

TABLE OF CONTENTS
OCTOBER 2021

MAYORAL MINUTE	3
1. GENERAL MANAGER RECRUITMENT – APPOINTMENT OF CONSULTANTS.....	3
NOTICE OF MOTIONS	6
1. NOTICE OF MOTION – SUPPORT FOR COUNCIL TO ASSIST RELEVANT AUTHORITIES IN TOWNS AND VILLAGES AS A PRECAUTION OF SUMMER WEATHER AND FIRE HAZARDS	6
OFFICERS’ REPORTS – PART A - FOR DETERMINATION	7
CORPORATE AND COMMUNITY SERVICES	7
1. PRESENTATION OF 2020/2021 FINANCIAL STATEMENTS	7
ENVIRONMENT AND PLANNING	9
1. DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1 POLACK STREET JINDERA	9
2. DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759 109 CREEK STREET JINDERA.....	18
3. DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95 WOOD STREET JINDERA	28
GOVERNANCE	39
1. LOCAL GOVERNMENT ELECTIONS – CONSTITUTIONAL REFERENDUM	39
2. HENTY SPORTSGROUND FUNCTION ROOM – EXTENSIONS AND REFURBISHMENT	42
3. BURRUMBUTTOCK RECREATION RESERVE – PROPOSED MULTI PURPOSE COMMUNITY CENTRE	45
4. JINDERA INDUSTRIAL ESTATE – STAGE 3	49
CORPORATE AND COMMUNITY SERVICES	51
2. 2020/2021 ANNUAL REPORT AND 2017/2021 END OF TERM REPORT	51
3. RENEWAL OF EXISTING LICENCE – STATE EMERGENCY SERVICES AND FIRE & RESCUE NSW CO-LOCATION AT GOOMBARGANA HILL COMMUNICATIONS TOWER	52
4. LICENCE – LOTS 192 & 205 DP 753342, CORNER OF GLENELLEN ROAD AND ORTLIPP ROAD, GLENELLEN (FORMER GLENELLEN SCHOOL SITE) – CROWN LAND	54
ENGINEERING	55
1. TENDER TL 01 – 2021/22 CULCAIRN HOLBROOK ROAD (1.94KM NEAR THUGGA ROAD)	55
2. PROVISION OF FOOTPATH, FRASER STREET CULCAIRN	58
ITEMS TO BE REFERRED TO CLOSED COUNCIL	61
1. OFFERS TO PURCHASE VACANT RESIDENTIAL LAND – 9 KLEIN COURT, 33 PECH AVENUE AND 20A BRITTON COURT, JINDERA	61

TABLE OF CONTENTS
OCTOBER 2021

OFFICERS' REPORTS – PART B – TO BE RECEIVED AND NOTED	63
GOVERNANCE.....	63
1. HOLBROOK SPORTING COMPLEX – CONSTRUCTION UPDATE ON MULTI PURPOSE FUNCTION ROOM AND CATERING FACILITIES	63
2. RETURNS OF INTEREST – COUNCILLORS AND DESIGNATE PERSONS.....	66
CORPORATE AND COMMUNITY SERVICES.....	67
1. COMBINED INVESTMENT ACCOUNT – MONTH ENDED 30 SEPTEMBER 2021	67
ENGINEERING	72
1. DRINKING WATER MANAGEMENT SYSTEM ANNUAL REPORT 2020/2021	72
PART C - ITEMS FOR INFORMATION	74
GOVERNANCE.....	74
1. WORKSHOP/BRIEFING SESSION SCHEDULE 2020/2021	74
2. OFFICE OF LOCAL GOVERNMENT CIRCULARS.....	75
3. LOCAL GOVERNMENT NEW SOUTH WALES (LGNSW) – WEEKLY CIRCULARS	76
4. TOURISM AND PROMOTIONS OFFICER'S REPORT.....	76
5. ECONOMIC DEVELOPMENT QUARTERLY PROGRESS REPORT.....	77
CORPORATE AND COMMUNITY SERVICES.....	78
1. CHRISTMAS / NEW YEAR OFFICE CLOSURE PERIOD.....	78
2. GREATER HUME CUSTOMER REQUEST MODULE – SUMMARY OF MONTHLY REQUESTS	79
3. STATEMENTS OF BANK BALANCES AS AT 30 SEPTEMBER 2021	79
4. GREATER HUME LIBRARY SERVICES.....	79
5. PEOPLE & CULTURE REPORT FOR SEPTEMBER 2021.....	81
ENGINEERING	84
1. SEPTEMBER 2021 REPORT OF WORKS.....	84
2. WATER & SEWER REPORT – SEPTEMBER 2021.....	85
ENVIRONMENT AND PLANNING.....	87
1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF SEPTEMBER 2021	87
2. RANGER'S REPORT – SEPTEMBER 2021.....	88
3. SENIOR WEEDS OFFICER'S REPORT – SEPTEMBER 2021	90
PART D	90

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

MAYORAL MINUTE

1. GENERAL MANAGER RECRUITMENT – APPOINTMENT OF CONSULTANTS

Report by the Mayor – Cr Heather Wilton

REASON FOR REPORT

For Council to consider Expressions of Interest (EOI) received from Blackadder and Associates and Local Government Management Solutions (LGMS) to assist Council in the recruitment for the position of General Manager.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

Blackadder and Associates and LGMS were invited to submit an Expression of Interest to assist Council in the recruitment to the position of General Manager.

The Consultants Brief was forwarded on 2 September with EOI's closing on Friday 24 September. EOI's were submitted by both Consultants. A copy of the Consultants Brief is included below:

INTRODUCTION

Council's long serving General Manager, Steven Pinnuck has advised Council that he will not be seeking an extension of his Contract of Employment past 30 June 2022. Council is seeking quotations from suitably qualified Consultants to facilitate the recruitment process for the position of General Manager.

Table 1 outlines the recruitment timeline adopted by Council.

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

Note: The above timeline was developed on the basis that local government elections would have been held on 4 September.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

GENERAL MANAGER RECRUITMENT – APPOINTMENT OF CONSULTANTS [CONT'D]

PROPOSAL

At a minimum proposals should include the following information:

- *Outline of the organisation including previous, recent 'experience*
- *Background of key recruitment personnel*
- *Recruitment methodology including:*
 - ✓ *Development of information package*
 - ✓ *Advertising*
 - ✓ *Short listing*
 - ✓ *Interview process*
 - ✓ *Selection*
 - ✓ *Reference and character checking*
 - ✓ *Identification of preferred applicant*
 - ✓ *Contract negotiation*
- *Value adding services that Council may consider including*
 - ✓ *General Manager Performance Reviews*
 - ✓ *General Manager mentoring*
 - ✓ *GM Performance Review Panel Training*
- *Fees and other costs schedule*

Further information for further information or clarification on Council expectations please contact **Cr Heather Wilton, Mayor on 0400 989238**

Closure of Request for Quotation

Proposals should be forwarded to mail@greaterhume.nsw.gov.au and copied to the Mayor hwilton@greaterhume.nsw.gov.au 5pm Friday 24 September 2021.

