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**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 JUNE 2021**

MAYORAL MINUTE

1. GENERAL MANAGER RECRUITMENT TIMELINE

At the August 2020 meeting of Council it was resolved that the contract of Council's current General Manager, Steven Pinnuck, be extended to 30 June 2022.

It is now proposed that Council adopt a timeline and process in relation to the recruitment of the new General Manager. The following timeline and process is proposed:

Action	Timeline
Finalise Consultant Brief	Mid-August 2021
Call for Expressions of Interest (EOI's) from Consultants	31 August 2021
Close EOI's	30 September 2021
Report to Council to appoint Recruitment Consultant	October 2021
Meet with Consultant to commence preparation of GM recruitment Information Pack (in a workshop of all Councillors)	Mid November 2021
Information Pack finalised	December 2021
GM recruitment advertising commences	Mid February
Application close	Mid March
Interviews (Good Friday is 15 April)	first half of April
Appointment offer made	By the end of April
Negotiations concluded	Mid May
New GM commences	1 July 2022

RECOMMENDATION

The Council adopt the following timeline and process in respect to the recruitment of the new General Manager for Greater Hume Council:

Action	Timeline
Finalise Consultant Brief	Mid-August 2021
Call for Expressions of Interest (EOI's) from Consultants	31 August 2021
Close EOI's	30 September 2021
Report to Council to appoint Recruitment Consultant	October 2021
Meet with Consultant to commence preparation of GM recruitment Information Pack (in a workshop of all Councillors)	Mid November 2021
Information Pack finalised	December 2021
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OFFICERS' REPORTS – PART A - FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. **AMENDMENT TO GREATER HUME LOCAL ENVIRONMENTAL PLAN 2012 - ZONING & MINIMUM LOT SIZE CHANGES FOR EXPANSION OF THE JINDERA INDUSTRIAL ESTATE**

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

The public exhibition of the abovementioned planning proposal concluded on 22 February 2021. This report will:

1. Discuss the public responses to the exhibition.
2. Explain the post exhibition process which may result in the gazettal of the amendments to the Greater Hume Local Environment Plan 2012 (GHLEP); and
3. Provide recommendations to Council so that the process leading to the gazettal of the amending LEP can continue.

REFERENCE TO THE DELIVERY PLAN

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

Outcome 3.2 Our towns and villages are revitalised

DISCUSSION

The November 2020 Ordinary Meeting of Council received a report on a planning proposal prepared by Council that sought amendments to the GHLEP seeking to reinstate the zoning and minimum lot size that was originally applied to the land. Specifically the amendment proposes to rezone approximately 20 hectares of land on the corner of Hawthorn and Urana Road from R5 Large Lot Residential to RU5 Village to provide for the future growth of the Jindera Industrial Estate. In response to that report the following was resolved by Council:

5764 RESOLVED [Quinn/Hicks]

That:

1. *In accordance with Section 3.34 of the Environmental Planning and Assessment Act 1979 Council resolve to submit to the Department of Planning, Infrastructure & Environment the planning proposal for the zoning and minimum lot size to facilitate the expansion of the Jindera Industrial Estate and seek a Gateway Determination.*
2. *Council advise the Department that it would like to utilise its planning system acceleration program as Council intends to develop land in a timely manner.*
3. *Council resolve to exhibit the planning proposal in accordance with the Gateway Determination.*

It is advised that Council sought a gateway determination in accordance with the abovementioned Council resolution. Council received a reply to the correspondence which advised Council that Department Planning, Infrastructure and Environment required some additional information which resulted in an amendment to the proposed planning wherein the proposal changed to be as follows:

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AMENDMENT TO GREATER HUME LOCAL ENVIRONMENTAL PLAN 2012 - ZONING & MINIMUM LOT SIZE CHANGES FOR EXPANSION OF THE JINDERA INDUSTRIAL ESTATE [CONT'D]

Specifically, the amendment proposes to rezone approximately 20 hectares of vacant land on the corner of Hawthorn and Urana Roads from R5 Large Lot Residential to IN1 General Industrial to provide for the future growth of the Jindera industrial estate. The amendment also seeks to rezone the existing Jindera Industrial Estate from RU5 Village to IN1 General Industrial consistent with the recommended zoning for undeveloped portion of land located to the south of this estate.

The Planning Proposal also proposes to remove the Minimum Lot Size (MLS) applicable to the land.

Council staff resubmitted the amended planning proposal and received a Gateway determination on 19 April 2021 which required further updates prior to community consultation. The exhibited version of the Planning Proposal is included as **ANNEXURE 1**. These amendments were made and the planning proposal has been publically exhibited from Friday 7 May 2021 until Monday 7 June 2021.

It is advised that there have not been any submissions received from the exhibition of the planning proposal so it will be recommended to Council that the Planning Proposal need not be amended. Consequently the next step is for a request to be submitted to Parliamentary Counsel for drafting of the amendment to the LEP and the provision of an opinion on the validity of the proposal. Once this has been provided then the delegate of the Minister for Planning and Public Spaces (the General Manager) can consider a Section 3.36 report on the planning proposal and decide to make or not make the amending LEP. Notification is then required to be made on the NSW Legislation website.

BUDGET IMPLICATIONS

The budget implications of proceeding with the planning proposal has been reported to Council previously.

CONCLUSION

This report has provided an overview on the process for amending the GHLEP and no submissions have been received and so the following recommendations are considered to be appropriate.

RECOMMENDATION

That:

1. As a result of the exhibition of the planning proposal Council resolves not to make any changes to the amendments to the Greater Hume Local Environmental Plan 2012 stipulated within the planning proposal.
2. The planning proposal be forwarded to Parliamentary Counsel for drafting of the amendment to the Greater Hume Local Environmental Plan 2012 and the provision of an opinion on the validity of the proposal.
3. Subject to a favourable response from Parliamentary Counsel the delegate of the Minister for Planning and Public Spaces (the General Manager) be permitted to consider a Section 3.36 Planning Report on the planning proposal and decide to make or not make the amending LEP and undertake notification on the NSW Legislation website.

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**2. GREATER HUME COUNCIL SECTION 7.12 FIXED DEVELOPMENT CONSENT
LEVY DEVELOPMENT CONTRIBUTIONS PLAN 2021**

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

To seek the adoption of the draft Greater Hume Council Section 7.12 Fixed Development Consent Levy Development Contributions Plan 2021 (the draft plan).

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

This version of the draft plan was re-exhibited due to changes made to the work schedule to include a contribution for flood works for Culcairn and Henty.

The draft plan was subject to public exhibition for 28 days concluding on 7 June 2021 which is in accordance with Clause 28 of the Environmental Planning and Assessment Regulation 2000 and Schedule 1 of the Environmental Planning and Assessment Act 1979. The exhibition notice advised that Council was re-exhibiting the draft plan and it would be a replacement for Greater Hume Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2019.

The draft plan has been on exhibition on Council's website. Residents were advised to make a written submission if any concerns were raised in relation to the draft plan.

It is advised that two submissions were received from the one person, the first in response to the original exhibition and the second to the re-exhibition of the draft plan (**ANNEXURE 2**) and the submitter has made a number of suggestions as to the proposed work schedule. It is indicated in one of the submissions that the expenditure of the funds should align with the planning priority actions that are contained within the Greater Hume Council Local Strategic Planning Statement.

Section 7.12(3) of the Environmental Planning and Assessment Act 1979 indicates that:

Money required to be paid by a condition imposed under this section is to be applied towards the provision, extension or augmentation of public amenities or public services (or towards recouping the cost of their provision, extension or augmentation). The application of the money is subject to any relevant provisions of the contributions plan.

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GREATER HUME COUNCIL SECTION 7.12 FIXED DEVELOPMENT CONSENT LEVY DEVELOPMENT CONTRIBUTIONS PLAN 2021 [CONT'D]

The work schedules contained in the re-exhibited draft plan is shown below:

Project description	Project No	Estimated cost	Estimated time frame
Contribution to Flood Works	1	\$203,000	1 – 2 years
Morven Drainage – Brownrigg Street	2	\$170,000	1 – 2 years
Jindera Multi-Purpose Hall	3	\$150,000	2 – 3 years
Jindera Dog Park	4	\$50,000	2 - 3 years
Culcairn Recreation Reserve Playground	5	\$70,000	2 – 3 years
Walla Walla Hall/Childcare Centre Carpark Shade	6	\$150,000	3 - 5 years
Morven Community Park Project	7	\$200,000	3 – 5 years
Holbrook Dog Park	8	\$50,000	3 – 5 years
Henty Public Toilet/RV Stop	9	\$200,000	3 – 5 years
Henty Dog Park	10	\$50,000	3 – 5 years
Culcairn Dog Park	11	\$50,000	3 – 5 years
Culcairn Public Toilet/RV Stop	12	\$200,000	3 – 5 years

It is the view of the author that the expenditure contained within the work schedule aligns with the requirements of Section 7.12(3) of the Environmental Planning and Assessment Act 1979.

BUDGET IMPLICATIONS

Council benefits financially from the plan through off-setting the cost of providing public amenities and services into the future. The amendments to the plan will provide funds for essential community projects.

CONCLUSION

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

RECOMMENDATION

That:

1. In accordance with section 31(1)(a) of the Regulations, Council adopt the Greater Hume Council Section 7.12 Fixed Development Consent Levy Development Contributions Plan 2021 in the same format that it was advertised.
2. In accordance with section 31(2) of the Regulations, Council place an advertisement upon its website advising of the adoption of the Greater Hume Council Section 7.12 Fixed Development Consent Levy Development Contributions Plan 2021.
3. In accordance with Section 32(2) of the Regulations, Council repeals the Greater Hume Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2019 and places an advertisement upon it website advising of the repeal of the Greater Hume Council S7.12 Fixed Development Consent Levy Development Contributions Plan 2019.

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3. DEVELOPMENT APPLICATION 10.2021.82 – NEW ROOF STRUCTURE AND DECK - LOT 2 DP1080671 AND LOT 3 DP759118 – 679 WOOMARGAMA WAY, WOOMARGAMA – WOOMARGAMA HOTEL

Report prepared by Building Surveyor – Adrian Gilby

REASON FOR REPORT

Council is in receipt of a development application for the demolition of an existing attached roof structure and construction of a new roof structure and deck (“proposed development”). The site is 679 Woomargama Way Woomargama described as Lot 2 DP1080671 and Lot 3 DP759118 (“the subject land”). The applicant is Rob Pickett Design and the landowner is William Wearn.

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 a submission to the proposal being received.

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

An application has been received for the demolition of an existing attached roof structure and construction of a new roof structure and deck attached to the Woomargama Hotel. The zoning is RU5 Village and the development is permissible within this zone. Refer **ANNEXURE 3**.

The plans submitted to Council indicate the development meets all the requirements of Council’s DCP.

The proposed development is for the demolition of an existing attached roof structure used as an outdoor area for patrons of the hotel and construction of a new outdoor roof structure and deck. The construction also includes an accessible ramp. The construction will be attached to the western side of the hotel and extend forward across part of the northern side of the hotel that faces Woomargama Way.

The hotel owner has applied for and received approval from Council to lease an area of land forward of the existing hotel footprint to allow for the proposed development.

A submission has been received by ML Corr & WM Samuals the owners of 8-10 Dickson Street West Woomargama which is the property they reside at and is behind the hotel and motel.

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2 DP1080671 AND LOT 3 DP759118 – 679 WOOMARGAMA WAY, WOOMARGAMA –
WOOMARGAMA HOTEL [CONT'D]

Mr Adrian Gilby

Building Surveyor

Greater Hume Council

Re your ref: AG: SG:P10055879

Dear Adrian

In response to the notification of Development Application for Woomargama Village Hotel,
(roof demolition new deck and new roof structure), we have no objection except to say that
the increased volume of patrons

and subsequent noise level may result in concerns for us living behind the establishment.

Consideration to install some form of sound buffer at or near the fenceline adjoining the pub
and our property would be appreciated.

Yours faithfully

ML Corr & WM Samuels

8 -10 Dickson Street West

WOOMARGAMA NSW 2644

Mob ph 0478729499 (Corr)

0413542876 (Samuels)

21/05/2021

The submission indicates clearly that the respondents do not object to the proposed development. However, due to potential increased volume of patrons and subsequent potential noise increase, they ask for consideration to install some form of sound buffer at or near the fence line adjoining the hotel and their property.

The proposed development meets all DCP requirements including context, setting, appearance, design and heritage consideration. Appropriate noise conditions have been placed on the development consent.

The DA assessment determined that there will be no negative changes to the current site/property or the streetscape. Improved functionality and accessibility will result.

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The improvement proposed will help the hotel to operate ensuring its longevity.

The proposed development clearly has the intention to improve the amenity of the Hotel and to facilitate for more patronage. If more patrons are using the outdoor area then an increase in noise may be a result.

Noise issues of this calibre are dealt with if and when they arise by Council in accordance with noise control regulations under the Protection of the Environment Operations Act 1997.

The submission and its points have been addressed fully later in this report.

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

Nil.

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 construction of any development or structure which would be permissible in the zone is permitted with consent. In this instance the proposed development is permissible with consent in the RU5 Village zone.

Development Control Plans

This development application is for the demolition of an existing attached roof structure and construction of a new roof structure and deck attached to the Woomargama Hotel. The proposed development meets all the requirements of the Greater Hume Development Control Plan 2013 ("the DCP"), for commercial development.

The upgrades will complement the existing hotel/site and increase the use of the hotel with added flexibility to the building.

The proposed development will improve the building/site amenities, access and egress particularly for people with a disability.

