal street light allocation. (This is the maximum number allowed under the Public Lighting Code). It is intended to participate with this proposal and ten sites have been selected, from Council's current list of street lighting requests. The nominated 10 new street lights will be installed once the LED replacement works program is completed (see **ANNEXURE 11 – New Lighting - Requests**). Locations chosen for new street lights proposed are spread over various towns/villages throughout Greater Hume. Installation of these street lights will be carried out by local Essential Energy staff from local depots whereby the bulk lamp replacement program will be undertaken by contractors.

BUDGET IMPLICATION

Councils have been given the option to either pay for the lights as a lump sum or have Essential Energy fund the installation with recovery through regulated tariff

**ORDINARY MEETING OF GREATER HUME COUNCIL
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PROPOSAL TO UPGRADE EXISTING STREET LIGHTING TO LED[CONT'D]

Funding Options:

1. **Council Fund (Lump Sum)** - estimate of program costs
 - \$434.9K Upfront, Offset by ~ \$38.5 K Energy Savings Certificates
 - ~\$396.5K Nett Capital Upfront with offset of ESC Value
 - ~\$67.2K per annum benefit

2. **Essential Energy Fund (regulated tariffs)** - estimate of program costs
 - \$6.4k Up front, offset by ~\$38.5K Energy Savings Certificates
 - Capital recovered over 10 years through SLUOS charges
 - ~\$9.2 per annum years 1-10
 - ~\$67.2K saving per annum years 11+

As discussed in preparation of Council's budget, it was agreed that Council would fund the project through an internal loan from the Employee Leave Entitlement Reserve.

As shown in the attached Offer Letter (as attached in **ANNEXURE 11**) the amount Council is required to pay is \$443,648.28 ex GST (inclusive of 2% contingency). This will be reduced by the Energy Savings Certificates which is estimated at \$38,495.85 for a net cost of \$405,188.433.

Energy savings per annum are expected to generate \$67,193.65 per year which indicates a pay- back period of seven years.

CONCLUSION

The installation of LED street lighting will provide Council with better and brighter streetlights that are more energy efficient and ultimately provide subsequent cost savings to Council. If accepted installation is expected to take approximately six months to complete.

As shown in the attached Offer Letter, the amount Council is required to pay is \$443,648.28 ex GST (inclusive of 2% contingency). This will be reduced by the Energy Savings Certificates which is estimated at \$38,495.85 for a net cost of \$405,188.433.

RECOMMENDATION

That:

1. the submission from Essential Energy for the upgrade of 863 of Councils existing street lights to LED for a price of \$443,684.28 ex GST (includes 2% contingency) be accepted.
2. the General Manager be authorised to sign the LED Upgrade Acceptance Form dated 4 Sept. 2020.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
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ON WEDNESDAY, 21 OCTOBER 2020**

4. TENDER TL 06 – 2020/2021 - SUPPLY AND DELIVERY OF ROAD BASE FOR CUMMINGS ROAD

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To consider tenders for the supply and delivery of approximately 20,000 tonnes of road base (DGB20) to be used in the reconstruction of 6km of Cummings Rd, Culcairn

REFERENCE TO DELIVERY PLAN ACTION

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

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

DISCUSSION

This project is part of the Council 2020/21 Delivery Plan.

The works planned for Cummings Rd includes the reconstruction of the final 6km at the Olympic Highway end. The works will require in excess of 20,000 tonnes of DGB20.

In order to construct a pavement of quality it is preferable to use DGB20 material that conforms to TfNSW specifications. Tenders were called for TfNSW standard DGB20. Other non-compliant products such as a Local Road Mix (LRM) would be considered on the proviso that the material has been previously used by Council on a successful road project.

Advertisements were placed in the Border Mail and on Tenderlink.

Tenders closed on Tuesday 15th September 2020. Four tenders were received via the Tenderlink portal.

Submitted prices ranged from \$220,500.00 to \$525,000.00. All prices are exclusive of GST.

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

No.	Name	Remarks
1.	AP Delaney &Co (DGB)	\$525,000.00 (excl GST)
2.	Bald Hill Quarries (DGB)	\$500,430.00 (excl GST)
3.	Burgess Earthmoving (DGB)	\$220,500.00 (excl GST)
4.	Cartright Civil Contracting (DGB)	\$469,636.36 (excl GST)

The tender from Burgess Earthmoving contained a significant mathematical error. This matter was clarified post tender.