Cr Heather Wilton
MAYOR

1 September 2021

Consultants were also invited to offer valuing adding services with Blackadder and Associates advising that the following services would be provided within the quoted price:

- Mentoring and leadership development
- General Manager Induction Workshop and Performance Agreement 2022/2023
- Mayoral advice
- 360 degree review

Additional services that would also be available at a fee include:

- General Manager Performance Review 2022/2023 and Performance Agreement 2023/2024
- General Manager Performance Review Training
- Ongoing 360 degree review

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

GENERAL MANAGER RECRUITMENT – APPOINTMENT OF CONSULTANTS [CONT'D]

Local Government Management Services have indicated that they would prepare the 2022/2023 Performance Management Agreement within three months of commencement of the General Manager.

Whilst not included within their proposal LGMS provide GM performance Review Services and Performance Review Committee training.

Blackadder and Associates have indicated a 9-10 week recruitment timeframe whilst LGMS have indicated and 8 week recruitment timeframe.

A comparison of the EOI's along with the EOI documents are **ENCLOSED SEPARATELY** for Councillors consideration.

Blackadder and Associates and LGMS are the two most active recruitment businesses in NSW local government and both would have the capacity to assist Council in undertaking the recruitment task.

BUDGET IMPLICATIONS

Both EOI's submitted are within the budget allocation of \$25,000.

CONCLUSION

Blackadder and Associates and LGMS were invited to submit an Expression of Interest to assist Council in the recruitment to the position of General Manager. EOI's were received from both.

Blackadder and Associates and LGMS are the two most active recruitment businesses in NSW local government and both would have the capacity to assist Council in undertaking the recruitment task for a new General Manager.

Blackadder and Associates have indicated that Terrey Kiss would be the lead consultant if engaged. Mr Kiss have extensive local government experience particularly in rural and regional NSW and for that reason it is recommended that Blackadder and Associated be appointed to the position.

RECOMMENDATION

That Blackadder and Associates be appointed to undertake the recruitment for the position of General Manager.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

NOTICE OF MOTIONS

1. **NOTICE OF MOTION – SUPPORT FOR COUNCIL TO ASSIST RELEVANT AUTHORITIES IN TOWNS AND VILLAGES AS A PRECAUTION OF SUMMER WEATHER AND FIRE HAZARDS**

Notice of Motion submitted by Cr Doug Meyer

Cr Doug Meyer has submitted a Notice of Motion –

“That Council resolve to assist relevant authorities in Towns and Villages in reduction of prolific growth and preparation of strategic Fire Breaks as a precaution in the onset of summer weather and eventuating fire hazard facing its communities”

General Managers Note:

The above Notice of Motion potentially commits Council resources to an unknown quantity of work for which there is currently no budget allocation.

It would be appropriate for the quantum of work required be identified so that a further report can be submitted to the November meeting for consideration in accordance with Clause 3.13 of the Code of Meeting Practice.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

OFFICERS' REPORTS – PART A - FOR DETERMINATION

CORPORATE AND COMMUNITY SERVICES

1. PRESENTATION OF 2020/2021 FINANCIAL STATEMENTS

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To formally present the 2020/2021 Financial Statements and Auditors Reports to Council.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

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

DISCUSSION

Councillors will recall that a comprehensive report on the 2020/2021 Financial Statements was submitted to the September 2021 meeting of Council.

At that meeting, Council resolved to refer its 2020/2021 Financial Statements to Council's Auditor for audit. The auditor's reports were subsequently received by Council and have been attached to the General Purpose and Special Purpose Financial Statements in accordance with Section 417(1) of the Local Government Act 1993.

The audited Financial Statements and a copy of the Auditor's Reports have been available for public inspection at Council's offices and on Council's website since 6 October 2021. As required by Section 418 of the Act, Council must give seven (7) days public notice for the meeting at which it presents the Audited Financial Statements and Auditor's Reports. The public notice appeared in The Border Mail newspaper on Wednesday 6 October, 2021. Section 420 of the Act requires that all submissions in respect of the audited Financial Statements must be in writing and must be lodged with Council within seven (7) days after the October 2021 Council Meeting. Copies of all submissions received must be referred to Council's Auditor. At the time of preparing this report no submissions had been received.

A copy of the Financial Statements and Auditor's Reports are **ENCLOSED SEPARATELY** for Councillors consideration. The Audit reports and financial statements have been forwarded to the Office of Local Government.

Council's external auditor, Mr Brad Bohun from Crowe will be in attendance at the Council Meeting to provide Councillors with a report on the conduct of the audit and the financial result for the year ending 30 June 2021.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

PRESENTATION OF 2020/2021 FINANCIAL STATEMENTS [CONT'D]

RECOMMENDATION

That:

1. In accordance with Section 419 (1) of the Local Government Act 1993, the audited Financial Statements and the Auditor's Reports for the year ended 30 June 2021 are hereby received and noted.
2. If applicable, a further report be presented to the November 2021 Council Meeting detailing any submissions received in respect of Council's audited Financial Statements.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

ENVIRONMENT AND PLANNING

1. **DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1
POLACK STREET JINDERA**
Report prepared by Building Surveyor – Adrian Gilby

REASON FOR REPORT

Council is in receipt of a development application for a shed (“proposed development”). The site is 1 Polack Street Jindera described as Lot 109 DP1267384 (“the subject land”). The applicant and the land owner is Charlie Williams.

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

Nil

DISCUSSION

An application has been received for the construction of a shed. The zoning is R2 and the development is permissible within this zone.

The proposed development is for the construction of a shed positioned in the rear yard behind the dwelling house and will be used for storage and vehicle parking. The proposed development meets the requirements of the Greater Hume Development Control Plan 2013 (“the DCP”) under the section for residential development except in relation to size.

The lot is a corner lot and the dwelling house and shed face Polack Street.

The owner plans to access the shed via the 3 roller doors facing Polack Street.

A submission has been received from a joint owner of 4 Polack Street, Jindera which is the property she resides at and is opposite (but not directly opposite) 1 Polack Street. The submission indicates clearly that the submitter does not object to the proposed development. The submission outlines concerns about the impact of the view from her house due to the size, orientation and location of the proposed shed.

The proposed development meets the following DCP requirements including context, streetscape impact, location, colour, setbacks, height and appearance.

The proposed shed is larger than the DCP requirement for gross floor area size being 168m². The DCP recommends 150m² in R2 zone. It is considered not to be out of character in the area and the R2 zone as other large sheds exist in the area and the lot is a 2267m² lot which can accommodate the minor increase in floor area.

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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1 POLACK STREET JINDERA [CONT'D]

The dwelling house opposite the subject lot is not directly opposite and offset by 15m. The view is from bedroom windows in a dwelling house across the street. The location is a suburban street. All outlooks and views encounter neighbours houses and or sheds.

The submission and its points have been addressed fully in the table below.

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 R2 Low density residential zone.

There are no affectations burdening the lot.

Development Control Plans

This development application is for the construction of a residential shed. The proposed development meets all the requirements of the DCP for residential development except for a minor exceedance in floor area.