The proposed development will suit the existing scale, density, setbacks and character of the neighbourhood.

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The proposed development will not have any adverse impact to the existing neighbourhood character.

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

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

ISSUE	ACCEPTABLE	RESPONSE
Context & setting	✓	The proposed development will have impacts on the context and setting of the allotment. A similar structure and use of that structure exists. The intent is for positive impacts which is supported by Council. The proposed development is consistent with the adjoining dwellings and appropriate for the site in regard to building form, materials and orientation. There will be no negative changes to the current site/property or the streetscape. Improved functionality and accessibility
Noise	✓	The proposed development clearly has the intention to improve the amenity of the Hotel and to facilitate for more patronage. If more patrons are using the outdoor area then an increase in noise may be a result. This is a concern from the owners at 8-10 Dickson Street West. Their view is that it is not unreasonable to have some form of sound buffer at or near the fence line adjoining the hotel and their property of residence. Noise issues have not arisen yet and may not. Noise issues of this calibre are dealt with if and when they arise via the noise control regulations under the Protection of the Environment Operations Act 1997. Appropriate noise conditions have been added to the development consent
Access & parking	✓	Nil effect
Roads & traffic	✓	Nil effect
Utilities	✓	Nil effect

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ISSUE	ACCEPTABLE	RESPONSE
Heritage	✓	The Hotel is Heritage listed. The proposed additions will not have a detrimental effect in terms of heritage impact on the heritage significance of the hotel or Woomargama. Parts of the hotel are modern and have been extended onto over the years. The improvement proposed will help the hotel to operate ensuring its longevity. The development whilst it will affect the overall appearance of the hotel, all external walls and openings will not be negatively affected.
Archaeology	N/A	-
Stormwater	✓	Nil effect
Soils & erosion	✓	Nil effect
Flora & fauna	N/A	-
Flooding	✓	Nil effect
Bushfire	✓	Nil effect
Technological hazards	N/A	-
Safety, security & crime prevention	✓	Nil effect
Privacy	✓	Nil effect
Landscaping	✓	Existing landscaping. Proposal includes the removal of 2 mature palm trees. The owner of the hotel initially looked at saving the trees and constructing around them, however this is not viable and the trees will have to be removed for the development.
Overshadowing	✓	The proposed development will not cause any problematic overshadowing to neighbouring properties due to the setbacks and the roof structure being positioned on the western side of the Hotel
Land resources	N/A	-

The suitability of the site for the development

The proposed development is for improved amenity to an existing Hotel on the site. The proposed development meets all the requirements of the Greater Hume Development Control Plan 2013 (“the DCP”), for commercial development.

Any submissions made in accordance with this Act or the Regulations

As mentioned a submission has been received that raises concerns about a potential increase in noise due to a potential increase in patronage.

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The concerns are addressed in the table below:

<p>1. The potential for increase patronage at the Hotel and subsequent result in increased noise level may result in concerns for the owners and residence at 8-10 Dickson Street West, Woomargama.</p> <p>2. The submission asks for Council consideration to install some form of sound buffer at or near the fence line adjoining the Hotel and the affected property.</p> <p>3. The owners and residence of 8-10 Dickson Street West believe it is not unreasonable to expect some sort of sound buffer installed to reduce the noise affecting the amenity of the surrounding areas to the Hotel.</p>	<p>Noise issues of this calibre are dealt with if and when they arise via the noise control regulations under the Protection of the Environment Operations Act 1997.</p> <p>Noise issues have not arisen yet and they may not in the future.</p> <p>Appropriate noise conditions have been added to the development consent</p>
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The public interest

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

- 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 potential detriment to immediate adjoining neighbours with any potential increase in noise level and frequency.

However the general public benefit outweighs the general public detriment.

The proposed development meets all the requirements of Council's DCP.

The possible noise concerns raised by the submission have not happened yet.

Appropriate noise conditions have been added to the development consent to deal with any potential noise issues in the future.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

1. Approve the application, with or without conditions;
2. Defer the application for further information or redesign; or
3. Refuse the application.

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

RECOMMENDATION

Pursuant to Clause 4.16 and 4.17 of the Environmental Planning and Assessment Act 1979, Council grants consent for a new roof structure and deck subject to the following conditions:

APPROVED PLANS

1 Compliance with Plans and Conditions

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

2 Time Period of Consent

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

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

PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

3 Payment of Long Service Levy

Prior to the issue of a construction certificate a receipt for the payment of the long service levy payable under Section 34 of the Building and Construction Industry Long Service Payments Act 1986 shall be submitted to the Accredited Certifier.

PRIOR TO THE COMMENCEMENT OF ANY WORKS

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

4 Construction Certificate Required

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

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

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5 Appointment of a Principal Certifying Authority

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

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

6 Notify Council of Intention to Commence Works

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

7 Erosion and Sedimentation Control

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

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

8 Toilet Facility

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

9 Sign During Construction

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

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

Note: A \$1500 on the spot fine may be issued for non-compliance with this condition.

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PRIOR TO OCCUPATION OF THE DEVELOPMENT

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

10 Occupation Certificate Required

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

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

GENERAL CONDITIONS

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

11 Compliance with Construction Certificate

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

12 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).

13 Critical Stage Inspections

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

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

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14 Stormwater Disposal

All stormwater shall be directed to the existing stormwater disposal system.

15 Development not to Interfere with 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 with television or radio reception or otherwise.

16 Noise Notices

Prominent notices shall be placed to remind patrons that a minimum amount of noise is to be generated whilst on the outdoor area during the night, and patrons should be managed by the venue, to ensure noise generation is minimised.

17 Unreasonable Noise and Vibration (Outdoor Area)

The operation of the outdoor area shall be conducted so as to avoid unreasonable noise or vibration and cause no interference to adjoining or nearby occupations. Special precautions must be taken to avoid nuisance in neighbouring residential areas. In the event of a noise or vibration problem arising at the time, the person in charge of the premises shall when instructed by Council, cause to be carried out, an acoustic investigation by an appropriate acoustical consultant and submit the results to Council. If required by Council, the person in charge of the premises shall implement any or all the recommendations of the consultant and any additional requirements of Council to Council's satisfaction.

18 Construction - Hours of Work

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

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

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

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

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19 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 2017.

20 Heritage

The building is a Heritage listed item and therefore any alterations or maintenance works to the outside of the building must first be assessed and approved by Council.

21 No advertising approved

Advertising structures or signs shall not be erected, affixed, painted or displayed without prior Council consent.

22 External lighting not to cause a nuisance

All exterior lighting associated with the development shall be designed and installed so that no light will be cast onto any adjoining property.

DEMOLITION CONDITIONS

Conditions applying before works commence

23 Protection of adjoining areas

A temporary hoarding or temporary construction site fence must be erected between the work site and adjoining lands before the works begin, and must be kept in place until after the completion of works, if the works:

- a. could cause a danger, obstruction or inconvenience to pedestrian or vehicular traffic, or
- b. could cause damage to adjoining lands by falling objects, or
- c. involve the enclosure of a public place or part of a public place.

24 Asbestos Removal

Under the "Workcover's Asbestos Guidelines for Licensed Asbestos Removal Contractors" an area of 10 square metres or greater of asbestos cement must be removed by contractors with an appropriate licence issued by WorkCover.

Removal work, fewer than 10 square metres, must be carried out strictly in accordance with WorkCover's "Your Guide to working with Asbestos". This includes any of the following:

- Brick veneering or re-cladding of any building where the existing walls to be covered are currently clad with asbestos cement; OR
- Re-roofing of any building where the existing roof to be covered are currently sheeted with asbestos cement; OR
- Construction work where new work abuts existing asbestos cement sheeting and/or where parts of the existing building clad with asbestos cement sheeting are to be altered or demolished.

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Disposal of all asbestos laden waste must be pre-arranged with Council prior to any removal. Asbestos cement sheets will be disposed of at a site recommended by the Council.

25 Asbestos – Handling and Transport

Should asbestos material be found, it must be handled, transported and disposed of in accordance with the legislative requirements and standards determined by NSW WorkCover.

NOTE: All asbestos material needs to be double wrapped in 200µm thick plastic and disposed of at an EPA licensed facility.

REASON: To minimize the risk to human and environmental health, Contaminated Land Management Act 1997 No 140 and Section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979, as amended.

26 Waste management

- (1) A waste management plan for the work must be prepared before work commences on the site.
- (2) The waste management plan must:
 - a. identify all waste (including excavation, demolition and construction waste material) that will be generated by the work on the site, and
 - b. identify the quantity of waste material, in tonnes and cubic metres, to be:
 - (i) reused on-site, and
 - (ii) recycled on-site and off-site, and
 - (iii) disposed of off-site, and
 - c. if waste material is to be reused or recycled on-site—specify how the waste material will be reused or recycled on-site, and
 - d. if waste material is to be disposed of or recycled off-site—specify the contractor who will be transporting the material and the waste facility or recycling outlet to which the material will be taken.
- (3) A garbage receptacle must be provided at the work site before works begin and must be maintained until the works are completed.
- (4) The garbage receptacle must have a tight fitting lid and be suitable for the reception of food scraps and papers.

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27 Run-off and erosion controls

Run-off and erosion controls must be implemented to prevent soil erosion, water pollution or the discharge of loose sediment on the surrounding land by:

- a. diverting uncontaminated run-off around cleared or disturbed areas, and
- b. erecting a silt fence and providing any other necessary sediment control measures that will prevent debris escaping into drainage systems, waterways or adjoining properties, and
- c. preventing the tracking of sediment by vehicles onto roads, and
- d. stockpiling top soil, excavated materials, construction and landscaping supplies and debris within the lot.

Conditions applying during the works

Note: The [Protection of the Environment Operations Act 1997](#) and the [Protection of the Environment Operations \(Noise Control\) Regulation 2008](#) contain provisions relating to noise.

28 Hours for demolition

Demolition may only be carried out between 7.00 am and 5.00 pm on Monday to Saturday and no demolition is to be carried out at any time on a Sunday or a public holiday.

29 Compliance with plans

Works must be carried out in accordance with the plans and specifications to which the development approval relates.

30 Demolition

Any demolition must be carried out in accordance with AS 2601—2001, The demolition of structures.

31 Maintenance of site

- (1) All materials and equipment must be stored wholly within the work site unless an approval to store them elsewhere is held.
- (2) Waste materials (including excavation, demolition and construction waste materials) must be managed on the site and then disposed of at a waste management facility.
- (3) Copies of receipts stating the following must be given to the principal certifying authority:
 - a. the place to which waste materials were transported,
 - b. the name of the contractor transporting the materials,
 - c. the quantity of materials transported off-site and recycled or disposed of.
- (4) Any run-off and erosion control measures required must be maintained within their operating capacity until the completion of the works to prevent debris escaping from the site into drainage systems, waterways, adjoining properties and roads.

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- (5) During construction:
 - a. all vehicles entering or leaving the site must have their loads covered, and
 - b. all vehicles, before leaving the site, must be cleaned of dirt, sand and other materials, to avoid tracking these materials onto public roads.
- (6) At the completion of the works, the work site must be left clear of waste and debris.

32 Aboriginal objects discovered during excavation

If an Aboriginal object (including evidence of habitation or remains) is discovered during the course of the work:

- a. all excavation or disturbance of the area must stop immediately, and
- b. the person making the discovery must advise the Chief Executive (within the meaning of the [National Parks and Wildlife Act 1974](#)) of the discovery in accordance with section 89A of that Act.

Note. If an Aboriginal object is discovered, an Aboriginal heritage impact permit may be required under the [National Parks and Wildlife Act 1974](#).

33 Clearance Certificate

At the completion of the removal of asbestos a clearance inspection shall be conducted by a suitably qualified person and subsequent clearance certificate shall be issued.

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.

- 34** 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).
- 35** 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.

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- 36** 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.
- 37** 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.

- 38** 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.

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4. POLICY DEVELOPMENTS

Report prepared by Waste & Facilities Manager – Andrew Shaw

REASON FOR REPORT

To present a revised policy for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

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

1. Lawn Cemetery Policy (reviewed policy).

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POLICY DEVELOPMENTS [CONT'D]



Lawn Cemetery Policy

Document Name	Document Version Number	Review Date
Lawn Cemetery Policy	1.0.XXX	
Date Adopted	Minute Number	Status
	XXX	Re Adopted, No Alterations

Purpose

The purpose of the Policy is to set clear guidelines and a consistent framework for efficient operation and maintenance of Council's Cemeteries.

This policy acknowledges the importance for families to be able to create a suitable and personalised memorial for their loved ones. However this policy provides controls that will ensure that Council lawn cemeteries provide a pleasing aesthetic appearance though maintaining uniformity and providing a neat well mown lawn area kept free from visual clutter.

This policy also permits an individual to reserve a burial plot in Council's lawn cemetery sections.

Scope

This policy shall apply to the Lawn Sections and Upright Memorial Lawn Sections of Greater Hume Shires Cemeteries at Holbrook, Henty, Culcairn and Walla Walla.

Definitions

Nil.