Upon inspection of the tenders it became apparent that the documentation from Bald Hill Quarry contained pricing for both DGB and LMR material although only the DGB price was written on the Tender Form.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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TENDER TL 06 – 2020/21 - SUPPLY AND DELIVERY OF ROAD BASE FOR CUMMINS ROAD [CONT'D]

No.	Name	Remarks
1.	AP Delaney &Co (DGB)	\$525,000.00 (excl GST)
2.	Bald Hill Quarries (DGB)	\$500,430.00 (excl GST)
3.	Bald Hill Quarries (LRM)	\$416,430.00 (inc GST)
4.	Burgess Earthmoving (DGB)	\$561,750.00 (excl GST)
4.	Cartright Civil Contracting (DGB)	\$469,636.36 (excl GST)

A table of the apportionment used to assess the tenders is **ENCLOSED SEPARATELY** for Councillors information.

Council Overseer and Gangers report that the Local Road Mix from Bald Hill Quarries has never been incorporated successfully into Council works. Thus, this material is non-compliant with the tender and was not considered. The compliant DGB supplied by Bald Hill Quarries has previously been used by Council and was found to have satisfactory CBR values however is by comparison with similar products from other sources proves to be a relatively dry and sandy material with lower plasticity.

Cartright Civil Contracting is a long established contractor based in Wodonga who has previously completed works for Greater Hume Council to a satisfactory standard.

The DGB20 material proposed by Cartright Civil Contracting has been inspected by the Council Overseer and Gangers scheduled to complete the Cummings Road project. The DGB20 material appeared to be of good quality with a satisfactory grading. The binder component is produced from the source material during crushing and appears to give the DGB20 a respectable plasticity. Further to this, it is anticipated that the DGB20 material will be delivered to site at close to optimum moisture content which should result in increased daily productivity with the associated significant cost savings in plant and labour.

Mr Paul Geering (Cartright Civil Contracting) attended a post-tender phone interview where he provided recent product grading test results and it was confirmed that he was satisfied that they have the personnel and equipment to complete the project in a safe and timely manner.

A copy of the grading test results for the DGB20 to be included in the proposed works is **ENCLOSED SEPARATELY** for Councillors' information.

BUDGET IMPLICATION

The tender price of \$469,636.36 (excl.GST) is consistent with the original project estimate for that portion of the works.

CONCLUSION

Four tenders were received for the supply of DGB20 for inclusion in works at Cummings Rd. All four tenders were considered.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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TENDER TL 06 – 2020/21 - SUPPLY AND DELIVERY OF ROAD BASE FOR CUMMINS ROAD [CONT'D]

The tender submitted by Cartright Civil Contracting has been assessed and there is no technical or practical reason to conclude that Cartright Civil Contracting are not capable of completing the contract to the required standard and within a reasonable timeframe.

RECOMMENDATION

That:

1. the tender submitted for Tender TL 06 - 2020/2021 by Cartright Civil Contracting of \$469,636.36 (excl. GST) be accepted.
2. the unsuccessful tenderers be notified.
3. the General Manager and the Mayor be authorised to sign the Contract with Cartright Civil Contracting.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
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ITEM TO BE REFERRED TO CLOSED COUNCIL

1. REVIEW OF ORGANISATION STRUCTURE

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present proposed amendments to the organisational structure specifically relating to Greater Hume Children Services.

REFERENCE TO DELIVERY PLAN ACTIONS

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

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

DISCUSSION

The purpose of this report is to advise Council of proposed changes to the organisational structure in accordance with section 332 1A and 1B of the Local Government Act, 1993.

As Councillors would be aware, Greater Hume Children Services has undergone significant expansion over the past two years as a result of taking over operations of the Henty, Walla Walla and Holbrook centre-based childcare services. During this period, a number of temporary staffing appointments have been made in order to bolster resources within the coordination unit based within the Greater Hume Children Services office in Jindera. In addition, a significant amount of recruitment has been undertaken to attract childcare staff to work on the floor at each of the centres.

The flexibility of existing staff, together with the temporary appointments made, has enabled each of the centres to operate effectively and deliver much-needed childcare services to the communities. However, the additional workload and ever-changing rostering requirements has placed enormous pressure on a number of the coordination unit staff, particularly the Team Leader. For example, the skills and experience of senior support coordinator staff have been utilised to back-fill staff shortages at the centres so as to ensure the ongoing delivery of childcare services.