- The proposed development is permissible.
- The proposed development aligns with the requirements of the development control plan.
- The proposed development will suit the existing scale, density, setbacks and character of the neighbourhood.
- 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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1 POLACK STREET JINDERA [CONT'D]

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. The proposed shed is on a corner lot facing the street frontage. The proposed development is consistent with the adjoining dwellings and appropriate for the site in regard to lot size, building form, materials and orientation. There will be no negative changes to the current site/property or the streetscape.
Noise	✓	Noise issues have not arisen yet and may not.
Access & parking	✓	The proposed shed is to be used for residential storage and parking of owners vehicles. A residential crossover permit will be required.
Roads & traffic	✓	No extra traffic.
Utilities	✓	Nil effect
Heritage	✓	Nil effect
Archaeology	N/A	-
Stormwater	1. ✓	Nil effect
Soils & erosion	✓	Nil effect
Flora & fauna	N/A	-
Flooding	N/A	-
Bushfire	N/A	-
Technological hazards	N/A	-
Safety, security & crime prevention	✓	Nil effect
Privacy	✓	Nil effect
Landscaping	✓	No impact on landscaping.
Overshadowing	✓	The proposed development will not cause any overshadowing.
Land resources	N/A	-

The suitability of the site for the development

The proposed development is for a shed in a residential neighbourhood. The proposed development meets all the requirements of the DCP for residential development except its size. The proposed development is considered suitable for the site.

Any submissions made in accordance with this Act or the Regulations

As mentioned a submission has been received (**ANNEXURE 1**) that raises concerns about the impact of the proposed shed on the neighbours view from a bedroom window from across the street.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1 POLACK STREET JINDERA [CONT'D]

The concerns are addressed in the table below:

<p>The impacts of the view from the neighbours residence located across the street.</p>	<p>No one owns a view. The view is not directly at the shed, it is offset (on an angle). The view is from bedroom windows, not a main living area or alfresco/entertaining area. It is a suburban neighbourhood, and all views contain neighbouring houses and/or sheds.</p>
<p>The size and orientation of the shed.</p>	<p>The proposed development meets the following DCP requirements including context, streetscape impact, location, colour, setbacks, height and appearance.</p> <p>The proposed shed is larger than the DCP requirement for gross floor area size being 168m². The DCP recommends 150m² in zone R2. It is considered not to be out of character in the area and the R2 zone, other large sheds exist in the area and the lot is a large 2267m² lot which can accommodate the minor increase in floor area.</p> <p>The DA assessment determined there will be no negative impacts from the proposed development.</p> <p>The shed could be rotated 90 degrees so a smaller portion of the shed faces Polack Street, however the owner does not want to do that as the shed has 3 roller doors which he plans to utilise for vehicle and trailer storage and access from Polack Street.</p>

The public interest

The question of 'public interest' within the context of Section 4.15. 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 no potential detriment to immediate adjoining neighbours that should result in a refusal of the application or additional conditions on the consent.

The general public benefit outweighs the general public detriment.

The view from the neighbour's house is not considered to be detrimentally impacted in context of the residential suburban setting.

BUDGET IMPLICATIONS

Nil.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1 POLACK STREET JINDERA [CONT'D]

CONCLUSION

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

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

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

RECOMMENDATION

Pursuant to Part 4 of the Environmental Planning & Assessment Act 1979 consent be granted for a shed at Lot 109 DP1267384 1 Polack Street Jindera subject to the following conditions of approval:

APPROVED PLANS

1 Compliance with Plans and Conditions

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

2 Time Period of Consent

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

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

PRIOR TO THE COMMENCEMENT OF ANY WORKS

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

3 Construction Certificate Required

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

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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1 POLACK STREET JINDERA [CONT'D]

4 Appointment of a Principal Certifying Authority

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

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

5 Notify Council of Intention to Commence Works

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

6 Erosion and Sedimentation Control

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

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

7 Toilet Facility

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

8 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.

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.

9 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.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1 POLACK STREET JINDERA [CONT'D]

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.

10 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.

11 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).

12 Use of Building

The building shall not be used for industrial or commercial purposes, any prohibited uses outlined in the Local Environmental Plan 2012 or human habitation without further consideration by Council.

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.

14 Stormwater Disposal

All stormwater shall be directed to the existing stormwater disposal system or alternatively to the stormwater connection point at the front north/western corner of the lot.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1 POLACK STREET JINDERA [CONT'D]

15 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.

16 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.

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.

- 17** 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).
- 18** 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.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.182 – SHED – LOT 109 DP1267384 – 1 POLACK STREET JINDERA [CONT'D]

- 19** 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.
- 20** 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.

- 21** 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.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

**2. DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61
DP1228759 109 CREEK STREET JINDERA**

Report prepared by Director Environment and Planning - Colin Kane

REASON FOR REPORT

Council is in receipt of a Development Application 10.2021.193.1 which is for a 2 lot subdivision at Lot 61 DP1228759 109 Creek Street Jindera. The applicant is Walpole Surveying Pty Ltd and owner is DW and JL Takle.

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

REFERENCE TO DELIVERY PLAN

None relevant.

DISCUSSION

Council received a development application dated 8 July 2021 which seeks approval for a 2 lot Torrens Title subdivision at Lot 61 DP1228759 109 Creek Street Jindera. The proposed allotments are denoted as Lot 612 and Lot 611.

Subject to final survey, the proposed lot sizes are as follows:

- Lot 612: 456m².
- Lot 611: 373.2m².

The subject land is located on the corner of Creek and Wood Street. The land is zoned RU5 under the GHLEP 2012. Council has already issued development consent for dual occupancy at the site, and construction of two (2) new dwellings has commenced. Access is available from both Wood Street and Creek Street and all essential services are available to the site.

ASSESSMENT

A development application containing proposed plans (**ANNEXURE 2**) is required to be assessed by Council against the following 'matters for consideration' listed in Section 4.15 of the EP&A Act.

The application was notified to adjacent landowners on 13 September 2021 for a period of fourteen (14) days and no submissions were received.

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

State Environmental Planning Policies

State Environmental Planning Policy 55 - Remediation of Land (SEPP55) requires Council to consider the potential for any land proposed for development to be contaminated. The site has been used for residential development upon it and there is nothing to suggest that it has been used for activities that may lead to site-specific contamination.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759
109 CREEK STREET JINDERA [CONT'D]

The Greater Hume Local Environmental Plan 2012 (“the GHLEP 2012”) is the principal environmental planning instrument applicable to the property. The subject land is zoned RU5 Village and the objectives of these zones are provided below:

Objectives of Village zone:

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

The proposal does not derogate from the objectives of these zones.

Clause 2.6 of the GHLEP 2012 is applicable and stipulates that development consent is required for this subdivision.

Clause 4.1 of the GHLEP 2012 stipulates that if development consent is required for subdivision of a lot (such as the subject land) that is shown on the Lot Size Map, then the size of any lot resulting from that subdivision is not to be less than the minimum size shown on the Lot Size Map. In this case both of the lots are beneath the minimum lot size which is 600m²

The objective of Clause 4.1 is “*to ensure land use and development is undertaken on appropriately sized parcels of land consistent with the objectives of the relevant zone*”. The applicant contends that Clause 4.6 of the GHLEP 2012 allows for consideration of lots less than the minimum lots size which is discussed later.