Policy Content

To achieve the purpose of this policy the following controls are adopted by Council:

1. An individual retains the right to reserve a burial plot in council lawn sections by payment of the prescribed fee and completion of an application form.
2. Bronze plaques are to be set on a concrete plinth. The size of the bronze plaque(s) for the lawn graves is to be a total of 381mm x 216mm. Individuality is permitted by incorporating different emblems, borders and ceramic photos.
3. The Upright Memorial headstones in the Upright Memorial Lawn Sections can be made of a choice of 3 different granite colours. The granite headstones are to be an apex design, polished finish back and front, 600mm long and 425mm to top of apex from top of base. The granite base shall be rock edge finish to 3 sides and 900L x 250W x 70H. The headstone will include 2 granite block vases and 2 vase containers, gold gild lettering, proof of inscription and installation.
4. Fonts and emblems can be incorporated on the headstone within Council's guidelines.
5. When a person seeks a variation to Councils standard Upright Memorials or bronze plaque then these requests will be considered on their merits however they are not to unduly vary from Councils standard memorials.
6. Developing shrines to deceased persons through the deposition of paraphernalia is not permitted to occur and these items will be removed at the discretion of Council staff.
7. No glass items or drink containers permitted.
8. No items are to encroach on other graves or on the lawn areas.
9. Council has the right to remove/dispose of unsuitable flower containers or glass items.

Links to Policy

Nil.

Links to Procedure

Nil.

Links to Forms

Nil.

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POLICY DEVELOPMENTS [CONT'D]



Lawn Cemetery Policy

References

Nil.

Responsibility

Nil.

Document Author

Colin Kane.

Relevant Legislation

Nil.

Associated Records

Nil.

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POLICY DEVELOPMENTS [CONT'D]

This policy was reviewed in accordance with policy review schedule. No changes have been made to this policy as all details are correct and still relevant.

BUDGET IMPLICATION

There are no budget implications for the above policy.

CONCLUSION

The continual review and development of Council policies is essential to ensure the Council stays abreast of any changes that may occur over time and that the Policy reflects the clear guidelines and efficient operation of the Council Cemeteries.

RECOMMENDATION

That the Greater Hume Council Lawn Cemetery Policy be adopted.

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5. POLICY RENEWAL - GREATER HUME COUNCIL MOBILE FOOD VENDING IN PUBLIC PLACES POLICY

Report by Environmental Health & Building Surveyor – Sharyn Coulston

REASON FOR REPORT

To renew the Policy for Mobile Food Vending in Public Places to ensure the continuance of guidance for Council to assess applications for mobile food vending activities on Council controlled land.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

There appears to be a significant increase in the operation of mobile food vans not only in Greater Hume Council, but also in neighbouring councils. This was highlighted at a recent Murray Food Group Meeting held in Albury, whereby a number of Council representatives all stated the continued increase.

The NSW Food Authority have also acknowledged an increase in mobile food vendors and have been attempting to create a statewide program similar to Victoria's Streatrader online registration system.

At this point in time no mobile food vendors from neighbouring councils have requested to operate in Greater Hume Council, however given the economic climate with the pandemic and the increase in mobile food vendors, it may only be a matter of time before this occurs. It is therefore important to have clear guidelines for all parties to follow.

Council has four registered mobile food vans with two approved and operating on Council controlled land within the guidelines of the policy.

Council to date has not received any further complaints in regards to these mobile food vans which is due to the policy being in place and the requirement for the mobile food vendors having to receive approval from Council to operate on Council controlled land.

The policy which has been in place for a trial period of 11 months has provided clear guidelines for mobile food vendors and has given the fixed food premises protection for their business. A copy of the policy is attached as **ANNEXURE 4** for information.

It would be detrimental to the fixed food premises if the Policy were to be revoked and it is envisioned that there would once again be a rise in complaints over mobile food vendors operating close by to fixed premises and for extended periods of time.

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POLICY RENEWAL - GREATER HUME COUNCIL MOBILE FOOD VENDING IN PUBLIC PLACES POLICY [CONT'D]

At the Council Meeting held 15th July 2020 it was resolved by Council to

- 1. in accordance with section 161(b) of the Local Government Act 1993 adopt the Greater Hume Council Mobile Food Vending in Public Places Policy on a trial period until May 2021.*
- 2. advise those interested in providing mobile food vending in public places within Greater Hume Council of both the adoption of the Policy and the need to comply with the Policy.*
- 3. at the conclusion of the trial Council receive a report on the effectiveness of the Greater Hume Council Mobile Food Vending in Public Places Policy and decide whether to maintain, modify or revoke the Greater Hume Council Mobile Food Vending in Public Places Policy.*

In accordance with the Council resolution, point three (3), it is recommended that the Greater Hume Council Mobile Food Vending in Public Places Policy be formally adopted and maintained.

BUDGET IMPLICATIONS

Council is receiving income from issuing approvals under Section 68 Part F(7) of the Act.

CONCLUSION

Council is still experiencing an increase in parties interested in undertaking Mobile Food Vending within public areas of Council. It is considered that with the existing control measures there is opportunity for these proprietors supplementing the food vending services provided by existing fixed food businesses to continue.

RECOMMENDATION

That the Greater Hume Council Mobile Food Vending Policy be formally adopted on an ongoing basis.

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GOVERNANCE

1. PROPOSAL TO ESTABLISH A COMMUNITY BASED REFERENCE COMMITTEE IN HOLBROOK

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Councillors of actions undertaken to establish a community based Reference Committee in Holbrook.

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

For several years Council has been aiming to establish a community based Reference Committee in Holbrook as a point of contact for community engagement and to provide advice to Council on matters impacting the Holbrook and district community.

Community based Reference Committees exist in a number of other towns including Culcairn, Henty, Jindera and Walla Walla. Informal community committees also exist in Brocklesby and Burrumbuttock. These Committees have proved invaluable resource to disseminate and receive information.

Interested members of the Holbrook business and wider community attended an informal meeting on 26 April where Margaret Killalea, Executive Assistant – Governance and Economic Development presented possible options for the structure of a community based Committee. At this meeting it was clear that there was an enthusiasm to establish a Committee but they were a little unclear as to the next steps.

Discussions between the Author and Margaret Killalea identified that there were significant advantages in engaging an independent facilitator to work with the group to determine the most appropriate structure. Subsequently Mary Hoodless of Karoo Consulting was appointed to work with the Holbrook community.

A subsequent Workshop was held on 17 May where there was a consensus amongst those present that a Reference Committee (or Advisory Committee) of Council would be the most appropriate structure. Other structures canvassed included an informal Committee, establishment of an Incorporated Association or aligning themselves with Business NSW. A copy of the Karoo Consulting Report along with a formal request from the Interim Committee seeking the establishment of the Reference Committee as **ANNEXURE 5** for Councillors' information.

Also attached as **ANNEXURE 5** is a draft Terms of Reference for the Holbrook District Community and Business Group which has been modelled on other community based Reference Committees.

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PROPOSAL TO ESTABLISH A COMMUNITY BASED REFERENCE COMMITTEE IN
HOLBROOK [CONT'D]

The Author is confident that the Holbrook District Community and Business Group will be a valuable resource to Council and the Holbrook and district community.

BUDGET IMPLICATION

Minor cost of engaging Karoo Consulting which will be met from existing budget allocations. It is not expected that there will be significant ongoing costs to support the Committee.

CONCLUSION

For several years Council has been aiming to establish a community based Reference Committee in Holbrook as a point of contact for community engagement and to provide advice to Council on matters impacting the Holbrook and district community.

Following two facilitated workshops there was a consensus amongst those present that the most appropriate structure for the Group would be as a Reference Committee to Council.

The Author is confident that the Holbrook District Community and Business Group will be a valuable resource to Council and the Holbrook and district community.

RECOMMENDATION

That:

1. the Holbrook District Community and Business Group be established as a reference Committee to Greater Hume Council.
2. the Draft Terms of Reference for the Holbrook District Community and Business Group be adopted by Council.

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2. STRONGER COUNTRY COMMUNITIES FUND - ROUND 4

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Councillors to consider prioritising Council led funding applications under round 4 of the Stronger Country Communities Fund.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective We lead a vibrant, connected and inclusive community
Outcome 1.1 Leadership and advocacy is demonstrated and encouraged in our communities.

DISCUSSION

At the May meeting the following was resolved:

That:

1. Council hold a workshop on Wednesday 26 May to consider potential projects/ programs under round 4 of the SCCF.
2. the General Manager be authorised to provide letters of support Council or incorporated community organisations from within the Council area.
3. to ensure requests for letters of support from Organisations outside the Council are consistent with Council's Community Strategic Plan, the requests be considered by the Mayor and General Manager prior to a letter of support being provided.

At the Workshop there was a consensus that the majority of Council led applications would target projects that have been deferred due to budget constraints.

The Author has confirmed that Council will be required to prioritise Council led projects at application stage.

The following projects are recommended to Council in priority order as they currently appear in the draft 2017/2022 Delivery Plan.

Project	Amount	Priority
Culcairn Recreation Reserve – new playground	\$70,000	1
Burrumbuttock Recreation Reserve – replacement playground	\$70,000	2
Culcairn Swimming Pool – Filtration system upgrade	\$80,000	3
Jindera Recreation Reserve – replacement playground	\$70,000	4
Henty Memorial Park – replace playground	\$70,000	5
Henty Bicentennial Park – replace playground	\$70,000	6
Jubilee Park, Culcairn – Install shade sail and park furniture	\$50,000	7
Jindera Tennis Courts – Replace playground	\$70,000	8
Henty Memorial Park – Asphalt paths	\$50,000	9
Henty Library – Refurbish toilets, storage areas etc.	\$100,000	10
Total	\$700,000	

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STRONGER COUNTRY COMMUNITIES FUND - ROUND 4 [CONT'D]

The total allocation to the Greater Hume LGA is \$813,249 and Council has received a number of enquiries from community organisations indicating their intention to submit an application. It is expected that most of these organisations will submit applications in their own right as Incorporated Associations but will still need to seek landowner consent from Council if the project is on Council owned or controlled land.

It is the Authors view that the LGA allocation of \$813,249 will once again be significantly oversubscribed.

Key dates are:

Monday 1 May 2021	Applications open
Friday 25 June 2021	Applications close - 12 noon
28 June to 20 August 2021	Projects are assessed by NSW Government
From September 2021	Successful projects expected to be announced by NSW Government

BUDGET IMPLICATIONS

It is anticipated that projects/programs will be cost neutral to Council.

CONCLUSION

At the Workshop there was a consensus that the majority of Council led applications would target projects that have been deferred due to budget constraints.

The Author has confirmed that Council will be required to prioritise Council led projects at application stage. It is the Author's view that the LGA allocation of \$813,249 will once again be significantly oversubscribed.

RECOMMENDATION

That Council approve the submission of the following applications in priority order under the Stronger Country Communities Fund – Round 4:

Project	Amount	Priority
Culcairn Recreation Reserve – new playground	\$70,000	1
Burrumbuttock Recreation Reserve – replacement playground	\$70,000	2
Culcairn Swimming Pool – Filtration system upgrade	\$80,000	3
Jindera Recreation Reserve – replacement playground	\$70,000	4
Henty Memorial Park – replace playground	\$70,000	5
Henty Bicentennial Park – replace playground	\$70,000	6
Jubilee Park, Culcairn – Install shade sail and park furniture	\$50,000	7
Jindera Tennis Courts – Replace playground	\$70,000	8
Henty Memorial Park – Asphalt paths	\$50,000	9
Henty Library – Refurbish toilets, storage areas etc.	\$100,000	10
Total	\$700,000	

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3. MURRAY REGIONAL TOURISM BOARD – THREE YEAR EXTENSION OF MEMDORANDUM OF UNDERSTANDING

**Report prepared by Executive Assistant – Governance/Tourism and Promotions
– Kerrie Wise**

REASON FOR REPORT

For Council to consider entering into a three year extension of the funding agreement effective from 1 July 2021 to 30 June 2024.

REFERENCE TO DELIVERY PLAN ACTION

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

Outcome 3.3 Increased number of visitors enjoy our shire.

DISCUSSION

The Murray Regional Tourism Board (MRT) was formed in 2010 to establish an overarching organisation to contribute to the development and growth of tourism in the Murray region.

MRT is a cross-border organisation and is made up of the following partner Councils:

NSW Local Government Partners	Victorian Local Government Partners
Albury City	Campaspe Shire
Berrigan Shire	Gannawarra Shire
Federation	Mildura Rural City
Edward River	Moira Shire
Greater Hume	Swan Hill Rural City
Murray River	Wodonga City
Wentworth Shire	

Since 2010 the MRT model has proved highly effective for improving tourism visitation within the Murray region. Supported by investments from NSW and Victorian State governments, local government, and industry, the MRT cross-border model has delivered many outcomes throughout the region. Please refer to **ANNEXURE 6** MRT Local Government Partner Value Proposition document.

According to Greater Hume’s Economic Profile (REMPAN) the total value of Tourism Output (2019) in Greater Hume is estimated at \$43 million, with 136 tourism businesses servicing 208,000 visitors, spending an average of \$241 per trip.

Whilst Greater Hume Council has indirectly benefited from a number of initiatives undertaken by MRT it has received the following direct assistance in recent years:

- Development of The Murray Best Shared Campaign, held during spring 2019, funded through MRT by Destination NSW, to develop emerging markets including millennials, young travellers and experience seekers by driving overnight visitation and increasing length of stay among the younger demographic of 30 to 50 years of age. Woomargama National Park was featured in this promotion.