Whilst the flexibility of all of the staff is commendable, it is nonetheless unsustainable to have senior coordination unit staff working on the floor at the centres. As a result, management and coordination unit staff have undertaken a strategic review of staffing needs across all Greater Hume Children Services functions and a revised staffing structure has been developed. The revised structure aims to:

1. Provide additional support to the Team Leader and ensure that the Team Leader has the capacity to undertake higher level strategic planning to ensure quality service provision and retain Greater Hume Children Services' excellent reputation within the community
2. Fill identified staffing gaps at each of the centres and most importantly ensure staff are working more manageable hours
3. Provide a structure that ensures staff fulfil their role, make decisions appropriate to their level of responsibility and clarify role expectations

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TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
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REVIEW OF ORGANISATION STRUCTURE [CONT'D]

4. Addition of two Educational Leader positions and additional administrative support to provide a reporting buffer between day to day operational staff and the Team Leader position.

BUDGET IMPLICATIONS

The additional employment costs resulting from the proposed organisation structure will be fully met by the additional funding received. That being the case, implementation of the proposed structure will not negatively impact on the overall operating position of Greater Hume Children Services.

CONCLUSION

Greater Hume Children Services has undergone significant expansion over the past two years as a result of taking over operations of the Henty, Walla Walla and Holbrook centre-based childcare services. During this period, a number of temporary staffing appointments have been made in order to bolster resources within the coordination unit based within the Greater Hume Children Services office in Jindera.

The flexibility of existing staff, together with the temporary appointments made, has enabled each of the centres to operate effectively and deliver much-needed childcare services to the communities. However, the additional workload and ever-changing rostering requirements has placed enormous pressure on a number of the coordination unit staff, particularly the Team Leader. As a result, management and coordination unit staff have undertaken a strategic review of staffing needs across all Greater Hume Children Services functions and a revised staffing structure has been developed to ensure the ongoing sustainable delivery of quality childcare services across the region

RECOMMENDATION

That the report on the review of Organisation Structure be referred to Closed Council (Committee Of The Whole) for discussion, in accordance with the relevant section of the Local Government Act 1993 section 10a (2)(a) personnel matters concerning particular individuals (other than councillors)

REASON FOR REFERRAL

The ability for councillors to discuss the staffing movements and the review of the Organisation Structure in a full and frank manner outweighs the need for the report to be discussed in Open Council at this point.

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

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

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

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

Rate collection comparison

This comparison will be reported to Council on a monthly basis for information.

Table 1

	2020/2021 Rates outstanding \$	% outstanding	2019/2020 Rates outstanding \$	% outstanding
30 September 2020	\$6,304,481	59.16%	\$6,317,752	59.37%

As demonstrated by the above Table 1 collections are tracking similar to last year and given that the first installment of rates this year had a due date of 30 September (normally 31 August) it is a very satisfactory result at this stage.

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

Economic Indicators

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

Post Code	Town	Number of businesses
2642	Jindera and others	228
2644	Holbrook	84
2658	Henty	58
2659	Walla Walla	37
2660	Culcairn	51

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

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

The data is for all applications processed for the June 2020 as at 25 September 2020. Jobkeeper applications have remained reasonably consistent over the past few months and it is unknown what impact there will be on the economy of Greater Hume when the support is wound back.

At the time of writing the report the June 2020 quarter unemployment statistics were unavailable.

BUDGET IMPLICATIONS

No new initiatives are planned at this point.

CONCLUSION

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

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

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

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

RECOMMENDATION

That the report be received and noted.

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TO BE HELD AT
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CORPORATE AND COMMUNITY SERVICES

1. LICENCE/LEASING – CROWN LAND

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To provide Councillors with information concerning leasing and licencing of Crown lands to which Greater Hume is appointed as Crown Land Manager.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

The *Crown Land Management Act 2016* (CLM Act) commenced on 1 July 2018. The CLM Act significantly reforms the use and management of Crown land in NSW.

Under the CLM Act Councils that are appointed to manage reserved Crown land, manage that land under the public land provisions of the *Local Government Act 1993 (NSW)* (LG Act).

For all Crown land that is classified as community land under s.3.23(7) of the CLM Act, Council is required to adopt a plan of management (PoM) by 30 June 2021. Under the LG Act, leases and licences can only be issued on land that is classified as community land where authorisation is provided in the adopted PoM.