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

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

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

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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759
109 CREEK STREET JINDERA [CONT'D]

In response to subclause 3a and 3b the applicant indicates compliance with the 600 square metre minimum subdivision lot size development standard is unreasonable or unnecessary in this particular case because:

- Since the subject parcel is a corner lot, the proposed lots can be created with the entire frontage to the public streets (Wood Street and Creek Street) and therefore the subdivision will not result in any detrimental impacts to the neighbourhood character or amenity of the lot. It is also noted all services can be independently connected (water, electricity sewerage etc.) to the new lots. For these reasons it can be seen there is no need to create an unnecessary neighbourhood association/common property, which would result in ongoing costs to the owners (insurance and management) for the life of the title (be it community title or strata title).
- It is considered the minimum lot size requirement is more relevant to the new estate subdivisions and this subdivision is an infill development.
- The subdivision to freehold is further supported by the fact Council have approved two (2) new dwellings on the site and all required setbacks and private open space for compliance and energy ratings have been met (refer to current Development Consent 10.2018.54.1 for dual occupancy).
- We strongly encourage Council to approve this request to create a standard freehold lot, albeit slightly smaller than the required minimum lot size, as a superior nature of title using the Real Property Act.

In response to subclause 3b the applicant indicates that there is sufficient environmental planning grounds to justify contravening the minimum lot size standard as:

- We believe a freehold subdivision is in the best interests of the public because the development as a whole is consistent with the objectives of the zone and we seek a variation to the minimum lot size.

The proposed allotments are therefore not considered to be out of character with the pattern of residential allotments surrounding the subject site notwithstanding that it cannot satisfy the relevant development standard with regard to the minimum site area. The objectives of the development standard set out in the DCP seek to create lots with areas and dimensions suitable for the proposed use and to encourage lot design that will facilitate a high standard of subsequent development. The proposed allotments of 456m² and 373 m²satisfactory achieve these objectives.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759
109 CREEK STREET JINDERA [CONT'D]

In deciding to approve a variation under clause 4.6 the consent authority must consider sub clause 4 which indicates:

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

On consideration of sub clause 4 the applicant's written request adequately addresses matters in sub clause 3 and it is considered that the proposal does not derogate from the objective of Clauses 2.6, 4.1 and 4.6 and the RU5 zone. The requirement to grant concurrence of the Secretary in this instance has been delegated to Council (PS 20-002) and the matters to be considered by Council in assuming this delegation is provided in Clause 5 which is provided below:

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

The applicant's proposal to subdivide the subject land in itself will not raise any matter of significance for state or regional environmental planning. It is considered that the reduced lot sizes with a variances of 24% and 37.8% of the development standard will be acceptable.

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

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

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

It is anticipated that all services will be available.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759
109 CREEK STREET JINDERA [CONT'D]

Greater Hume Development Control Plan 2013

The Greater Hume Development Control Plan 2013 (“the DCP”) applies to all land within the Shire. Chapter 6 of the DCP relates to subdivision generally and sets out relevant considerations.

DEVELOPMENT STANDARD	COMMENT
<p>Staging</p> <p>1. Where staging of a subdivision is proposed, a staging plan must be submitted with the development application.</p> <p>2. Staging of subdivision should have regard to the existing and proposed provision of services and avoid staging development which would have negative impacts upon infrastructure provision and/or design.</p>	<p>No staging to occur.</p>
<p>Movement network</p> <p>1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. All development for subdivision must comply with the Council’s standards for road design.</p> <p>3. For lots fronting a main road, access shall be from a secondary road where the opportunity exists.</p> <p>4. All lots are to be provided with access to a public road. Easements for access will only be considered in extraordinary circumstances.</p> <p>5. Any upgrade or construction of a public road to provide access to a lot shall be at the applicant’s expense.</p>	<p>Council’s Engineers have assessed the application and provided their conditional approval.</p> <p>No roads will be created as part of this subdivision.</p> <p>Direct access to a public road will be provided to each allotment.</p> <p>N/A.</p>

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759
109 CREEK STREET JINDERA [CONT'D]

DEVELOPMENT STANDARD	COMMENT
<p>Lot design</p> <p>1. <i>Compliance with the Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards.</i></p> <p>2. Multi-lot subdivisions should provide for a range of lot sizes.</p> <p>3. Lots are to be provided with legal and practical public road access.</p> <p>4. Lots are to be designed to accommodate the type of development envisaged. Irregular shaped lots or lots too small will be regarded by Council as incompatible with objectives for this standard.</p> <p>5. For battle-axe allotments a minimum width of the access handle is to be 4.5m.</p> <p>6. Lots are to be able to contain a rectangular building envelope measuring 10 metres by 15 metres, suitable for the erection of a dwelling.</p> <p>7. Lots are to be designed to maximise solar access.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p> <p>N/A.</p> <p>All lots are provided with frontage to a public road.</p> <p>The size and configuration of the lots are adequate.</p> <p>N/A.</p> <p>N/A.</p> <p>N/A.</p>
<p>Infrastructure & services</p> <p>1. <i>Compliance with the Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards.</i></p> <p>2. Where a reticulated external potable water supply is provided, all lots shall be connected.</p> <p>3. Where a reticulated external sewerage system is provided, all lots shall be connected.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p> <p>Reticulated water is to be provided.</p> <p>Reticulated sewer is available and can be connected.</p>

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TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759
109 CREEK STREET JINDERA [CONT'D]

DEVELOPMENT STANDARD	COMMENT
<p>Hazards</p> <p>1. On land mapped as bushfire prone, compliance with the <i>NSW Rural Fire Service guide Planning for Bushfire Protection</i> (2006).</p> <p>2. On land considered by Council to potentially being subjected to flooding, an investigation of the land as to the flood risk and consideration of the <i>Floodplain Development Manual: the management of flood liable land</i> (2005).</p> <p>3. On land that is, or has previously been used for a potentially contaminating activity, an investigation of the land in accordance with the requirements of <i>State Environmental Planning Policy No.55 – Remediation of Land</i>. An investigation should be in accordance with the process detailed in the State Government's <i>Managing Land Contamination – Planning Guidelines SEPP55 Remediation of Land</i> (1998).</p>	<p>N/A.</p> <p>The land is effected by flooding. The dwellings will be built to an AHD level that is higher than the flood height.</p> <p>There is no evidence to suggest the lot is potentially contaminated and hence further investigation in this regard is not necessary.</p>
<p>Site management</p> <p>1. Compliance with the <i>Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards</i>.</p> <p>2. Compliance with <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga & Hume Councils</i>.</p>	<p>Council's Engineers have assessed the application and provided their conditional approval.</p> <p>No details were provided with the application in regards to soil and water management. Having regard for the characteristics of the lot and the low risk of erosion etc., it is acceptable that a condition be included on the consent to comply with these guidelines.</p>

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

**DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759
109 CREEK STREET JINDERA [CONT'D]**

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

ISSUE	ACCEPT- ABLE	COMMENT
Context & setting	✓	The adjacent land is zoned RU5. The proposed subdivision will be in keeping with the existing use of land in the locality.
Access & parking	✓	Existing.
Roads & traffic	✓	All lots have frontage to a public road and the traffic impacts from the subdivision will not result in an adverse outcome in terms of the road network.
Utilities	✓	Existing.
Heritage	✓	The lot is not a heritage place nor contains any heritage items.
Archaeology	✓	There are no known archaeological items on the lot. As disturbance of the site has already been incurred this issue is not a concern for the subdivision.
Stormwater	✓	With appropriate conditions of consent the subdivision itself will have no impact on stormwater.
Soils & erosion	✓	Any works associated with the subdivision will need to be undertaken in accordance with the <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga & Hume Councils</i> .
Flora & fauna	✓	The lot is cleared of native vegetation and hence the subdivision will have little impact on flora and fauna.
Flooding	✓	Development Consent 10.2018.54.1 requires that the two units should be constructed to a finished floor height.
Bushfire	N/A	
Technological hazards	N/A	-
Safety, security & crime prevention	N/A	-
Privacy	✓	
Landscaping	N/A	-
Overshadowing	N/A	-
Land resources	N/A	-

4.15(1)(c) The suitability of the site for the development

The site is suitable for the subdivision despite variances of 24% and 37.8% for each of the allotments from the minimum lot size requirement of the RU5 zone.