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MURRAY REGIONAL TOURISM BOARD – THREE YEAR EXTENSION OF
MEMORANDUM OF UNDERSTANDING [CONT'D]

- Regular Tourism Manager meetings including networking programs, famils of the region, workshops and monthly zoom meetings since COVID 19.
- Provide access to tourism experts' skills and knowledge.
- Networking and training programs for Visitor Information Centre staff. Sharon McCarthy participated in the 'Inspiration to Information Visitor Centre Training Program' presented by Customer Frame. An 8 week program to provide additional training to Visitor Information Staff. The information from the training program was provided so that it could be shared to other staff in the Visitor Information Centre.
- Opportunities to develop cost effect marketing collateral such as photos, videos and The Murray Traveller brochure which features all the participating LGA's.
- Advocacy for funding opportunities for Greater Hume Council's tourism initiatives.
- Promotion of our region via the first Virtual Victorian Caravan and Camping Show held in October 2020, the Visit the Murray region was held over 5 days, with over 72,000 participants mostly from Victoria but also from all over Australia.
- Development and advocacy of a crisis management plan which incorporates Greater Hume's Tourism Industry.
- Advocacy on behalf of the Greater Hume and Murray region concerning cross border issues during the 2020 Bushfires and COVID 19 crises.
- Support and advice to Greater Hume Council on tourism initiatives and trends provided by the MRT Board and staff.
- Our tourism operators have been able to seek:
 - advice from MRT Board and staff on tourism initiatives and trends,
 - industry webinar programs, so far 14 webinars over the previous two years,
 - a number of MRT cooperative marketing and promotional opportunities such as hot deals, EDM's (Electronic Direct Mailing), media articles etc,
 - yearly industry survey's,
 - support and industry training to participate in regional and state Tourism Industry Awards,
 - networking industry programs, in February 2021 the Destination Inspiration Program was held at Albury and attended by Greater Hume operators. This program was jointly funded by MRT and Destination Riverina Murray.
 - MRT and Destination Riverina Murray are currently jointly funding a mentoring program (through Karen Oliver Tourism) to develop new tourism experiences and enhance ongoing experiences. Four of Greater Hume's operators applied for the program with two successfully obtaining a place in the program, Flyfaire Wines (Woomargama) and Holbrook Paddock Eggs (Holbrook).
 - advocacy and support for funding opportunities of tourism initiatives.

All existing Council partners have been sent a new three-year funding agreement with MRT which will run from 1 July 2021 to 30 June 2024. Please see **ANNEXURE 5** MRT 2021 – 2024 LGA MOU Greater Hume Council.

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**MURRAY REGIONAL TOURISM BOARD – THREE YEAR EXTENSION OF
MEMDORANDUM OF UNDERSTANDING [CONT'D]**

PARTNER COUNCILS	2021-2022 \$ 3.3 cents	2022-2023 \$ 3.7 cents	2023-2024 \$ 4 cents	Visitors ('000) 3yr Avg (YE Dec 19)
Albury City Council	46,869	51,641	55,220	1,193
Berrigan Shire Council	21,426	23,114	24,380	422
Campaspe Shire Council	54,426	60,114	64,380	1,422
Federation Council	22,449	24,261	25,620	453
Edward River Council	16,245	17,305	18,100	265
Gannawarra Shire Council	17,796	19,044	19,980	312
Greater Hume Shire Council	11,922	12,458	12,860	134
Mildura Rural City Council	57,099	63,111	67,620	1,503
Moira Shire Council	45,912	50,568	54,060	1,164
Murray River Council	24,825	26,925	28,500	525
Swan Hill Rural City Council	27,201	29,589	31,380	597
Wodonga City Council	23,934	25,926	27,420	498
Wentworth Shire Council	13,539	14,271	14,820	183
Total	\$383,643	\$418,327	\$444,340	8,671

The cross-border approach to tourism in the Murray region has been highly effective. Continuing with MRT allows this good work to continue whilst also protecting Council's interests.

BUDGET IMPLICATION

Council has provided for an ongoing commitment to the Murray Regional Tourism Board in forward estimates. The annual contribution for 2021/2022 will be \$11,922 (ex GST).

CONCLUSION

Whilst tourism is a developing industry within Greater Hume Council, membership of the Murray Regional Tourism Board has produced tangible long term benefits for Greater Hume and therefore it is recommended that Council accede to the request for a three year extension of the Funding Agreement

RECOMMENDATION

That Greater Hume Council accede to the request from the Murray Regional Tourism Board to enter into a three year extension of the Funding Agreement.

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4. AUSTRALIA DAY 2022

**Report prepared by Executive Assistant – Governance/Tourism and Promotions
– Kerrie Wise**

REASON FOR REPORT

Council has received an expression of interest for consideration to host Australia Day 2022.

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
Action 2.1.1.1 Encourage more residents to be involved in Greater Hume and events.

DISCUSSION

Since the formation of Greater Hume Council, Australia Day functions have been held in the following towns and villages:

2006 Holbrook
2007 Brocklesby
2008 Henty
2009 Morgan's Lookout – hosted by the Walla Walla community
2010 Culcairn
2011 Jindera
2012 Woomargama
2013 Walbundrie
2014 Burrumbuttock
2015 Gerogery
2016 Wymah
2017 Henty
2018 Jindera
2019 Walla Walla
2020 Culcairn
2021 Walbundrie

The format has remained relatively unchanged commencing with a BBQ breakfast from 8am with the official ceremony commencing at 9am. Council has regularly attracted crowds of 450 - 500 people and the feedback received is very positive. Rotating Australia Day throughout the shire provides an opportunity for communities to showcase their town or village. At previous Australia Day locations Council has endeavoured to ensure that the particular town or village has been well maintained in the lead up to the event.

To generate interest in hosting Australia Day, Council has recently sought expressions of interest from communities. As a result, an expression of interest has been received from the Rotary Club of Holbrook on behalf of the Holbrook community.

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AUSTRALIA DAY 2022 [CONT'D]

From: [Bull Sonning](#)
To: [Kerrie Wise](#)
Date: Tuesday, 11 May 2021 5:09:19 PM

Dear Kerrie

I would like to record the interest from Holbrook Rotary to stage the Australia Day celebrations in Holbrook next January the 26th.

We believe it is time that the Greater Hume Shire Council celebration returned to Holbrook after staging the first at the commencement of the Shire after amalgamation.

We realise that there will be a lot of planning and organizing for this event, but feel confident that the Club can undertake the task satisfactorily.

I look forward to Council's deliberations and decision sometime in the future.

Regards

Richard Bull

President Elect 21/22

The Rotary Club of Holbrook



This email has been checked for viruses by AVG antivirus software.

www.avg.com

BUDGET IMPLICATION

Provision is made in recurrent budgets to host Australia Day annually.

CONCLUSION

Rotating Australia Day around various communities in Greater Hume has provided those communities with an opportunity to showcase their town or village as well as developing a 'one shire' concept. It is recommended that the Expression of Interest by the Rotary Club of Holbrook to host Australia Day 2022 in Holbrook be accepted.

RECOMMENDATION

That the Greater Hume Australia Day community event be held Holbrook in 2022.

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CORPORATE AND COMMUNITY SERVICES

1. DELIVERY PROGRAM 2017 / 2022 AND OPERATIONAL PLAN 2021 / 2022 INCLUDING ESTIMATES OF INCOME AND EXPENDITURE 2021 / 2025

Report prepared by David Smith – Director Corporate & Community Services

REASON FOR REPORT

To present the Draft Delivery Program 2017 / 2022, Draft Operational Plan 2021 / 2022 including estimates of income and expenditure 2021 / 2025 and Revenue Policy 2021 / 2022 for formal adoption by Council.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

Council's Draft Delivery Program 2017 / 2022, Draft Operational Plan 2021 / 2022 including estimates of income and expenditure 2021 / 2025 and Revenue Policy 2021 / 2022 have been on display for public comment with a number of submissions received.

At the time of preparing this report, a total of three submissions have been received in relation to budget priorities. Copies of each submission are included as **ANNEXURE 7**. The following table summarises the major items raised in each submission.

Submission Topic	Management Response
Actions required from Council to facilitate proposed residential subdivision Jindera Street, Jindera by Jindera Lutheran Church	Construction of the Council component of the subdivision is estimated at \$150k and has been allocated in 2024/2025. At present it cannot be brought forward to 2021/2022 due to the proposed projects committed to supporting either grant projects or other ongoing projects that are required to be undertaken in 2021/2022. It is considered the earliest the proposed works in Jindera St can be considered is 2022/2023, which will require some changes to the future planning of other road projects that can be undertaken as part of 2022/2023 budget preparation process
Operational funding of the Holbrook Sporting Complex.	Matters raised in the submission have been clarified by Council. Refer response from Director Corporate & Community Services
Pedestrian crossing to Jindera Public School	Minor works requested will be undertaken as part normal maintenance budget

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DELIVERY PROGRAM 2017 / 2022 AND OPERATIONAL PLAN 2021 / 2022 INCLUDING
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As Councillors would be aware, the development of the 2021/2025 budget presented a number of challenges resulting in Council making the decision to reduce financial support across a number service areas with key projects either postponed or removed from the budget.

One of the major factors impacting on Council's budget position has been the unprecedented increases in the Emergency Service Levy (ESL). Preliminary advice has now been received from Revenue NSW indicating that Council's ESL for the 2021/2022 financial year may be considerably less than that applied in previous years. That being the case, there is a possibility that Council may achieve a budget saving of approximately \$230,000 for 2021/2022 at least. However, other than a single page Assessment Notice from Revenue NSW, to date Council has not received any correspondence from the NSW Government in relation to the ESL confirming that the contribution has reduced, why it has reduced or for how long any reduction will apply. As a result, management are recommending that Council proceed with adopting the draft budget as exhibited until such time as further confirmation regarding the ESL is forthcoming from the NSW Government. Should details of the reduction be confirmed, the required budget adjustments can be made as part of the September 2021 budget review process.

Resourcing Strategy

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

CONCLUSION

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

RECOMMENDATION

THAT:

1. Council note and consider the public submissions made in respect to the 2017/2022 Delivery Program and 2021/2022 Draft Operational Plan.
2. The 2017/2022 Delivery Program and Resourcing Strategy incorporating the revised 2021/2022 – 2030/2031 Long Term Financial Plan be adopted
3. The 2021/2022 Draft Operational Plan incorporating estimates of income and expenditure 2021/2025 for Council's General, Sewerage and Water Supply Funds and the Draft Revenue Policy be adopted.
4. Fees and Charges as advertised in the Draft Revenue Policy be implemented from 1 July 2021
5. In accordance with Section 535 of the Local Government Act 1993 Council **make** the following Rates and Charges for the period 1 July 2021 to 30 June 2022

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DELIVERY PROGRAM 2017 / 2022 AND OPERATIONAL PLAN 2021 / 2022 INCLUDING
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ORDINARY RATES

Council **makes** the following rates for the rating year 1 July 2021 to 30 June 2022, comprising a base rate under Section 499 and an ad valorem amount under Section 498 of the Local Government Act 1993.

- a. **Residential** – An ordinary rate of zero point seven three five two two two (0.735222) cents in the dollar on the land value in addition to a base amount of four hundred and eleven dollars (\$411.00) per assessment being forty nine point seven percent (49.7%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Residential” in accordance with Section 516 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Residential”.
- b. **Residential – Villages** – An ordinary rate of zero point four five one seven nine nine (0.451799) cents in the dollar on the land value in addition to a base amount of three hundred and thirty dollars (\$330.00) per assessment being thirty nine point nine percent (39.9%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Residential” sub-category “Villages” in accordance with Section 516 and Section 529 (1) of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Residential – Villages”.
2.
 - c. **Residential – Rural** – An ordinary rate of zero point four one four four zero two (0.414402) cents in the dollar on the land value in addition to a base amount of three hundred and forty dollars (\$340.00) per assessment being thirty point one percent (30.1%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Residential” sub-category “Rural” in accordance with Section 516 and Section 529(1) of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Residential – Rural”.
 - d. **Business** – An ordinary rate of zero point seven three one zero eight seven (0.731087) cents in the dollar on the land value in addition to a base amount of four hundred and forty dollars (\$440.00) per assessment being forty nine point one percent (49.1%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Business” in accordance with Section 518 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Business”.

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DELIVERY PROGRAM 2017 / 2022 AND OPERATIONAL PLAN 2021 / 2022 INCLUDING
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- e. **Farmland – Ordinary** – An ordinary rate of zero point one eight two three zero one (0.182301) cents in the dollar on the land value in addition to a base amount of three hundred and fifty dollars (\$350.00) per assessment being fourteen point four percent (14.4%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Farmland” in accordance with Section 515 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Farmland – Ordinary”.
- 3.
- f. **Farmland – High Intensity Forestry** – An ordinary rate of zero point nine three four one zero nine (0.934109) cents in the dollar on the land value in addition to a base amount of two hundred and twenty four dollars (\$224.00) per assessment being fifteen point six percent (15.6%) of the total amount payable on all rateable land in the Greater Hume Shire categorised as “Farmland” sub-category “High Intensity Forestry” in accordance with Section 515 and Section 529(1) of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(1) of the Local Government Act 1993 this rate be named “Farmland – High Intensity Forestry”.

WATER SUPPLY CHARGES

Council makes the water supply charges for the period 1 July 2021 to 30 June 2022 as follows.

- a. An annual water availability charge of three hundred and fourteen dollars (\$314.00) per assessment be charged on all strata, single residential and unmetered rateable land categorised Residential, Residential-Villages or Residential - Rural in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Water Access Charge”.
- b. An annual water availability charge based on water meter size for non-rateable and multi residential properties as follows:

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DELIVERY PROGRAM 2017 / 2022 AND OPERATIONAL PLAN 2021 / 2022 INCLUDING
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PRICING STRUCTURE – GREATER HUME WATER SCHEME	
Component	2021/2022 Charges
Water Meter Size	
20mm	\$314.00
25mm	\$413.00
32mm	\$468.00
40mm	\$542.00
50mm	\$631.00
80mm	\$871.00

be charged per meter on all multi residential rateable land categorised as Residential, Residential-Villages or Residential - Rural in accordance with Section 501 and Section 552 of the Local Government Act 1993 and non-rateable land in accordance with Section 503 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Water Access Charge”.