To facilitate continued access to and use of the land prior to the adoption of a PoM, the CLM Regulation provides interim arrangements for the granting of short term licences up to one year for prescribed purposes under the CLM Act. Council has the ability to grant short term Licence Agreements during this period without requiring the Minister's consent. As Council does not have adopted plans of management in place for Crown reserves, short term Licence Agreements will be the only form of tenure available until the adoption of the PoMs.

The NSW Government has provided a Plans of Management Funding Support Program to Councils within NSW to assist with the development of the plans. The funding may only be used for meeting costs incurred in developing compliant PoMs for Crown reserves for which Council is the appointed Crown Land Manager and land classified as community land. The funding has enabled Greater Hume to appoint an external contractor to prepare the PoMs. These are now in the early stages of development and Council will comply with the deadline for adoption being 30 June 2021.

The income generated through leasing and licencing is a primary form of funding for a Crown Land Manager (Council). At a minimum it assists with any on-going running costs, and also provide funds for investment in maintenance, repairs and improvements.

In keeping with the existing Crown Lands structure when calling for Expressions of Interest to enter into a short term grazing licence on Crown land, Council requests that applicants submit an annual offer. However, the offer must be a minimum rent as detailed on the Expression of Interest Application.

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LICENCE/LEASING – CROWN LAND [CONT'D]

A minimum rent is a transparent mechanism whereby the public can be assured that there is at least a nominal monetary value placed on the use of Crown land. Council bases its minimum rent on the statutory minimum rent published by Crown Lands.

Income received from licenses and leases on Crown land is reserved for further maintenance and improvements on the Crown reserve over the longer term.

RECOMMENDATION

That the report be received and noted.

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ENGINEERING

1. **2020 – 2021 VP200755 SPRAYED SEALING WORKS GREATER HUME AND LOCKHART**

Report prepared by Manager Works – Ken Thompson

REASON FOR REPORT

To inform Councillors on the selection of a contractor for the provision of spray sealing works for Greater Hume and Lockhart 2020 - 2021.

REFERENCE TO DELIVERY PLAN ACTION

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

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

DISCUSSION

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

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

Following the RFQ process for this year, four tenders were received for the works. From the four tenders received Bitupave Ltd trading as Boral has been assessed as the most competitive for both councils, although not the lowest of the submitted prices. Boral's establishment costs for smaller works are less than other tenders and will therefore negate the additional cost over the period of the tender. Boral's tender was the only fully compliant tender received. The tender assessment is **ENCLOSED SEPARATELY** for councillors' information.

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

Total value for the works is \$2,465,352.37 exclusive of GST for both councils combined, with Greater Hume Councils portion being \$2,011,719.37 exclusive of GST.

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2020 – 2021 VP200755 SPRAYED SEALING WORKS GREATER HUME AND LOCKHART
[CONT'D]

BUDGET IMPLICATION

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

CONCLUSION

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

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

RECOMMENDATION

That the report be received and noted.

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PART C - ITEMS FOR INFORMATION

GOVERNANCE

1. WORKSHOP/BRIEFING SESSION SCHEDULE 2020/2021

REASON FOR REPORT

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

DISCUSSION

The current session dates are outlined in the table below.

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

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION For Councillors' information.

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2. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

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

DISCUSSION

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

- 20-37 Status of Special Covid-19 Measures

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

REASON FOR REPORT

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

DISCUSSION

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

4. ECONOMIC DEVELOPMENT QUARTERLY PROGRESS REPORT

Report by Executive Assistant Governance and Economic Development - Marg Killalea

REASON FOR REPORT

To update councillors regarding working projects undertaken by the Executive Assistant Governance and Economic Development Officer.

DISCUSSION

The report on projects being undertaken is attached at **ANNEXURE 12**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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5. TOURISM AND PROMOTIONS OFFICER'S REPORT

Report by Tourism and Promotions Officer – Kerrie Wise

REASON FOR REPORT

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

DISCUSSION

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

CORPORATE AND COMMUNITY SERVICES

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

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

2. STATEMENTS OF BANK BALANCES AND INVESTMENTS AS AT 30 SEPTEMBER 2020

The statement of bank balance and investment report as at 30 September 2020 is attached at **ANNEXURE 14**.

3. PEOPLE & CULTURE REPORT FOR SEPTEMBER 2020

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

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

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PEOPLE & CULTURE REPORT FOR SEPTEMBER 2020 [CONT'D]

LEGISLATION / POLICIES / PROCEDURES

- Undertaking review of policies and procedures

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 – meeting held 24 September; next meeting 15 October 2020.