4.15(1)(d) Any submissions made in accordance with this Act or the regulations

No submission has been received to the notification of the proposed subdivision.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759
109 CREEK STREET JINDERA [CONT'D]

4.15(1)(e) The public interest

Although both of the proposed lots are inconsistent with the minimum lots size for the RU5 zoning this subdivision undertaken in accordance with the applicable requirement of the Greater Hume Local Environment Plan 2012, is not against the public interest.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

1. Approve the application, subject to conditions;
2. Defer the application for further information or redesign; or
3. Refuse the application.

To approve the application Council must assume the concurrence of the Secretary of Department of Planning and Infrastructure and so must be satisfied that the requirements of Clause 4.6 of the GHLEP have been met.

If Council is willing to assume the concurrence of the Secretary of the Department of Planning and Infrastructure then there is no impediment to Council approving this development application.

RECOMMENDATION

Pursuant to Sections 4.16 and 4.17 of the Environmental Planning & Assessment Act 1979 consent be granted for a two lot subdivision of Lot 61 DP1228759 109 Creek Street Jindera subject to the following conditions of approval:

1. The development is to be carried out generally in accordance with the approved plan (inclusive of amendments made in red ink) and accompanying report endorsed DA10.2021.193.1 except where amended by any conditions of this consent.
2. Prior to the issue of a Subdivision Certificate for any lot the applicant shall provide to Council for approval:
 - a. Written advice from Essential Energy and Telstra indicating that electricity and telecommunications is connected to each lot.
3. Prior to the issue of a Subdivision Certificate for any lot the applicant shall undertake the following works in accordance with Councils specifications and at the applicant's expense:
 - a. Proposed Lot 611 to be connected to the Jindera Sewer Scheme at the developers cost. Sewer main design and survey to be prepared for new development. An easement benefiting Council is to be provided over the sewer main crossing Proposed Lot 612.
 - b. New driveway crossovers (x2) to be constructed to 'joining of residential crossing onto existing drive invert' Council Specification.

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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.193.1 – 2 LOT SUBDIVISION - LOT 61 DP1228759
109 CREEK STREET JINDERA [CONT'D]

4. All easements necessary to ensure the supply of services and access shall be provided.
5. No trees shall be removed from this land as a result of the subdivision without the written permission of Council.
6. Any works associated with this development shall be undertaken in accordance with Council's Soil and Water Management Guidelines for Subdivisions.
7. Written notice shall be given to Council seven (7) days prior to the commencement of any works associated with the subdivision.
8. This consent shall lapse if the development hereby permitted is not physically commenced within five (5) years of the date of consent.
9. During construction, work must be conducted in a manner so as not to be injurious to health and amenity by reason of noise, vibrations, smells, dust, stormwater runoff, sediment loss, placement of building materials and wastes, rubbish, footway interference, traffic generated, hours of operation and the like.
10. **Aboriginal Heritage**
In the event an item of archaeological significance is revealed during any works then work is cease and the existence of the artefact and its location is to be reported to the Office of Environment and Heritage.
11. Subdivision Certificate will only be issued upon completion of "Application for Subdivision Certificate" (to be lodged on NSW Planning Portal) and payment of the fee applicable when the subdivision certificate is issued.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

3. DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95 WOOD STREET JINDERA

Report by Director Environment and Planning –Mr Colin Kane

REASON FOR REPORT

Council has received a development application from P Curran to place a coffee van at Lot 91 DP612700, 95 Wood Street Jindera

This application is being forwarded to Council for determination because in relation to Council's Development Control Plan (DCP) 2013 there are departures from the requirements. The departure from the DCP relate to objectives and standards in chapter 4 Commercial Development and chapter 5 Township Structure Plans. In addition, a submission objecting to the development has been received.

REFERENCE TO DELIVERY PLAN

None relevant.

DISCUSSION

The proposal involves the use of food van to sell coffee at 95 Wood Street Jindera. This location is a wide residential street that runs in a north/south direction on the western side of Urana Street. Following is an aerial image of the location:

From the aerial image it can be observed that the location is at the end of a cul-de-sac, there is a town house development to the south, a residence to the north and a small park at the end of the cul-de-sac.



**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

Prior to the receipt of the development application Council staff were made aware that the applicant was using this location to sell food from a food van which was parked on the driveway facing on to Wood Street.

Council staff investigated this matter and determined that the use of the location for a food van was exempt development under the provision of Subdivision 27A Mobile Food and Drink Outlets-State Environment Planning Policy Exempt and Complying Development 2008, the provision of the Subdivision are as follows:

2.54A Specified development

The carrying out of the retail sale of food, drinks and related products on land from a mobile outlet such as a food truck, van, cart or other similar vehicle is development specified for this code.

2.54B Development standards

The standards specified for that development are that the development must—

- (a) have the consent of the owner of the land on which the development is carried out or, if a council or public authority has the control and management of the land, the consent, in writing, of the council or public authority, and
- (b) not restrict any vehicular or pedestrian access to or from the land or entry to any building on the land, and
- (c) not obstruct the operation of, or access to, any utility services on the land or on adjacent land, and
- (d) not be located within the canopy of, or result in damage to, any tree growing on the land or on adjacent land, and
- (e) not result in any damage to public property on the land or on adjacent land, and
- (f) if carried out on land within or immediately adjacent to a residential zone—only be carried out between 7.00 am and 7.00 pm on any day, and
- (g) if located on a public place—have any approval required under section 68 of the *Local Government Act 1993*, and
- (h) if located on private land—be limited to 1 development on that land and not contravene any conditions of a development consent for any other use carried out on the land.

Note — A registrable vehicle within the meaning of the *Road Transport (Vehicle Registration) Regulation 2007*, or a cart, bicycle cart or the like must operate in accordance with the *Guidelines for mobile food vending vehicles* (NSW/FA/F1055/1302) published by the NSW Food Authority in February 2013, and any requirements of the *Food Act 2003*.

In deciding that the food van was permissible the author sought a legal opinion and contacted the Department of Planning Industry and Environment.

The reason the applicant is seeking Council's development consent is the above restriction that exempt development is limited to one development on that land. The applicant is seeking to place the coffee van adjacent to the existing van to make an L shape, refer to **ANNEXURE 3** for complete details of the development proposal.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

Although the original food van is exempt development, the second food van is subject to a development application and is assessed against the provision of the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2000, Greater Hume Local Environment Plan 2012 (“the GHLEP 2012”) and the Greater Hume Development Control Plan (DCP) 2013.

ASSESSMENT

A development application containing proposed plans (**ANNEXURE 3**) is required to be assessed by Council against the following ‘matters for consideration’ listed in Section 4.15 of the EP&A Act.