- c. An annual water availability charge of three hundred and fourteen dollars (\$314.00) be charged on all unmetered rateable land categorised as Business or Farmland in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Water Access Charge”.
- d. An annual water availability charge based on water meter size as follows:

PRICING STRUCTURE – GREATER HUME WATER SCHEME	
Component	2021/2022 Charges
Water Meter Size	
20mm	\$314.00
25mm	\$413.00
32mm	\$468.00
40mm	\$542.00
50mm	\$631.00
80mm	\$871.00

be charged per meter on all rateable land categorised as Business or Farmland in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Water Access Charge”.

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DELIVERY PROGRAM 2017 / 2022 AND OPERATIONAL PLAN 2021 / 2022 INCLUDING ESTIMATES OF INCOME AND EXPENDITURE 2021 / 2025 [CONT'D]

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

PRICING STRUCTURE – GREATER HUME WATER SCHEME	
Component	2021/2022 Charges
Usage Charge per KL \$	
< 200kl per kl	\$1.75
>200kl per kl	\$2.70

be charged on all metered assessments in accordance with Section 502 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Water Consumption”.

SEWERAGE RATES

Council makes the sewerage charges for the period 1 July 2021 to 30 June 2022 as follows.

- a. An annual sewerage availability charge of five hundred and eighteen dollars (\$518.00) per assessment be charged on all strata, single residential and unmetered rateable land categorised Residential or Residential - Villages in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Sewer Access Charge”.
- b. An annual sewerage availability charge based on water meter size for non-rateable assessments and multi residential properties as follows:

PRICING STRUCTURE – GREATER HUME SEWER SCHEME	
Component	2021/2022 Charges
Water Meter Size	
20mm	\$292.00
25mm	\$332.00
32mm	\$384.00
40mm	\$449.00
50mm	\$536.00
80mm	\$737.00

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be charged per meter on all multi residential rateable land categorised as Residential or residential – Villages in accordance with Section 501 and Section 552 of the Local Government Act 1993 and non-rateable land in accordance with Section 503 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Sewer Access Charge”.

- c. An annual sewerage availability charge of five hundred and eighteen dollars (\$518.00) be charged on all unmetered rateable land categorised as Business in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Sewer Access Charge”.
- d. An annual sewerage availability charge based on water meter size as follows:

PRICING STRUCTURE – GREATER HUME SEWER SCHEME	
Component	2021/2022 Charges
Water Meter Size	
20mm	\$292.00
25mm	\$332.00
32mm	\$384.00
40mm	\$449.00
50mm	\$536.00
80mm	\$737.00

be charged per meter on all rateable land categorised as Business in accordance with Section 501 and Section 552 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named “Sewer Access Charge”.

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

PRICING STRUCTURE – GREATER HUME SEWER SCHEME	
Component	2021/2022 Charges
Usage Charge per KL \$	\$1.57 per kilolitre for all non-residential discharges.

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DELIVERY PROGRAM 2017 / 2022 AND OPERATIONAL PLAN 2021 / 2022 INCLUDING
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be charged on all metered non-residential assessments with sewerage discharge subject to the aligned discharge factor in accordance with Section 502 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Non Residential Sewer Usage Charge".

- f. In accordance with Section 542 of the Local Government Act 1993 the minimum charge (being the combined total of the Sewer Access Charge and the Non Residential Sewer Usage Charge) applicable to non-residential metered assessments will be five hundred and eighteen dollars (\$518.00) for the period 1 July 2021 to 30 June 2022.

WASTE MANAGEMENT

Council makes the waste management charges for the period 1 July 2021 to 30 June 2022 as follows.

Residential

- a. A domestic waste management collection charge of two hundred and sixty two dollars (\$262.00) per service be charged on all occupied rateable land other than land classified as Business which have a domestic waste management service available in accordance with Section 496 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Garbage – Domestic".

Commercial

- a. A commercial waste management collection charge of two hundred and seventy seven dollars (\$277.00) per service in respect of each parcel of land to which a non-domestic waste management service (garbage and recycling) is both available and provided under Section 501 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Garbage – Commercial".
- b. A commercial waste management collection charge of two hundred and forty five dollars (\$245.00) per service in respect of each parcel of land to which a non-domestic waste management service (garbage only) is both available and provided under Section 502 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Waste – Garbage Only Service".
- c. A commercial waste management collection charge of one hundred and thirty dollars (\$130.00) per service in respect of each parcel of land to which a non-domestic waste management service (recycling only) is both available and provided under Section 502 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Waste – Recycling Only Service".

**ORDINARY MEETING OF GREATER HUME COUNCIL
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DELIVERY PROGRAM 2017 / 2022 AND OPERATIONAL PLAN 2021 / 2022 INCLUDING
ESTIMATES OF INCOME AND EXPENDITURE 2021 / 2025 [CONT'D]

WASTE MANAGEMENT (continued)

Vacant Land

- a. A waste management charge of forty dollars (\$40.00) per assessment be charged on all vacant rateable land located within designated domestic waste scavenging areas in accordance with Section 496 of the Local Government Act 1993 be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Garbage – Domestic Vacant Land".

ON SITE SEWAGE MANAGEMENT CHARGE

Council makes the on-site sewerage management charge for the period 1 July 2021 to 30 June 2022 as follows.

An on-site sewage management charge of thirty dollars (\$30) per annum in respect of each parcel of land or rateable assessment where a dwelling(s) or other occupied building(s) is/are connected to any form of on-site sewage management system or systems be now made for the period 1 July 2021 to 30 June 2022 and in accordance with Section 543(3) of the Local Government Act 1993 this charge be named "Onsite Sewage Management Chg".

INTEREST ON OVERDUE RATES AND CHARGES

In accordance with Section 566(3) of the Local Government Act 1993 the rate of interest to be charged on overdue rates and charges for the period 1 July 2021 to 30 June 2022 (inclusive) be set at six percent (6.0%) per annum on a daily simple interest basis.

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2. CUSTOMER SERVICE AND LIBRARY OPERATIONS - HOLBROOK

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR THE REPORT

To present proposed amendments to customer service and library operations at Holbrook.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

As Councillors would be aware, the level of face to face interaction between customers and service providers has been declining across all sectors of the community for a number of years. Whether it be banking, shopping, accessing information or paying accounts, customers are increasingly taking advantage of online services in place of traditional in-person transactions.

Customer interaction at Greater Hume Council is no different, and recent years has seen a steady decline in the number of people visiting Council's customer service centres and libraries. To highlight this shift, a review of all receipts issued by Council during April 2021 confirmed that 91% of all receipts were paid electronically with an average of only three receipts issued in person each day from each of Council's customer service centres.

In response, Council has implemented a number of mechanisms to meet changing customer needs such as electronic payment methods, implementation of a new and improved website and increasing usage of social media platforms. In addition, Council has adopted a service delivery model in Culcairn, Henty and Jindera whereby library and customer service functions are provided by shared staff in a shared physical location. However, to date this shared delivery model has not applied in Holbrook where Council has retained customer service functions at the Holbrook office plus a separate stand-alone library.

The recent retirement of a staff member from the Holbrook Library has enabled management to review the current arrangement and to examine the feasibility of implementing a shared service delivery model in Holbrook similar to that applying in Culcairn, Henty and Jindera.

It is proposed that the delivery of face to face customer service in Holbrook be transferred from the Holbrook administration office to the Holbrook library and that all library and customer service functions be shared across existing staff. Adopting such a model would bring Holbrook in line with Council's other library/customer service operations.

There are a number of benefits to be gained by adopting the shared service delivery model in Holbrook. First, Council will be able to provide an increased level of service to library users as the opening hours of the current library will increase from 22 hours per week (11am – 5.30pm Tuesday – Friday) to 42.5 hours per week (8.30am – 5pm Monday – Friday). Usage of the library resources may also increase as customers who visit the centre to transact Council business may also make use of the library facilities whilst at the centre. Finally, the shared delivery model enables improved utilisation of staff resources and provides staff with improved career and personal development opportunities.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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CUSTOMER SERVICE AND LIBRARY OPERATIONS – HOLBROOK [CONT'D]

It is also proposed that Saturday morning opening hours be removed from the Henty, Culcairn and Holbrook libraries. At present, Council staff are paid penalty rates to open the libraries on Saturday morning, however actual usage of the libraries on Saturdays has declined considerably with only 5 – 10 people accessing the service across a four hour opening period. Given the high cost of staff wages compared to the limited patronage it is recommended that Saturday openings cease from 1 July 2021.

BUDGET IMPLICATION

It is expected that some minor one-off costs will be incurred in relocating the telephone system and receipt terminals from the Holbrook office to the library. However, significant ongoing savings of approximately \$53,000p.a. will be achieved by not replacing a current vacant position and sharing existing staff resources. Also, the current cost of employing staff at penalty rates on Saturday morning is in the vicinity of \$34,000 p.a. which, if the Saturday opening hours cease as recommended, will be a further budget saving.

CONCLUSION

Customer interaction at Greater Hume Council has seen a steady decline in the number of people visiting Council's customer service centres and libraries over recent years. In response, Council has adopted a service delivery model in Culcairn, Henty and Jindera whereby library and customer service functions are provided by shared staff in a shared physical location. It is proposed that the same operating model be adopted at Holbrook and the delivery of face to face customer service in Holbrook be transferred from the Holbrook administration office to the Holbrook library and that all library and customer service functions be shared across existing customer service and library staff. It is also proposed that Saturday morning opening hours be removed from all libraries.

RECOMMENDATION

That:

1. The delivery of face to face customer service functions in Holbrook be transferred from the Holbrook administration office to the Holbrook library and all library and customer service functions be shared across existing customer service and library staff
2. The opening hours of the Holbrook Customer Service Centre / Library be 8.30am to 5.00pm, Monday to Friday
3. Saturday opening hours be removed from the Henty, Culcairn and Holbrook libraries effective 1 July 2021
4. Appropriate communication be undertaken to advise the community of the amended service delivery model.

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3. 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 policy are now presented for consideration by Council:

1. National Competition Policy and Complaints Handling Procedure

This policy was reviewed in accordance with policy review schedule.

No changes proposed, a copy of the reformatted policy is attached as **ANNEXURE 8**.

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.

RECOMMENDATION

That the Greater Hume Council National Competition Policy and Complaints Handling Procedure be adopted

**ORDINARY MEETING OF GREATER HUME COUNCIL
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**4. CLASSIFICATION OF COUNCIL LAND – LOT 1 SECTION 34 DP 758522,
HOLBROOK - LOT 1 DP 380380 & LOT 4 SECTION B DP 2748, HOLBROOK**

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

This report seeks approval to classify land recently acquired by Council as Operational Land in accordance with Section 31 (2) of the Local Government Act 1993.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

Council is in the process of acquiring Lot 1 DP 380380 and Lot 4 Section B DP 2748, known as 124 Albury Street, Holbrook and the transfer of ownership of Lot 1 Section 34 DP 758522, known as 64 Swift Street, Holbrook (Holbrook Early Learning Centre).

In accordance with Sec 31 (2) and Sec 34 of the Local Government Act 1993, Council must resolve that land acquired be classified as community land or operational land, before the land is acquired or within three months after acquiring. Council must also give public notice of its intended classification.

The public notification process to classify Lot 1 Section 34 DP 758522, Holbrook and Lot 1 DP 380380 and Lot 4 Section B DP 2748, Holbrook as Operational Land has been completed and a Resolution of Council is now sought to finalise the classification process.

The public notice advertisement regarding the proposed classification appeared in the Border Mail on Saturday 24 April 2021 with the submission period closing on Monday 24 May 2021. No submissions were received objecting (or otherwise) to the proposal.

BUDGET IMPLICATION

Nil.

CONCLUSION

A Resolution of Council is now sought to classify the land recently acquired at Holbrook as Operational Land.

RECOMMENDATION

That in accordance with Section 31 (2) of the Local Government Act 1993, Council resolve that Lot 1 Section 34 DP 758522, Holbrook and Lot 1 DP 380380 and Lot 4 Section B DP 2748, Holbrook be classified as Operational Land.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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5. REINSTATEMENT – GEROGERY COMMEMORATION HALL MANAGEMENT COMMITTEE

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

Council is in receipt of correspondence from a community group based at Gerogery enquiring as to the possibility of reinstating the Gerogery Commemoration Hall Management Committee as a Section 355 Committee under the Local Government Act 1993.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

The Gerogery Community Group has expressed an interest in reinstating the Gerogery Commemoration Hall Management Committee and have provided minutes indicating their intent, copy provide below:

Gerogery hall

Meeting open @7pm { 24th Febraury 2021}

Following people gathered at Gerogery Hall.

{R.H.,I.S.,I.C.,M.N.,G.P.,D.P.,J.K.,G.K.,S.O.,L.C.,T.Q., M.G.,}

Apologies- M.S.,J.C.,T.S.,

Motion to form a hall committee moved by I.S. second by M.N. carried.

G.P. Chairperson

R.H. Treasurer

I.S. Secretary (Interim)

All Other people in attendances agreed to be on the hall committee.

Next Meeting to be held on 30th March 2021 @7pm to discuss the 100 years of the Gerogery Hall.

We would like to gradually move to a 355 committee over the next few month if it is councils wish.