RECRUITMENT

- Recruitment in progress:
 - Seasonal Swimming Pool Lifeguards – Various locations
 - Team Leader Centre Based – Jindera
 - Early Childhood Teacher – Henty and Holbrook
- New employees commencing with Council:
 - Stephanie Turner-Pope – Childcare Educator Henty (previously a Trainee via ATEL)
- Position/role changes with existing Council employees:
 - Nil
- Employees ceasing duties with Council:
 - Jena Mazzocchi – Casual Childcare Educator
 - Anthony McKoy – Plant Operator
- Positions advertised:
 - Seasonal Swimming Pool Lifeguards – Various locations
 - Maintenance Grading Leading Hand – Jindera – internal applications closed 28 September
 - Construction Ganger – Jindera – applications closed 18 September
 - Team Leader Centre Based – applications closed 9 October
 - Early Childhood Teacher – Henty and Holbrook – applications closed 9 October

WORKPLACE RELATIONS

- Participate with Outdoor Staff quarterly meetings – meeting held on 10 September; next Outdoor meeting 10 December 2020
- Coordinate and administer Consultative Committee – meeting held on 10 September; next meeting 10 December 2020
- Participate with Risk WHS Committee – meeting held 10 September; next meeting 10 December 2020
- LGNSW HR Networking Meeting – virtual meeting held 9 September
- Employee Long Service Award Presentations – 10 and 17 September

PROFESSIONAL DEVELOPMENT & LEARNING

- Human Resources and Industrial Relations Mentoring
- StateCover 'Vault' Technology Demonstration and Health and Wellbeing Program Overview – 16 September

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PEOPLE & CULTURE REPORT FOR SEPTEMBER 2020 [CONT'D]

PERFORMANCE MANAGEMENT

- 87% of annual Performance Appraisals are complete within the Pulse Employee Performance Management Module. People and Culture are working alongside the remaining 13% to have them completed

3.

HEALTH & WELLBEING

- Coordination of Phase 4 of Council's Early Intervention Health and Wellbeing Program with Align. Program consists of a Physiotherapist and Health and Wellness Consultant. Health and Wellness Consultations have now recommenced onsite.

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 LIBRARY SERVICES – REPORT FOR OCTOBER 2020

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

REASON FOR REPORT

To inform Council on library membership and participation in library

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

2020 State Trainee of the Year

On Friday 9 October Emily Jones Youth Officer for the Greater Hume Council was announced the 2020 NSW Trainee of the Year. The NSW Trainee of the Year Award is presented to an individual who is undertaking a traineeship and has been outstanding in all aspects of their training.

Emily will now travel to Sydney on 1 November 2020 as a finalist for 2020 National Trainee of the Year Award. Winners from each state and territory will compete for the national award title. For this stage of the awards Emily will participate in a number of interviews and professional development activities.

NSW Public Library Association Executive Library Manager

Susan Kane Library & Youth Services Team Leader has been elected as the new Country Library Manager Representative for NSW Public Library Association Executive Committee

The NSWPLA is the peak body for public libraries in NSW.

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

Greater Hume Council Libraries during COVID-19

From 1 July 20 Greater Hume Council Libraries with ongoing support from Riverina Regional Libraries have continued to provide collections, programs and services using a blended service model adhering to the Library COVID-19 Safety Plan.

Programs	Description	No. programs delivered (July to Sept 2020)
Home Delivery Services	Library resources are delivered to library members' homes/age care facilities	10
Online storytime Sessions	Staff present storytime online for children unable to attend the library due to social distancing requirements	4
Zooming into schools	Library staff present storytime to school students using Zoom technology	4
Book Reviews	New book information is posted on social media	3
One on One Storytime	Due to social distancing staff have commenced presenting storytime sessions to family groups	6
Online Holiday programs	Customers pick up holiday programs from the library and watch social media presentations on the TV	2
Technology Support	Staff providing technology support to members of the community	41
Lucky Dips	Young people borrow from the library and have an opportunity to access the lucky dip full of prizes.	25

With continual reference to the Library Covid-19 Safety plan, from October 2020 the Greater Hume Council Library will recommence a number of programs and services in libraries or as outreach services in the community. Programs and services will include:

- Tech Savvy Seniors
- Be Connected Get Online Week 2020
- Storytime in library facilities
- After School Homework Club
- Festival of Book Week 2020
- Holiday programs

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GREATER HUME LIBRARY SERVICES – REPORT FOR OCTOBER 20 [CONT'D]

Libraries no longer charging overdue fines from 1 July

From 1 July 2020, branches of the Riverina Regional Library including Greater Hume Council Libraries will no longer be charging overdue fines for books, DVDs or any other items returned late, no matter how overdue they are.