The application was notified to adjacent landowners on 15 September 2021 for a period of fourteen (14) days and a submission has been received.

4.15(1)(a) The provisions of any current or draft environmental planning instrument, development control plan, or matters prescribed by the regulations

The Greater Hume Local Environmental Plan 2012 (“the GHLEP 2012”) is the principal environmental planning instrument applicable to the property. The subject land is zoned RU5 Village and the objectives of these zones are provided below:

Objectives of Village zone:

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

The proposal does not derogate from the first the objective of the zone however it does have the potential to derogate from the second objective which is the protection of amenity of residents. There is no way of knowing how successful this business may be and how patrons will behave whilst utilising this business, large numbers of patrons may well reduce the amenity of others in this residential area through traffic impacts such as parking and noise.

The proposed development is characterised as a *Commercial Premises*. The GHLEP 2012 defines the land use as follows:

- commercial premises** means any of the following—
- (a) business premises,
 - (b) office premises,
 - (c) retail premises.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

A retail premises is further defined as follows:

retail premises means a building or place used for the purpose of selling items by retail, or hiring or displaying items for the purpose of selling them or hiring them out, whether the items are goods or materials (or whether also sold by wholesale), and includes any of the following—

- (a) (Repealed)
- (b) cellar door premises,
- (c) food and drink premises,
- (d) garden centres,
- (e) hardware and building supplies,
- (f) kiosks,
- (g) landscaping material supplies,
- (h) markets,
- (i) plant nurseries,
- (j) roadside stalls,
- (k) rural supplies,
- (l) shops,
- (la) specialised retail premises,
- (m) timber yards,
- (n) vehicle sales or hire premises,

but does not include highway service centres, service stations, industrial retail outlets or restricted premises.

Note retail premises are a type of **commercial premises**—see the definition of that term in this Dictionary.

The proposal could be considered to be either a Food and Drink Premises or a Kiosk and so the use is permissible in the zoning

The Provisions of any Draft Environmental Planning Instrument that is or has been placed on Public Exhibition

Nil.

Development Control Plan

The Greater Hume DCP 2013 applies to the land. Following is an assessment of the proposal against the objectives or standards from Chapter 4-Commercial Development. Also it will be shown that the proposal does not align with the town structure plans contained in Chapter 5 of the DCP.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

Commercial Development:

STANDARD OR OBJECTIVE	ACCEPTABLE	COMMENT
<p>4.1 Location</p> <p>1. New commercial activities (including retail and office) to be located within the existing commercial centres and those centres identified within the adopted structure plans for each town or village.</p> <p>2. Small businesses which principally service local neighbourhoods may be located outside of town centres where it is demonstrated that such services are necessary and appropriate.</p> <p>3. Commercial activities are encouraged in areas accessible to residents and visitors.</p>	<p>Not as per DCP</p>	<p>The proposal is inconsistent with the requirement that commercial activities be located within an existing commercial centres. The area is a residential area that is located nearby the commercial area of Jindera where similar food and drink premises are already located.</p> <p>It has not been demonstrated that the service of food and drinks in this location is either necessary or appropriate.</p>

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

STANDARD OR OBJECTIVE	ACCEPTABLE	COMMENT
<p>4.2 Appearance and Design Standards</p> <p>1. Shopfronts are to be designed to be inviting and active at street level.</p> <p>2. Building facades facing the street are to contribute to the 'main street' commercial character of town centres.</p> <p>3. Large expanse of blank or flat walls along a street frontage will be considered as incompatible with the objectives of these controls.</p> <p>4. Car parking areas and access should be located behind the building frontage wherever possible.</p> <p>5. Development is designed having regard to safety and where possible implements measure for Crime Prevention Through Environment Design.</p>	<p>Not as per DCP</p>	<p>The appearance and design of the proposal is not consistent with the streetscape of Wood Street which is a residential street. There is the potential that the attraction of large numbers of people to the street could have an impact on crime.</p>

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

STANDARD OR OBJECTIVE	ACCEPTABLE	COMMENT
<p>4.3 Landscaping</p> <p>1. Developments that are set back from the street frontage shall incorporate appropriate landscaping with the front setback that enhances the visual quality and character of the street.</p> <p>2. On-site car parking areas in excess of 10 spaces are to be provided with appropriate internal landscaping.</p>	Yes	No landscaping is proposed.
<p>4.4 Heritage</p> <p>Developments adjoining and in the vicinity of a heritage item are to be designed to complement rather than detract or dominate.</p>	Yes	There would be no impact on heritage items in the vicinity of the proposed development.
<p>5.5 Signage</p> <p>1. Signage to be kept to a minimum and appropriate for the type of commercial activity being undertaken.</p> <p>2. Signage to be of a scale in proportion of the building (i.e. must not to dominate the building facade or street frontage).</p> <p>3. Signage not to be a hazard for pedestrians or motorists.</p> <p>4. Moving and/or flashing signs are to be avoided.</p>	Yes	The only signage mentioned is upon the food carts. There could be a condition of consent imposed to prevent the businesses signs being placed in a public space.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

STANDARD OR OBJECTIVE	ACCEPTABLE	COMMENT
<p>5.6 Parking To match the supply of car parking with the demand likely to be generated by customers and employees.</p> <p>To ensure off-street car parking and manoeuvring areas are constructed to a high standard.</p> <p>Minimisation of the visual impact of large areas of car park.</p> <p>Buffer between car parks and adjoining property. Safe car parks (particularly at night).</p> <p>Pedestrian and vehicular movement through commercial areas in a functional, safe and integrated fashion.</p> <p>To ensure adequate and safe loading/unloading facilities are provided to cater for proposed developments</p>	<p>Not as per DCP</p>	<p>Only street parking is proposed to be provided. Wood Street has a very wide alignment and some customer cars could easily be parked on the street without causing undue impacts. It is not unusual for home businesses to impact upon parking in residential areas.</p> <p>It is not known what deliveries will be made at the premises.</p>

5 Township Structure Plans:

This chapter of the DCP relates to the role of township structure plans in guiding the location of types of land uses and development within the zoned urban areas of the Shire. Such guidance is necessary because of the use of one broad-based zone in the GHLEP (the RU5 Village zone) across much of the townships.

It can be seen that the structure plan for Jindera shows Wood Street to be for residential purposes (**ANNEXURE 3**).

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

12 Developer Contributions Plan:

There is no contribution required pursuant to Council's Contributions Plan.

4.15(1)(b) The Likely Impacts of that Development, Including Environmental Impacts on Both the Natural and Built Environments, and Social and Economic Impacts in the Locality

ISSUE	ACCEPTABLE	COMMENT
Context & setting	x	It is considered that the context and setting for this proposed development is not suitable. The area is a residential area where the preservation of amenity for nearby residents is essential.
Access & parking Roads & traffic	✓	Access and parking is available. Although if the business is successfully able to attract large numbers of people then access and parking would become an issue for others that reside in Wood Street.
Utilities	✓	All required utilities are available
Heritage	N/A	None.
Stormwater	✓	No issues no additional stormwater will be generated by the development.
Soils & erosion	✓	No impacts foreseen.
Flora & fauna	✓	No impacts foreseen.
Flooding	✓	No impacts foreseen.
Bushfire	✓	None
Technological hazards	N/A	None.
Safety, security crime prevention	x	Additional people will be drawn to this residential street. There is a likelihood that the additional people may result in increased crime and a reduction in safety for other residents of Wood Street.
Privacy	x	Wood Street will become a busier street. There would be a reduction in privacy for residents
Landscaping	✓	No issues foreseen.
Overshadowing	N/A	None.
Land resources	✓	There are no resources known to exist on the land.
Social/Economic	x	The development provides another business/economic activity which people can utilise and may be available when other options are closed. The development could reduce amenity for residents of Wood Street.