Meeting closed @8.25pm

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REINSTATEMENT – GEROGERY COMMEMORATION HALL MANAGEMENT COMMITTEE
[CONT'D]

The former Gerogery Commemoration Hall Committee relinquished their delegations in 2009 due to the inability to recruit new members. Accordingly, Council resolved to terminate the delegations under Section 355 of the Local Government Act 1993.

Council currently maintains and manages the hall with the cooperation of the Gerogery Store owner.

Under Section 355 of the Local Government Act 1993, Council is able to delegate some of its functions to a committee of Council. Council uses this delegation and appoints community people to manage its facilities or functions through a committee of management.

BUDGET IMPLICATION

No significant impact on Council's budget.

CONCLUSION

It is recommended that Council support the request of the Gerogery Community Group to reinstate the delegations and status as a Section 355 Committee to maintain, manage and control the Gerogery hall on behalf of Council. The committee will be required to comply with Council's Management Committee Guidelines and procedures.

In the event that Gerogery Commemoration Hall Management Committee is not appointed, Council will be required to continue to manage the activities and use of the hall and include the provision of regular maintenance as part of their maintenance regime.

A copy of the amended Draft Terms of Reference is attached for Council's approval, in **ANNEXURE 9**.

RECOMMENDATION

That:

1. the Gerogery Commemoration Hall Management Committee be appointed as a Management Committee of Council in accordance with Section 355 of the Local Government Act 1993.
2. the Draft Terms of Reference for the Gerogery Commemoration Hall Management Committee be adopted by Council.

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6. RENEWAL OF LEASE – WAZLEN PTY LIMITED, HOLBROOK SUBMARINE CAFE

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To seek Councils consent to enter into a new lease between Greater Hume Council and Wazlen Pty Limited for the Holbrook Submarine Café precinct.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

The Council currently leases the property known as “Submarine Café Germanton Park Holbrook” being part of the land comprised in Lot 2 DP 831081 to Wazlen Pty Limited. The lease is due to expire 30 June 2021.

The tenant has expressed an interest in renewing the lease for a further period being 3 years with a renewal option for a further 3 x 3 years on the existing terms and conditions.

Council has requested solicitors to review and commence the preparation of a draft Lease based on the request from Wazlen Pty Limited. Council has the option to review the rent based on market rent or an agreed rent at the commencement of the new lease. However, given the current COVID environment it would be prudent for council to retain the rental at its current rate with the normal yearly CPI increments.

CONCLUSION

It is recommended that Council enter into a new lease between Greater Hume Council and Wazlen Pty Limited for the Holbrook Submarine Café precinct in accordance with the existing terms and conditions and that the current rental value be retained.

RECOMMENDATION

That:

1. Council approve the renewal of the lease between Greater Hume Council and Wazlen Pty Limited under the current terms and conditions.
2. the Mayor and General Manager be authorised to sign the lease to Wazlen Pty Limited under the Common Seal of Council.

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7. DISABILITY INCLUSION AND ACTION PLAN (DIAP) DRAFT FOR PUBLIC EXHIBITION

Report prepared by Manager Community Services - Lynnette O'Reilly

REASON FOR REPORT

To advise Councillors on development of the draft Disability Inclusion Action Plan 2021 - 2024 (DIAP).

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

Outcome1.3 Residents feel as sense of belonging, are able to reach their potential, work productively, and there is a sense of mutual respect, inclusiveness, ownership and pride in their community.

DISCUSSION

As reported to the May 2021 Council Meeting, Council's current Disability Inclusion Action Plan expires 30 June 2021. Council staff have been working closely with key stakeholders to prepare the draft Disability Inclusion Action Plan 2021 – 2024.

Consultation is continuing and to ensure that all key stakeholders have the opportunity to review and make comment of the draft DIAP it is recommended that Council formally extend the operative date of the current Plan to 30 September 2021.

BUDGET IMPLICATION

Actions identified in the DIAP will either be funded form existing budget allocations or included in future budget deliberations.

CONCLUSION

Council's draft Disability Inclusion Action Plan 2021 – 2024 has been developed and is currently being presented to key stakeholders for final feedback. To ensure that all key stakeholders have the opportunity to review and make comment of the draft DIPA it is recommended that Council formally extend the operative date of the current Plan to 30 September 2021

RECOMMENDATION

That the operation of the Greater Hume Disability Inclusion Action Plan 2017/2021 be extended to 30 September 2021.

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ENGINEERING

1. FIXING LOCAL ROADS ROUND 3

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

For Council to prioritise road projects for future rounds of the Fixing Local Roads program

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

Council has been advised that a further round of the Fixing Local Roads Program will open shortly with a possibility of a further two rounds to follow.

Fixing Local Roads is a program funded by the NSW Government to support Councils in the repair and maintenance of local roads.

Program guidelines have previously stated that a 25% co-contribution from Council is required for all projects.

Council has been successful so far in obtaining the following funding under the program

Round 1

- Cummings Road 6km Reconstruction and widening -Grant \$1,667,683 + Council Contribution \$555,985 – Total Project \$2,223,578 – Recently completed
- Fellow Hills Road 4km Reconstruction and widening – Grant \$1,044,849 + Council Contribution \$348,284 – Total Project \$1,393,133 – to commence in July 2021

Round 2

- Gerogery Road 4.5km Reconstruction and widening – Grant \$1,959,911 +Council Contribution \$653,304 – Total Project \$2,613,215 – to commence in 2021/22

Council also submitted unsuccessful grant applications in Round 2 for:

- Henty Cookardina Road Reconstruct and Widen 6km - Grant \$2,192,271 + Council Contribution \$730,757 – Total Project \$2,923,028
- Brocklesby – Balldale Road Construct and Seal 7.25km - Grant \$2,814,735 + Council Contribution \$938,245 – Total Project \$3,752,980

Management has previously prioritised roads for this program that are in Councils Delivery Program or highlighted in Council Road Strategy for upgrading.

When submitting multiple projects in funding programs the NSW Government is now also requesting Council prioritise projects in order of importance

**ORDINARY MEETING OF GREATER HUME COUNCIL
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FIXING LOCAL ROADS ROUND 3 [CONT'D]

Apart from the two projects that were unsuccessful in Round 2 it is considered by management that along with these projects that a further three projects be submitted for consideration as part of future Fixing Local Road programs:

They being:

- Benambra Road 5.5km Reconstruction/Construction and Sealing from Weeamera Road to Cummings Road Approx Cost \$3.1m
- Burrumbuttock – Walla Walla Road 12.6km Widening from Burrumbuttock to Walla Walla Approx Cost \$1.9m
- Bungowannah Road 9.9km Reconstruction and Widening from Jelbart Road to Ferguson Road Approx Cost \$5.4m

Management considers the priority for Council projects is:

1. Henty Cookardina 6km Road Reconstruct and Widen \$2.9m
2. Brocklesby – Balldale Road 7.25km Construct and Seal \$3.8m
3. Benambra Road Reconstruction/Construction and Sealing 5.5km from Weeamera Road to Cummings Road \$3.1m
4. Burrumbuttock – Walla Walla Road 12.6km Widening from Burrumbuttock to Walla Walla \$1.9m
5. Bungowannah Road 9.9km Reconstruction and Widening from Jelbart Road to Ferguson Road \$5.4m

BUDGET IMPLICATION

As stated a 25% contribution is considered a requirement under the guidelines and must be committed with any project submissions. As the Fixing Road Program is likely to require projects to be completed in a short time frame, Council's future roads program will likely have to be altered to accommodate successful projects

CONCLUSION

Council has been advised that a further round of the Fixing Local Roads Program will open shortly with a possibility of a further two rounds to follow.

When submitting multiple projects in funding programs the NSW Government is now requesting Council prioritise projects in order of importance

Management considers the priority for Council projects is

1. Henty Cookardina 6km Road Reconstruct and Widen \$2.9m
2. Brocklesby – Balldale Road 7.25km Construct and Seal \$3.8m
3. Benambra Road Reconstruction/Construction and Sealing 5.5km from Weeamera Road to Cummings Road \$3.1m
4. Burrumbuttock – Walla Walla Road 12.6km Widening from Burrumbuttock to Walla Walla \$1.9m
5. Bungowannah Road 9.9km Reconstruction and Widening from Jelbart Road to Ferguson Road \$5.4m

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FIXING LOCAL ROADS ROUND 3 [CONT'D]

RECOMMENDATION

That Council endorse the following projects be lodged in future Fixing Local Roads Program in the priority of:

1. Henty Cookardinia 6km Road Reconstruct and Widen \$2.9m
2. Brocklesby – Balldale Road 7.25km Construct and Seal \$3.8m
3. Benambra Road Reconstruction/Construction and Sealing 5.5km from Weeamera Road to Cummings Road \$3.1m
4. Burrumbuttock – Walla Walla Road 12.6km Widening from Burrumbuttock to Walla Walla \$1.9m
5. Bungowannah Road 9.9km Reconstruction and Widening from Jelbart Road to Ferguson Road \$5.4m.

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2. TENDER TL 12 – 2020/21 MOLKENTIN FLOODWAY RCBC

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To consider tenders for the construction of a Reinforced Concrete Box Culvert (RCBC) near Molkentin Road, Jindera.

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 2020/2021 Operational Plan.

The RCBC in question forms part of the works required to cater for flood-flows between the Jindera Recreation Reserve and the drainage reserve to the north of Molkentin Road. This RCBC will be the new culvert under Urana Road and will discharge onto a new drainage reserve along land currently being acquired on the south side of Molkentin Road.

It was noted in the tender documents that the commencement of the project will be delayed until late 2021 due to allow for the land acquisition process required for the construction of the floodway downstream of the subject RCBC to be completed.

Advertisements were placed in the Border Mail and on Tenderlink.
Tenders closed on Tuesday, 1 June 2021. Four tenders were received via the Tenderlink portal.

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

Company	Tender Price (excluding GST)
Bede Hutchinson	\$407,268.50
Civil and Civic Corporation	\$365,244.55
Hurst Earthmoving	\$311,279.83
Longford Civil	\$356,204.00

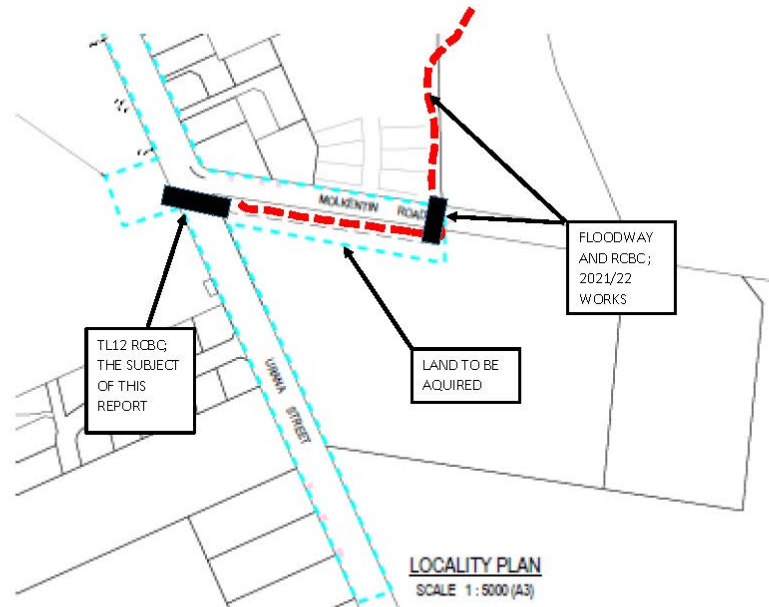
A table of the apportionment used to assess the tenders is **ENCLOSED SEPARATELY** for Councillors' information.

Hurst Earthmoving is a well-established civil contractor based in Albury and has previously completed works for Greater Hume Council to a satisfactory standard. Mr Dallas Hurst from Hurst Earthmoving attended a post-tender interview where it was confirmed that he was satisfied that they have the personnel and equipment to complete the project to the required standard in a safe manner. Mr Hurst indicated that a projected commencement date in late 2021 may attract a nominal rise in material costs due particularly to the forecast increase in steel reinforcement costs.

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TENDER TL 12 – 2020/21 MOLKENTIN FLOODWAY RCBC [CONT'D]

The proposed works for Councillors' information.



BUDGET IMPLICATION

The budget for this project is \$400,000 (excl. GST).

The tender price of \$311,279.83 (excl. GST) is within the budget of \$400,000.00(excl. GST).

The tendered price does not include the possibility of provisional items or the likely hood of material price increases.

CONCLUSION

Four tenders were received for the MolKentin Floodway RCBC project.

All four tenders were considered.

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

RECOMMENDATION

That:

1. The tender submitted by Hurst Earthmoving P/L for tender TL12 MolKentin Floodway RCBC for \$311,279.83 (excl. GST) be accepted.
2. The unsuccessful tenderers be notified.
3. The General Manager and the Mayor be authorised to execute contract documentation with Hurst Earthmoving P/L under the Common Seal of Council.

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ITEMS TO BE REFERRED TO CLOSED COUNCIL

Nil.

OFFICER'S REPORTS – PART B – TO BE RECEIVED AND NOTED

CORPORATE AND COMMUNITY SERVICES

1. COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 MAY 2021

Report prepared by Accounting Officer – Camilla Webb

REASON FOR REPORT

This report presents to Council details of all funds invested as at 31 May 2021 as required by the Local Government (General) Regulation 2005.

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

In accordance with the Local Government Act 1993, the Responsible Accounting Officer must present to Council monthly, the status of the investments held by Council. The Responsible Accounting Officer must detail the investments held, and their compliance with both internal policy and external regulation under the Ministerial Order of Investments.