Member will still need to pay for lost or damaged items as well as reservations charges

Social Media

Libraries have seen an increase in social media engagement statistics as an increased number of programs and services continue to be presented using Facebook and Instagram platforms.

Instagram Facebook

Greater Hume Council Libraries – Reach 4735 Engagement 1525 168 followers	Henty - 228 Followers - 6600 Reach - 4016 Engagement	Culcairn – 235 Followers - 1881 Reach - 835 Engagement	Jindera – 50 Followers - 342 reach - 145 Engagement	Holbrook – 268 Followers - 2236 reach - 691 Engagement
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In total the Greater Hume Libraries Facebook pages combined have a total of 781 constant followers, a reach of 11,059 and an engagement level of 5,687. The Greater Hume Libraries Instagram page has 168 constant followers, a reach of 4,735 and an engagement level of 1,525.

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

The Greater Hume Council's successful Seniors Staying Connected in Times of Isolation grant which allowed the opportunity for 30 iPads to be purchased.

Currently iPads have been distributed to four Age Care Facilities, hospitals and residents in the Greater Hume Council. Please see below:

iPads have been to date distributed to:

Henty Myoora Homestead	3
Henty Hospital	3
Jindera Hostel	3
Culcairn Hospital	3
Culcairn Resident	3
Holbrook Village Hostel	3
Holbrook Hospital	3
Henty Residents	3
Total	24

iPads have also been used recently as an outreach program connecting over thirty members of the Henty Men's Shed with residents at Henty Hospital who previously were long term members of the Men's Shed.

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GREATER HUME LIBRARY SERVICES – REPORT FOR OCTOBER 20 [CONT'D]

Statistics

Static Libraries Service – July to September 2020

Branch	HENTY	CULCAIRN	HOLBROOK	JINDERA
Loans	1338	1200	1918	396

Mobile Library Service – July to September 2020

Location	Brocklesby	Burrumbuttock	Gerogery	Jindera	Walbundrie	Walla	Woomargama
Loans	122	36	118	190	98	282	13

Please note that COVID-19 has impacted on statistics for both static and mobile library services.

BUDGET IMPLICATION

Operational costs for Council static and mobile library services are included in Council's recurrent budget.

CONCLUSION

The Greater Hume Council Libraries have undertaken a number of successful programs and services for towns and villages in the Greater Hume Council from July to September. From October libraries will be recommencing Storytime and Homework Club as well as technology programs at all times adhering to the Library COVID-19 Safety Plan.

For Councillors' information.

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5. 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 twice yearly

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.

Greater Hume Youth Officers have continued work on and develop programs and activities that can be completed while working within the COVID-19 restrictions. Most activities due to be completed this year have been postponed until next year to allow for maximum participation and safety for all involved.

School Holiday Activities –

- For the July School Holidays the Greater Hume Youth Officers partnered with the Mindful Warrior to create three videos which were uploaded onto the Youth Advisory Committee Facebook page. The videos were well received
- The October School Holiday project are Youth Packs. There are three packs that the young people can choose from, Fitness Pack, Wellbeing Pack, and School Pack that they can pick up from any Council Office/Library for free.

The promotion for all youth events is reaching great numbers on the Facebook page. There are currently 329 page likes and over 4,786 followers and reactions to the material. The GHC_YAC Instagram page has 1,766 impressions, a reach of 3,000 and over 102 constant followers in the time it has been live.

Youth Events and Training implemented from the Youth Action Plan from July 2020 to September 2020

Program	Month	Location	Participants
July School Holiday Program	July	Facebook	1000+
Billabong Youth Advisory Committee Meeting	August	Zoom	4
St Pauls Youth Advisory Committee Meeting	August	Zoom	7
St Pauls Youth Advisory Committee Meeting	September	Zoom	10

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GREATER HUME YOUTH PROGRAMS AND EVENTS [CONT'D]

BUDGET IMPLICATION

Programs are funded from existing budget allocations.

CONCLUSION

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.

For the information of Councillors.