4.15(1)(c) The Suitability of the Site for Development

It is considered that this site is unsuitable for this type of development. The prevailing land use is residential and the protection of the amenity for nearby residents should be pursued. The business will draw people to Wood Street and it is foreseeable that there would be an increase in noise due to additional traffic drawn to the street and the noise of patrons.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

4.15(1)(d) Any submissions made in accordance with this Act or the regulations

Adjoining landowners were notified of the proposal in writing and a submission was received objecting to the application (**ANNEXURE 3**). The applicant provided a response to the submission. The issues raised from the submission is summarised and responded to in Table 1:

TABLE 1

ISSUE	RESPONSE
1. Overlooking from neighbouring property	The submitter indicates that she can see the existing food van from her front doors and bedroom window. There would be many instances where overlooking occurs from residential property in to commercial development.
2. Increased parking on nearby streets making leaving from residential development harder	This is a foreseeable outcome and discussed further above.
3. Potential for loss of amenity.	Discussed above and acknowledged as a possible outcome.
4. Potentially better locations for setting up the mobile food vans	Agreed the chosen location is not considered to be suitable.
5. Don't set precedent for similar businesses in residential areas	Agreed although the existing food van can continue to operate in this location under the provisions of Subdivision 27A Mobile Food and Drink Outlets-State Environment Planning Policy Exempt and Complying Development 2008

4.15(1)(e) The Public Interest

The proposal is most likely in conflict with the aims of Council's Local Environmental Plan and Council's Development Control Plan which endeavours to protect residential areas whilst encouraging commercial development to be undertaken in or adjacent to existing commercial areas. The development is not considered to be in the public's interest as the potential to reduce amenity for nearby residents exists and the service proposed to be provided are available in nearby commercial areas.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

1. Approve the application, subject to conditions;
2. Defer the application for further information or redesign; or
3. Refuse the application.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DEVELOPMENT APPLICATION 10.2021.197.1 – COFFEE VAN – LOT 91 DP612700 – 95
WOOD STREET JINDERA [CONT'D]

In summary, the proposal does not satisfy the objectives of the Greater Hume Local Environmental Plan 2012 and the Greater Hume Development Control Plan 2013. The site is considered to be unsuitable due to potential for a reduction in amenity for nearby residents. It should be noted that the existing use at the site with one food van operating can remain due to the provisions of Subdivision 27A Mobile Food and Drink Outlets-State Environment Planning Policy Exempt and Complying Development 2008.

RECOMMENDATION

Pursuant to Section 4.16 of the Environmental Planning and Assessment Act 1979 Council refuse development application 10.2021.197.1 for the location and operation of a coffee van at Lot 91 DP612700 95 Wood Street Jindera for the following reasons:

1. Under Section 4.15(1)(a)(i) of the Environmental Planning and Assessment Act 1979 (hereafter EP&A Act) the proposal does not satisfy the objectives for the RU5 Village Zone in the Greater Hume Local Environmental Plan 2012 because is not considered to protect the amenity of the neighbours.
2. Under Section 4.15(1)(a)(iii) of the EP&A Act the proposal does not satisfy the objectives and standards of the Greater Hume Development Control Plan, 2013 in relation to:
 - a. Location.
 - b. Appearance and Design.
 - c. Parking.
 - d. Township Structure Plans.
3. Under Section 4.15(1)(c) of the EP&A Act the proposal is not proposed to be located on a site that is suitable.
4. Under Section 4.15(1)(e) of the EP&A Act the proposal is not considered to be in the public interest.
5. The development is contrary to the objectives of the EP&A Act in that it will not result in an orderly planning outcome.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

GOVERNANCE

1. LOCAL GOVERNMENT ELECTIONS – CONSTITUTIONAL REFERENDUM

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To resubmit the report for Council to consider not proceeding with the constitutional referendum in the event that one or more Wards are uncontested at the upcoming local government elections on 4 December 2021.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil.

DISCUSSION

The following report was submitted to the September Council meeting for Councillors to consider not proceeding with the constitutional referendum in the event that one or more Wards are uncontested at the upcoming local government elections.

As Councillors are aware 2020 and 2021 have been very challenging for our communities with multiple lockdowns and border closures and it is unclear whether this will have an impact on the number of candidates at the 2021 Local Government Elections scheduled for 4 December.

It is possible that the number of candidates could be lower than in previous elections possibly leading to one or more Wards being uncontested. If this scenario was to play out it calls into question the legitimacy of Council's proposed Constitutional Referendum on whether the Council should continue to be divided into Wards.

As Councillors are aware the Author recently sought clarification from the NSW Electoral Commission as to whether the Constitutional Referendum could be dispensed with should one or more Wards be uncontested.

The response from the NSW Electoral Commission is included below:

The answer is 'Yes'. The NSW Electoral Commission would ask councils to provide a resolution to that effect before the election, so that upon close of nominations, if one or more wards were uncontested, we would already have the information we need to proceed with the remainder of the election.

The Author is of the view that if a Ward was uncontested it is possible that voter turnout could be significantly lower for the Constitutional Referendum which calls not question the legitimacy of the result regardless of the outcome. Further if electors did not present to vote on the Constitutional Referendum in Wards where they was no election being held; they would still receive 'a show cause why they should not be fined letter' from the NSW Electoral Commission.

In the circumstances Council may choose to resolve to dispense with the Constitutional Referendum should one or more Wards be uncontested.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

LOCAL GOVERNMENT ELECTIONS – CONSTITUTIONAL REFERENDUM [CONT'D]

BUDGET IMPLICATIONS

Council has included funding for the 2021 Local Government elections and Constitutional Referendum in the 2021/2022 Budget. Having an uncontested Ward and/or dispensing with the Constitutional Referendum would result in a minor cost saving.

CONCLUSION

As Councillors are aware 2020 and 2021 have been very challenging for our communities with multiple lockdowns and border closures and it is unclear whether this will have an impact on the number of candidates at the 2021 Local Government Elections scheduled for 4 December.

It is possible that the number of candidates could be lower than in previous elections possibly leading to one or more Wards being uncontested. If this scenario was to play out it calls into question the legitimacy of Council's proposed Constitutional Referendum on whether the Council should continue to be divided into Wards.

RECOMMENDATION

That Council advise the NSW Electoral Commission that in the event of one or more Wards being uncontested at 2021 Local Government Elections that the Constitutional Referendum on whether the Council should continue to divided into Wards be withdrawn.

At the September meeting the following was resolved:

That a further report on the matter be presented to the October meeting

This was to allow the Author the opportunity to clarify the last date in which Council could advise the NSW Electoral Commission whether to proceed or dispense with the Constitutional Referendum.