In accordance with the recommendations made by the Office of Local Government (OLG) Investment Policy Guidelines published in June 2010, the monthly Investments Reports are attached to the Council investment report. This allows a stand-alone report to be published on Council's website for the public to view without having to peruse the Council meeting agenda for the relevant meeting.

Councillors should note that Council has engaged an external investment manager, Curve Securities, to source appropriate investment opportunities with the aim of transitioning Council's investment portfolio to meet the investment parameters as detailed in Council's revised Investment Policy. Curve Securities will work with Council to ensure that Council's overall investment portfolio is diversified across a wider spectrum of approved financial institutions thereby achieving improved security and asset protection. It should be noted that each individual investment is still held directly by Council with each financial institution.

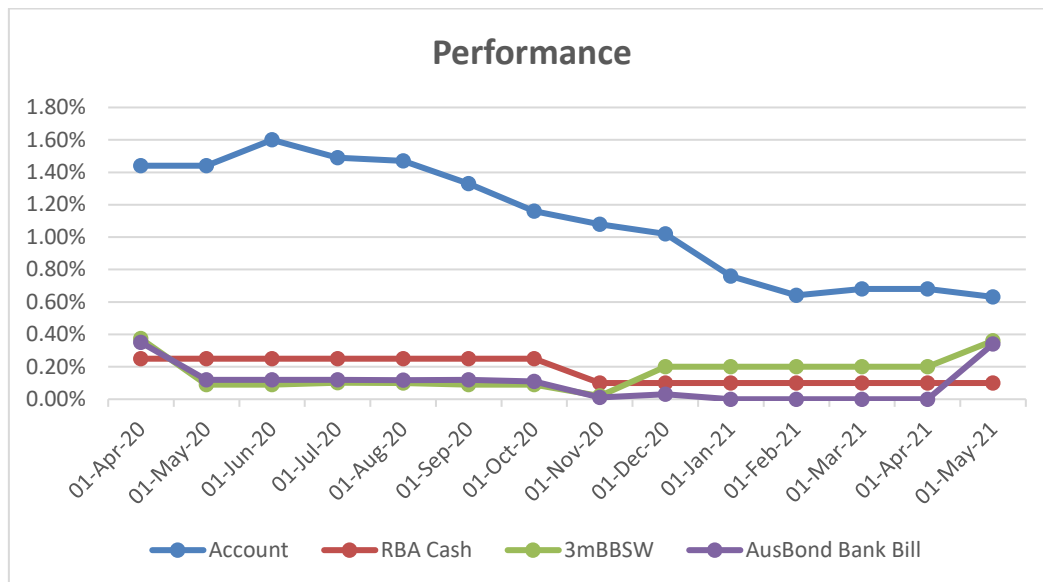
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COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 MAY 2021 [CONT'D]

Greater Hume’s overall investment portfolio

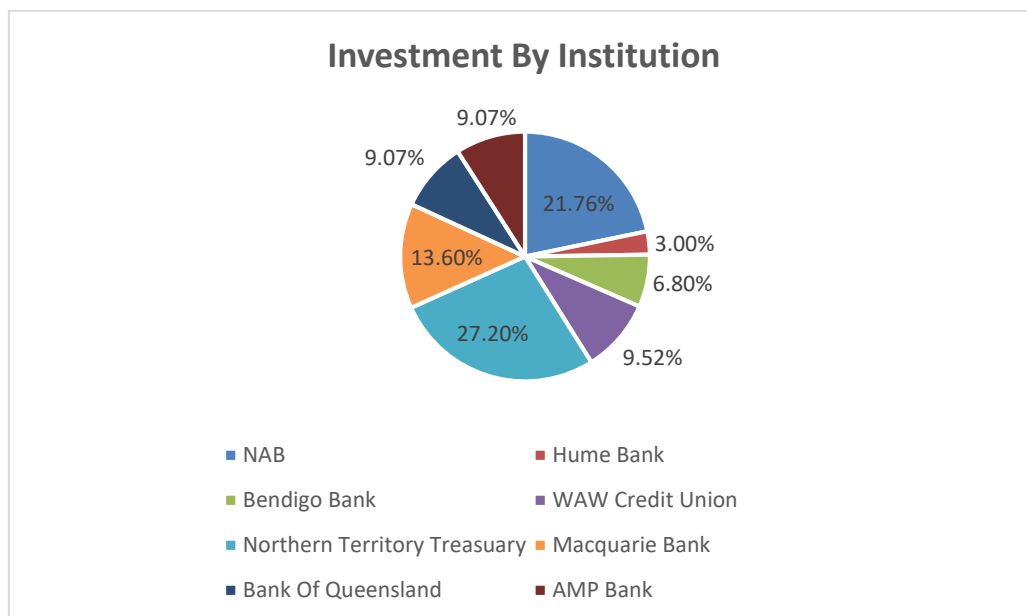
Total Portfolio Value	\$27,326,310
Weighted Average Term (days)	355
Weighted Average Yield	0.61 %
Total Monthly Accrued Interest	\$11,329.15
Total Interest Received this month	\$22,277.69
Interest Payments this month	7
Matured Investments this month	5
Total Funds Matured this month	\$2,149,345.00
New Investments this month	4
Total Funds Invested this month	\$2,500,000.00

Reserve Bank of Australia maintained the cash rate at 0.10%.



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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
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COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 MAY 2021 [CONT'D]



Investment Register

ADI/Security Name	Purchase Amount	Maturity Date	Term in Days	Yield	Long Term Rating	Monthly Accrued Interest
Macquarie Bank	\$500,000	8/06/2021	181	0.45%	A+	\$127.40
NAB	\$500,000	14/06/2021	273	0.85%	AA-	\$360.60
NAB	\$500,000	15/06/2021	273	0.85%	AA-	\$360.96
Hume Bank	\$500,000	19/06/2021	365	1.20%	NR	\$509.59
WAW Credit Union	\$600,000	25/06/2021	180	0.70%	NR	\$356.71
Hume Bank	\$49,345	30/06/2021	365	1.20%	NR	\$50.29
WAW Credit Union	\$500,000	5/07/2021	181	0.75%	NR	\$318.49
Macquarie Bank	\$500,000	7/07/2021	204	0.35%	A+	\$148.63
NAB	\$500,000	15/07/2021	273	0.60%	AA-	\$254.79
NAB	\$500,000	21/07/2021	189	0.35%	AA-	\$148.63
Macquarie Bank	\$500,000	28/07/2021	155	0.30%	A+	\$127.40
Macquarie Bank	\$500,000	4/08/2021	232	0.35%	A+	\$148.63
NAB	\$500,000	18/08/2021	365	0.90%	AA-	\$382.19
NAB	\$300,000	27/08/2021	365	0.85%	AA-	\$216.58
NAB	\$500,000	29/08/2021	183	0.30%	AA-	\$127.40
NAB	\$500,000	15/09/2021	365	0.90%	AA-	\$382.19
Bank Of Queensland	\$500,000	23/09/2021	182	0.35%	BBB+	\$148.63
Macquarie Bank	\$500,000	29/09/2021	288	0.35%	A+	\$148.63
AMP Bank	\$1,000,000	7/10/2021	217	0.70%	BBB	\$594.52
Bendigo And Adelaide Bank	\$500,000	15/10/2021	365	0.75%	BBB+	\$318.49
Bank Of Queensland	\$500,000	21/10/2021	210	0.35%	BBB+	\$148.63
Bank Of Queensland	\$1,000,000	9/11/2021	181	0.35%	BBB+	\$191.78
Macquarie Bank	\$500,000	10/11/2021	330	0.35%	A+	\$148.63

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COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 MAY 2021 [CONT'D]

ADI/Security Name	Purchase Amount	Maturity Date	Term in Days	Yield	Long Term Rating	Monthly Accrued Interest
NAB	\$500,000	6/12/2021	365	0.55%	AA-	\$233.56
NAB	\$500,000	14/12/2021	364	0.50%	AA-	\$339.73
WAW Credit Union	\$500,000	14/12/2021	364	0.80%	NR	\$212.33
Northern Territory Treasury Corp	\$2,000,000	15/12/2021	385	0.40%	NR	\$679.45
Bendigo And Adelaide Bank	\$500,000	12/01/2022	272	0.35%	BBB+	\$148.63
Bendigo And Adelaide Bank	\$500,000	19/01/2022	279	0.35%	BBB+	\$148.63
Hume Bank	\$66,761	1/03/2022	365	0.50%	NR	\$28.35
AMP Bank	\$1,000,000	21/04/2022	365	0.70%	BBB	\$594.52
WAW Credit Union	\$500,000	11/05/2022	365	0.75%	NR	\$215.75
Hume Bank	\$46,751	16/05/2022	364	0.40%	NR	\$7.69
Northern Territory Treasury Corp	\$1,500,000	16/06/2025	1481	1.10%	NR	\$226.03
Northern Territory Treasury Corp	\$2,500,000	15/06/2026	1887	1.30%	NR	\$2,760.27
NAB	\$5,263,452.19	9/06/2021	1	0.10%	AA-	\$14.42
	\$27,326,310					\$11,329.15

Declaration

I, Camilla Webb, as the Responsible Accounting Officer of Greater Hume Shire Council, hereby certify the investments listed in the attached reports have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulations 2005 and Council's Investment Policy.

All investments have been appropriately recorded in Council's financial records and reconciled monthly.

CONCLUSION

On 31 May 2021, the 2020/21 Financial Year investment return amounted to \$27,326,310.

RECOMMENDATION

That Council receives and notes the Investment Balances Report for the month of May 2021.

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ENGINEERING

1. PROPOSED HOLBROOK FLOOD MITIGATION WORKS

Report prepared by Manager Traffic & Infrastructure – Michael Oliver

REASON FOR REPORT

To advise Council on funding received for proposed flood mitigation works for the township of Holbrook that was recently announced as part of the Federal Budget.

REFERENCE TO DELIVERY PLAN ACTION

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

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

DISCUSSION

As part of the Federal Budget \$4.58 million from the National Flood Infrastructure Mitigation Program (NFIMP) has been allocated to undertake flood mitigation works at Holbrook

The proposed flood mitigation works are located in the southern portion of Holbrook, including a levee to be built on the southern side of Ten Mile Creek along Hay Street, and another further levee south, parallel to Macinnes Street from the Albury St/Holbrook Bypass off-ramp to Ten Mile Creek near the eastern end of Bardwell Street. In addition, it is proposed to install six large culverts to transfer floodwater through the Albury St/Holbrook Bypass off-ramp downstream of Albury St.

The key objectives of the Holbrook flood mitigation works are to:

- > Mitigate flooding in Holbrook from 10 Mile Creek
- > Maximise social, economic and environmental benefits
- > Minimise environmental, social and cultural impacts.

Following flooding of residential areas in 2010 and 2012:

- Greater Hume Council undertook the Holbrook Flood Study (WMA Water, 2013) to determine the nature and extent of the existing flood problem.
- The proposed works to mitigate flooding were determined in the Holbrook Floodplain Risk Management Study and Plan FRMS&P (WMA Water, 2017).
- Council has since adopted the floodplain risk management plan for Holbrook and completed the design of the proposed works.

The tasks that have been carried out as part of the Holbrook Flood Mitigation Design are:

- > Site visit to assess levee alignment;
- > Consultation with Landowners;
- > Liaison with Transport for NSW (TfNSW) regarding culverts through the Albury St off ramp;
- > Additional flood modelling undertaken by Cardno;
- > Preliminary Environmental and Planning Overview (PEPO) undertaken by Cardno; and
- > Geotechnical Investigation undertaken by Cardno.

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PROPOSED HOLBROOK FLOOD MITIGATION WORKS [CONT'D]

Changes made from the Floodplain Risk Management Study and Plan (FRMS&P) following detailed design are:

- > The levee type will be a concrete panel wall at 58 Bardwell St due to a space constraints, this is also the case behind the house at 63 Macinnes St;
- > Alignment of the levee through the caravan park has been altered as a result of discussions with the owners;
- > Removal of spoil piles further north in the stock route to allow passage for the increased flows;
- > Constructing Hay St and Nolan St on top of the levee to minimise removal of mature trees and maintain access;
- > Hay St was raised and the levee changed to a wall to reduce the visual impact of the levee in Hay St. This changed the levee height above the ground from 1.8m to less than 1m; and
- > A bund is now included for the northern side of Ten Mile Creek to prevent floodwaters from entering Young St.

A summary of the flood mitigation measures proposed are:

- Raising Hay St;
- Earthen and Concrete Panel Levees;
- Culverts under Hume Highway off ramp;
- Removal of stockpiles;
- Earthen/grassed bund along northern side of creek between the Albury St and the pool;

A copy of the proposed Holbrook Flood Mitigation Works is attached in **ANNEXURE 10**.

BUDGET IMPLICATION

Council has been fortunate to secure funds of \$4.58 million from the National Flood Infrastructure Mitigation Program (NFIMP) funded through the Emergency Response Fund (ERF) Act 2019 to undertake the Holbrook Flood Mitigation Works. As the works are fully funded there is no impact on Council current or future budgets

CONCLUSION

As part of the Federal Budget \$4.58 million from the National Flood Infrastructure Mitigation Program (NFIMP) has been allocated to undertake flood mitigation works at Holbrook

The proposed flood mitigation works are located in the southern portion of Holbrook, including a levee to be built on the southern side of Ten Mile Creek along Hay Street, and another further levee south, parallel to Macinnes Street from the Albury St/Holbrook Bypass off-ramp to Ten Mile Creek near the eastern end of Bardwell Street. In addition, it is proposed to install six large culverts to transfer floodwater through the Albury St/Holbrook Bypass off-ramp downstream of Albury St.