ENGINEERING

1. **SEPTEMBER REPORT OF WORKS**

Grants Program

State Roads Maintenance (RMCC):

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

Bamboo growing along the roadside of Olympic Highway (MR78) has been removed.

Regional Roads Block Grant:

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

Heavy Patching on Jingellic Road (MR331) Lankeys Creek area has been carried out. Staff have also undertaken minor patches along various sections of Jingellic Road.

Pavement maintenance has been carried out on Urana Road (MR125).

Local Roads

Sealed:

General maintenance on local roads is continuing.

Annual spraying and slashing of roads has commenced.

Approximately 300m of road reconstruction and widening over a crest on Mountain Creek Road is complete including sealing and line marking.

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REPORT OF WORKS [CONT'D]

Unsealed:

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

- Ashcrofts Road
- Bahrs Road
- Bowlers Road
- Ferndale Road
- Henty Swamp Road
- Jerra Jerra Road
- Kings Bridge Road
- Kreutzbergers Road
- Nolans Road
- Quartz Hill Road
- River Road
- Rockville Road
- Top Springs Road
- Trebleys Road
- Walla Cemetery Road
- Walla Swamp Road
- Weeamera Road

Urban Streets:

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

Drainage repairs in Queen Street, Walla Walla is complete.

Minor footpath repairs have been carried out in Culcairn and Holbrook.

General:

General maintenance of public toilets and parks is continuing.

Line marking at the school bus zones in Holbrook has been carried out.

Upgrade of the carpark at Woomargama Hall has been completed and landscaping will be carried out shortly.

An inspection program for all major bridges within the Greater Hume area has commenced and will be ongoing. This schedule will eventually include all bridges and culverts.

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

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REPORT OF WORKS [CONT'D]

Monthly Works Maintenance Expenditure:

Local Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Urban Local Roads Maintenance	\$520,200	\$130,050	\$121,193	\$8,857	
Rural Roads Sealed	\$800,000	\$200,000	\$170,211	\$9,789	
Rural Roads Unsealed	\$1,131,656	\$282,914	\$387,367	-\$104,453	Over Expenditure is reducing. This over expenditure is related to additional maintenance requirements caused by weather events. This will continue to be monitored over the coming months.
Street Tree Maintenance	\$247,387.00	\$61,847	\$54,935	\$6,912	

Regional Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Regional Roads Maintenance	\$795,220	\$198,805	\$139,944	\$58,861	
Regional Roads Capital	\$1,116,380	\$279,095	\$111,135	\$167,960	Council's sealing program will commence in coming months, which will see this under expenditure addressed.

Sportsgrounds, Parks & Public Toilets	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Sportsground Maintenance	\$166,050	\$41,512.50	\$30,464	\$11,048	
Parks & Gardens Maintenance	\$290,641	\$72,660	\$67,843	\$4,817	
Public Toilets Maintenance	\$173,154	\$43,289	\$29,801	\$13,487	

NB : Sportsground Maintenance excludes annual GHC contribution payment

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2. WATER & SEWER REPORT – SEPTEMBER 2020

Capital Works Program:

- Holbrook – sewer main relining – WIP
- Henty – sewer main relining – WIP
- Replace non-compliant ladders Culcairn Water Treatment Plant - Completed
- Replace non-compliant ladders Brocklesby, Burrumbuttock & Gerogery reservoirs - Completed

Operation & Maintenance:

- New water service connection – 217 Coogera Circuit, Jindera
- Water main repair – 2364 Urana Rd, Burrumbuttock
- Water main repair – 143 Jindera St, Jindera
- Water service repair – 20 Kirdeen St, Culcairn
- Sewer choke – 14 Melrose St, Culcairn
- Sewer choke – Comer St, Henty
- Sewer choke – SPS 2 Walla Walla

Other:

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

Drinking Water Monitoring Program:

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

Water Quality Complaints

Date	Location	Problem	Action Taken
15/9/2020	603 Glenellen Rd, Glenellen	Poor taste	Chlorine test ok. At the time of visit customer was happy with water quality- No more action taken

Water Supply Sourced and Used

1 July 2020 – 30 September 2020	2018/2019	2019/2020	2020/2021
Culcairn Water Supply (ML)	29.5	29.9	27
Village Water Supply (ML)	62.94	64.84	68.1
Totals (ML)	92.44	94.74	95.1

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

Filling Stations Transactions

- Filling station sites - 39 transactions during the September 2020 period
- **Yearly Total Transactions - 93**