RECOMMENDATION

That Council receive and note the report.

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PART C - ITEMS FOR INFORMATION

GOVERNANCE

1. WORKSHOP/BRIEFING SESSION SCHEDULE 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 commencing at 5.45pm	Topic
Wednesday, 24 February 2021	Preliminary Roads Workshop
Wednesday, 10 March 2021	Preliminary Budget Workshop/Jindera Multi-Purpose Centre
Friday, 19 March 2021	Shire Works and Roads Tour
Wednesday, 31 March 2021	Final Roads Workshop
Wednesday, 7 April 2021	Final Budget Workshop
Wednesday, 5 May 2021	Jindera Multi-Purpose Hall Results of Waste Survey Financial management lessons learnt from a dismissed council
Wednesday, 26 May 2021	Stronger Country Communities Fund – consideration of a Council project
Wednesday, 2 June 2021	Welcoming Cities Presentation
Wednesday, 7 July 2021	TBA
Wednesday, 4 August 2021	TBA

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>

- 21-09 Crown Lands – Plans Of Management – Funding Extension
- 21-08 Consultation On Draft Model Social Media And Councillor And Staff Interaction Policies And On The Development Of A Model Media Policy
- 21-07 Commencement Of Local Government Amendment Act 2021
- 21-06 2021/22 Determination Of The Local Government Remuneration Tribunal

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

REASON FOR REPORT

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

DISCUSSION

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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4. TOURISM AND PROMOTIONS OFFICER'S REPORT

Report by Tourism and Promotions Officer – Kerrie Wise

REASON FOR REPORT

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

DISCUSSION

The report on projects being undertaken by the Tourism and Promotions Officer is attached at **ANNEXURE 11**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

CORPORATE AND COMMUNITY SERVICES

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

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

2. STATEMENT OF BANK BALANCE AS AT 31 MAY 2021

The statement of bank balance report as at 31 May 2021 is attached at **ANNEXURE 12**.

Please note that the investment report is now contained in the Part B section of this agenda.

3. PEOPLE & CULTURE REPORT FOR MAY 2021

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

LEGISLATION / POLICIES / PROCEDURES

- Undertaking review of policies and procedures

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PEOPLE & CULTURE REPORT FOR MAY 2021 [CONT'D]

PLANNING

- People & Culture Management System and Plan developed to guide future activities through a process of development, implementation, review and improvement
- Ongoing succession planning - Work Instructions being developed and documented for key activities performed by People & Culture
- REROC Workforce Development meeting – next meeting 17 August 2021.

RECRUITMENT

- Recruitment in progress:
 - Culcairn Early Childhood Centre – Educators and Cleaner
 - Greater Hume Children Services Centre Directors – Holbrook, Culcairn and Henty/Walla Walla
- New employees commencing with Council:
 - Ashleigh Andrews – Library/Customer Service Officer – Henty
 - Angela Moriarty – Youth Officer – Henty
 - Tania Saunders – Bushfire Grants Administration Officer – 6 Months Fixed Term – Holbrook
 - Jo-Anne Harris – Casual Customer/Service Library Officer
 - Melita Cronin - Casual Customer/Service Library Officer
- Position/role changes with existing Council employees: N/A
- Employees ceasing duties with Council: N/A
- Positions advertised:
 - Ranger/Compliance Officer – applications closed 30 April. Interviews conducted 10 May – appointed Robert O'Connor, commencing 8 June
 - Internal advertisement with Culcairn Early Childhood Centre – Educators, Administration Officer and Cleaner. Applications closed 3 May and interviews conducted 11 May – commencing from 1 July
 - Internal Early Childhood Second-In-Charge – Holbrook and Walla Walla – applications closed 26 May
 - Casual Visitor Information Centre Assistant – Holbrook – applications closed 19 May – appointed 1
 - Executive Assistant – Governance – Part Time Holbrook. Applications closed 24 May, appointed 1, commencing 22 June

4.

WORKPLACE RELATIONS

- Participate with Outdoor Staff quarterly meetings – meeting held on 11 March; next meeting 10 June 2021
- Coordinate and administer Consultative Committee – meeting held on 11 March; next meeting to be confirmed
- Participate with Risk WHS Committee – meeting held on 11 March; next meeting to be confirmed
- LGNSW HR Networking Meeting – virtual meeting held 2 June; next meeting 2 September 2021

PROFESSIONAL DEVELOPMENT & LEARNING

- Human Resources and Industrial Relations Mentoring
- Professional Placement Program - University student completing 3 weeks of Accounting Placement – Rose Danen
- High School Work Experience Student from St. Paul's College – Clancy Armstrong

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PEOPLE & CULTURE REPORT FOR MAY 2021 [CONT'D]

PERFORMANCE MANAGEMENT

- Council's annual Performance Appraisals will be distributed from 21 June, enabling supervisors and employees to undertake the online appraisal

HEALTH & WELLBEING

- Coordination of Phase 7 of Council's Early Intervention Health and Wellbeing Program with Align. Program consists of a Physiotherapist and Health and Wellness Consultant. Health and Wellness consults are conducted on a weekly basis in Council's Children Services Centres and also at Council's Depots from 7am to engage the whole workforce compliment.

REVIEW & CONTINUOUS IMPROVEMENT

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

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ENGINEERING

1. REPORT OF WORKS – MAY 2021

Grants Program

State Roads Maintenance (RMCC)

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

Olympic Highway Rail Crossing Project is progressing.

Heavy Patching on MR284 has been completed.

Regional Roads

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

Local Roads

Sealed

General maintenance on local roads is continuing.

Unsealed:

Council's Gravel Resheeting Program has commenced with the following roads completed; Browns Road, Ferndale Road, Finlay Road, Heriots Road, Lennons Road and Rockingham Road.

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

- Benambra Road
- Burma Road
- Hanel's Road
- Maloney Road
- Orelida Siding Road
- Plunkett Road
- Schoff Road
- Shoemarks Road
- Vile Lane
- Weamera Road

Urban Streets:

General maintenance of urban streets is continuing.

General:

General maintenance of public toilets and parks is continuing.

Installation of new town entrance signs for all towns and villages has commenced.

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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 Roads Maintenance	\$500,200	\$458,517	\$473,575	-\$15,058	Monitor
Rural Roads Sealed	\$796,405	\$730,038	\$666,195	\$63,843	
Rural Roads Unsealed	\$1,331,656	\$1,220,685	\$1,319,149	-\$98,464	Noted and have reduced maintenance grading to reduce cost over run.
Street Tree Maintenance	\$247,387	\$226,771	\$239,085	-\$12,314	Monitor and reduce tree maintenance to combat expenditure.

Regional Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Regional Roads Maintenance	\$795,220	\$728,952	\$650,855	\$78,097	
Regional Roads Capital	\$1,250,462	\$1,146,257	\$694,940	\$451,317	

Sportsgrounds, Parks & Public Toilets	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Sportsground Maintenance	\$166,050	\$152,213	\$196,060	-\$43,848	Additional Maintenance Costs.
Parks & Gardens Maintenance	\$290,641	\$266,421	\$288,390	-\$21,969	Additional Maintenance Costs.
Public Toilets Maintenance	\$157,697	\$144,556	\$135,514	\$9,042	

NB : Sportsground Maintenance excludes annual GHC contribution payment

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2. WATER & SEWER REPORT – MAY 2021

Capital Works Program:

- Holbrook – sewer main relining – WIP
- Walla Walla Sewer Treatment Works new solar system – Completed
- Henty Sewer Treatment Works new solar system - WIP
- Culcairn Sewer Treatment Works new solar system - WIP
- Holbrook Sewer Treatment Works new solar system - WIP

Operation & Maintenance:

- New water service connection – 9 Damson Crt, Jindera
- New water service connection – 14 Damson Crt, Jindera
- New water service connection – 147 Coogera Circuit, Jindera
- New water service connection – 8 Protea Crt, Jindera
- New water service connection – 15 Cottonwood Lane, Jindera
- New water service connection – 10 Terlich Way, Jindera
- New water service connection – 14 Terlich Way, Jindera

- Water main repair – 150 mm AC – 425 Glenellen Rd, Jindera

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 May 2021 for Villages and Culcairn Water Supply have all complied with the Australian Drinking Water Guidelines.

Water Quality Complaints

Date	Location	Problem	Action Taken
Nil to Report			

Water Supply Sourced and Used

1 July 2020 – 31 May 2021	2018/2019	2019/2020	2020/2021
Culcairn Water Supply (ML)	163.94	154.68	138.0
Village Water Supply (ML)	448.51	460.21	430.70
Totals (ML)	612.45	614.89	568.7

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WATER & SEWER REPORT – MAY 2021 [CONT'D]

Filling Stations Transactions

- Filling station sites - 40 transactions during the May 2021 period
- **Yearly Total Transactions - 1626**

Filling Stations Usage

Station	May 2021 Total KL	2020-2021 Yearly Total
Culcairn	181.23	8089.34
Jindera	58.2	1213.1
Brocklesby	8.6	675.1
Burrumbuttock	44.9	332.8
Gerogery	5.1	35.6
Totals (KL)	298.03	10345.94

Filling Station Customer Usage

Customer	May 2021 Total KL	2020-2021 Yearly Total
Council – Road Construction, Maintenance & Tree Watering	160.92	7708.6
Contractors – Water Carters, Households & Roadworks	111.51	2012.18
Residents	19.1	542.16
Fire Brigade (RFS)	6.5	83
Totals (KL)	298.03	10345.94

ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF MAY 2021

The schedule of development applications processed for the month of May 2021 is attached at **ANNEXURE 13**.

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2. RANGER'S REPORT – MAY 2021

COMPANION ANIMALS

No. of Complaints Received 18		Including: 3 barking dogs, 12 roaming dogs, dealing with an aggressive dog, nuisance dogs aggression, finish 1 Menacing Order process from dog attack issued and dog compliance checks conducted.	
No. of dog attacks:	2	Location: Holbrook	2 dogs owned by 1 person attacking each other, sustained critical injuries. Both dogs euthanased by vet, owners request.
		Gerogery	Dog acting aggressively. Nuisance Dog Order and infringement issued.
Comments:	Assist Police in seizing 2 dogs following an arrest at Bowna.		
		Dogs	Cats
In Council's Facility at Beginning of Month			
Captured & Returned to Owners		3	2
Captured & Impounded		4	
Released from Pound to Owners		3	
Surrendered by Owners		3	
Rehomed		1	
Euthanased		3	
Remaining in Council's Facility at End of Month			

FERAL CATS

No. of Complaints:	4
No. Feral Cats caught:	5

LIVESTOCK

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

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

Lankeys Creek – sheep constantly on the road. Working with RSPCA and NSW Police Rural Crime Squad.

Holbrook – 1 injured kangaroo euthanased.

Walla Walla - 1 injured kangaroo euthanased.

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RANGER'S REPORT [CONT'D]

ABANDONED VEHICLES

Henty – vehicle impounded.
Henty – vehicle removed by owner.
Culcairn – vehicle removed by owner.
Little Billabong – vehicle removed by owner.
Gerogery – vehicle removed by owner.
7 vehicles remain impounded.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted. 21 Orders issued.
Pollution: Offensive smell	Henty – wood fire smoke. Owners spoken to.
Pollution: Waste	Jindera – excessive storage of tyres. Investigations with the EPA underway. Prevention Notice and Clean-up Notice issued. Jindera – household waste. Removed by Council. Glenellen – sheep carcasses in the dry creek. Woomargama – household waste removed by Council.
Pollution: Noise	Culcairn - 2 barking dogs. Jindera - motorbike noise. Sound meter installed.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections	6	3	6
Pre-Purchase Inspections	1		1
OSMS Orders issued	5		
OSMS Orders Compliance Inspections	8	8	
Plumbers Site Inspections	3		
OSMS Upgrade Applications Received	7	6	1
OSMS Approvals To Do Works Issued	6		
OSMS Approvals To Operate Issued	4		
AWTS Service Contract Renewal Letters			
Local Government Application Approvals			
Local Government Approval Inspections			
Local Government Approval Soil Report Assessments			
OSMS Rate charge enquires			
Septic Enquiry	2		
Solicitors letter	4		
Vacant Land checks			

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RANGER'S REPORT [CONT'D]

OTHER WORKS CONDUCTED

- RID online (Report Illegal Dumping online) updating with data entry.
- Holbrook, Culcairn and Jindera landfill site works, landfill water pump checks, refuelling conducted and camera checks.
- Assist RSPCA with companion animal and stock welfare issues.
- Sound monitoring various locations.
- Holbrook pound new roof and fencing work completed.
- Holbrook landfill loader front forks made.

3. SENIOR WEEDS OFFICER'S REPORT – MAY 2021

Control work of Green Cestrum along the Billabong Creek from Walbundrie to Rand has commenced and a large number of plants have been found at this point. Cut, pasting and spraying is the mean of control that is being applied by Council.

Spraying of Horehound is ongoing in the western area of Council.

Control work of Serrated Tussock has commenced on Hovell Road.

Control work of Coolatai Grass is ongoing throughout Council roadsides.

Murray Local Land Services grant funding of \$20,000 is being used to control the following weeds:

- Coolatai Grass.
- Green Cestrum.
- Horehound.
- Serrated Tussock.

Spraying of drains is ongoing at the following towns:

- Jindera.
- Walla Walla.

Controlling and 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.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 16 JUNE 2021**

PART D

Attached, in **ANNEXURE 14**, are minutes of the following meetings:

- Minutes of the Henty Community Development Committee meeting held 29 March 2021