Filling Stations Usage

Station	September 2020 Total KL	2020-2021 Yearly Total
Culcairn	67.57	250.49
Jindera	74.1	208.7
Brocklesby	1.8	35.9
Burrumbuttock	0	28.2
Gerogery	0	4.3
Totals (KL)	143.47	527.59

Filling Station Customer Usage

Customer	September 2020 Total KL	2020-2021 Yearly Total
Council – Road Construction, Maintenance & Tree Watering	12.2	109.92
Contractors – Water Carters, Households & Roadworks	125.67	376.17
Residents	1.8	32.1
Fire Brigade (RFS)	3.8	9.4
Totals (KL)	143.47	527.59

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF SEPTEMBER 2020

The schedule of development applications processed for the month of September 2020 is attached at **ANNEXURE 15**.

2. RANGER'S REPORT – SEPTEMBER 2020

COMPANION ANIMALS

No. of Complaints Received 21	Including: 5 barking dog, 16 roaming dogs, dealing with an aggressive dog, 2 nuisance dog, 1 Menacing Order issued and dog compliance checks conducted		
No. of dog attacks: 2	Location:	Walla Walla	2 Kelpie dogs chasing cattle and put through fence at night, dogs impounded and Nuisance Orders issued.
	Culcairn		A dog jumped a fence and was acting aggressive toward a dog being walked. Nuisance Dog Order and infringement issued.
Comments:			
		Dogs	Cats
In Council's Facility at Beginning of Month			
Captured & Returned to Owners		12	
Captured & Impounded		4	5
Released from Pound to Owners		4	1
Surrendered by Owners		1	
Rehomed			1
Euthanased		1	2
Remaining in Council's Facility at End of Month			1

FERAL CATS

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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 21 OCTOBER 2020**

RANGER'S REPORT [CONT'D]

LIVESTOCK

	Cattle	Sheep	Horse	Goats	Other Alpacas
No. of Reports of Stock on Roads	6	4	1		
Instances - Returned to owners	6	4	1		
Impounded					
Vehicle accidents involving stock					

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

Removed 3 roosters from Woomargama National Park entrance that had been dumped.

ABANDONED VEHICLES

9 vehicles currently impounded.

1 claimed by owner.

2 removed to landfill.

Jindera – removed by owner.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted 138 Notice of Proposed Orders issued. 1 Order issued.
Pollution: Noise	Jindera – barking dogs warning and ongoing monitoring. Woomargama – motorbikes, warning issued and monitoring, letter sent. Holbrook – monitoring barking dogs. Henty x2 barking dogs ongoing monitoring.
Pollution: Waste	Culcairn - Cummings Road rubbish removed by Council.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections			
Pre-Purchase Inspections			
OSMS Orders issued	1		
OSMS Orders Compliance Inspections	14	14	
Plumbers Site Inspections	2	2	
OSMS Upgrade Applications Received	4	4	
OSMS Approvals To Do Works Issued	4		
OSMS Approvals To Operate Issued	3		
AWTS Service Contract Renewal Letters			
Local Government Application Approvals			
Local Government Approval Inspections			
Local Government Approval Soil Report Assessments			

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RANGER'S REPORT [CONT'D]

Inspection Type	Total	Pass	Fail
OSMS Rate charge enquires			
Septic Enquiry	1		
Solicitors letter	4		
Vacant Land checks			

OTHER WORKS CONDUCTED

- RID online (Report Illegal Dumping online) updating with data entry.
- Holbrook, Culcairn and Jindera landfill site works, land fill water pump and refuelling conducted and camera checks.
- Bees kept in residential area, inspections conducted.
- Rabbit control at Culcairn and Holbrook conducted with weed officers.
- Background noise monitoring Henty.
- Gun safe inspection and licence update for compliance requirements.
- Assist RSPCA with companion animal and stock welfare issues.
- Companion animal's data entry backlog due to system upgrade.
- Sound monitoring various locations.
- Firewood collection permit checks.
- Four Orders issued for excessive cars at properties.

3. SENIOR WEEDS OFFICER'S REPORT - SEPTEMBER 2020

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

Spraying of waste facilities and cemeteries is ongoing throughout the Council area.

Spraying of Horehound and control work of Montpellier Broom has been completed throughout the Council area.

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

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

Controlling and monitoring of rabbit infestations throughout the Council area.

General roadside and property inspections have been completed throughout the Council area.

PART D

Nil.