Clarification on the matter was sought from the NSW Electoral Commission. The email correspondence below from NSW Electoral Commission advises that if Council's desire is to not proceed with the Constitutional Referendum if one or more Wards are uncontested, it must advise the NSW Electoral Commission no later than 12 noon on 25 October 2021. Note that nomination of Councillor candidates do not close until Wednesday 3 November 2021.

In the circumstances it would appear that Council has two options:

1. Proceed with the Constitutional Referendum regardless of whether one or more Wards are uncontested or
2. Advise the NSW Electoral Commission that in the event of one or more Wards being uncontested at 2021 Local Government Elections that the Constitutional Referendum on whether the Council should continue to divided into Wards be withdrawn.

Given that Council must advise the NSW Electoral Commission of any changed arrangements by 25 October 2021 it would be appropriate for Council to consider the matter at this meeting.

BUDGET IMPLICATIONS

Council has included funding for the 2021 Local Government elections and Constitutional Referendum in the 2021/2022 Budget. Having an uncontested Ward and/or dispensing with the Constitutional Referendum would result in a minor cost saving.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

LOCAL GOVERNMENT ELECTIONS – CONSTITUTIONAL REFERENDUM [CONT'D]

CONCLUSION

As Councillors are aware 2020 and 2021 have been very challenging for our communities with multiple lockdowns and border closures and it is unclear whether this will have an impact on the number of candidates at the 2021 Local Government Elections scheduled for 4 December.

It is possible that the number of candidates could be lower than in previous elections possibly leading to one or more Wards being uncontested. If this scenario was to play out it calls into question the legitimacy of Council's proposed Constitutional Referendum on whether the Council should continue to be divided into Wards.

RECOMMENDATION

That Council advise the NSW Electoral Commission that in the event of one or more Wards being uncontested at 2021 Local Government Elections that the Constitutional Referendum on whether the Council should continue to be divided into Wards be withdrawn.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

2. HENTY SPORTSGROUND FUNCTION ROOM – EXTENSIONS AND REFURBISHMENT

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To update Councillors on the planning for the Henty Sportsground Function Room – Extensions and Refurbishment Project.

REFERENCE TO DELIVERY PLAN ACTIONS

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

DISCUSSION

Since the report to the September Council meeting building plans have been refined to ensure compliance with building standards and Council has engaged Building Services Group to assess options for the provision of fire services.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

**HENTY SPORTSGROUND FUNCTION ROOM – EXTENSIONS AND REFURBISHMENT
[CONT'D]**

Based on information provided to the September Council meeting the estimated project cost has been revised and included in the Table below.

Project element	Total cost (excl. GST)	Comments
Projects costs included in application		
Project Management	\$ 37,500	
Finalise of design plans	\$ 10,000	
Council approvals	\$ 8,106	
Earthworks	\$ 5,000	
Building component	\$ 677,273	Quotation provided by local builder March 2020 and grant application lodged June 2020. Funding announced March 2021
Contingency (approx 15%)	\$ 99,193	
Additional costs likely to be incurred		
Installation of presseure sewer line	\$ 102,630	Refer September Council report
Fire services (upgrade of main or tanks and pumps)	\$ 120,000	Estimate
Building cost escalation since March 2020	\$ 100,000	Approximately 15% in addition contingency
Total	\$ 1,159,702	
Funded by		
Sportsground Stimulus Fund	\$ 409,091	
Henty Community Financial Services	\$ 300,000	
NSW AFL	\$ 75,000	Similar to Holbrook full amount unlikely to be received.
Greater Hume Council	\$ 5,481	Council DA&CC Fees
User group contribution	\$ 47,500	
Total	\$ 837,072	
Estimated unfunded project costs	\$ 322,630	

The time between the Builders quotation being received, the funding application being lodged and funding being announced was a period of almost 12 months and during that time building materials and labour costs have risen considerably.

Council has two options:

1. Commit to the project and earmark \$300,000 from the Local Roads and Community Infrastructure Fund to the project or
2. Abandon the project and forgo over \$700,000 in funding already obtained for the project.

Currently it is an ideal climate to complete some of these much needed community projects with the availability of stimulus funding. Accordingly it is the Author's view that Council should approve the project proceeding and allocate \$300,000 (of \$2,588,380) from the Round 3 of the Local Roads and Community Infrastructure Fund.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

HENTY SPORTSGROUND FUNCTION ROOM – EXTENSIONS AND REFURBISHMENT
[CONT'D]

BUDGET

Based on information to hand it is very possible that further funding of at least \$300,000 could be required to ameliorate cost escalations, accessibility issues, sewerage disposal and fire safety measures.

CONCLUSION

As advised previously the Henty Sportsground Management Committee have been successful in obtaining funding of over \$700,000 through the NSW State Governments Showground Stimulus Fund and Henty Community Financial Services. Since the report to the September Council meeting building plans have been refined to ensure compliance with building standards and Council has engaged Building Services Group to assess options for the provision of fire services.

1. Commit to the project and earmark \$300,000 from the Local Roads and Community Infrastructure Fund to the project or
2. Abandon the project and forgo over \$700,000 in funding already obtained for the project.

Currently it is an ideal climate to complete some of these much needed community projects with the availability of stimulus funding. Accordingly it is the Author's view that Council should approve the project proceeding and allocate \$300,000 (of \$2,588,380) from the Round 3 of the Local Roads and Community Infrastructure Fund.

RECOMMENDATION

That Council commit to the project and earmark \$300,000 from Round 3 of the Local Roads and Community Infrastructure Fund to the project.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

3. BURRUMBUTTOCK RECREATION RESERVE – PROPOSED MULTI PURPOSE COMMUNITY CENTRE

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider a proposal from the Burrumbuttock Recreation Reserve Management Committee to construct a multi-purpose community centre to replace the ageing and outdated Recreation Reserve Clubrooms.

REFERENCE TO DELIVERY PLAN ACTIONS

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

DISCUSSION

For the last two years the Burrumbuttock Recreation Reserve Committee have been developing plans to construct a new multi-purpose community centre to replace the ageing facilities at the Recreation Reserve. During that time the Committee have developed plans for the facility and also had a quantity surveyor (August 2020) provide a costing for the development.

The current Clubrooms are old army huts that were relocated to the Recreation Reserve in the 1970's and then bricked in 1979. The only other change since that time was the extension of the verandah in 2015.

The existing facilities are in poor condition and currently there are no facilities for after football/netball game functions or other community events. After games function are held outside, under the verandah which is far from satisfactory for winter sport.

The proposed facility consists of the following:

- Function room, kitchen and bar – 352.7 sqm.
- Male and female change rooms – 273.8 sqm.
- Semi-detached toilets – 51.8sqm.
- Verandah – 336sqm.

A copy of the preliminary plans are included as **ANNEXURE 4**.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

**BURRUMBUTTOCK RECREATION RESERVE – PROPOSED MULTI PURPOSE
COMMUNITY CENTRE [CONT'D]**

The Table below outlines an estimate of the project along with proposed project funding.

Item / Activity / Task	Total Cost \$	Comments
Grant Application Preparation	\$0.00	
Engineering drawings	\$15,000.00	
Project Design, Architectural drawings	\$50,000.00	
Preliminaries & Margin	\$225,000.00	Building estimates require review
Site Preparation	\$19,728.00	
Demolition	\$20,000.00	
Substructure	\$174,296.00	
Carpentry	\$30,600.00	
Fixtures & Fittings	\$206,878.00	
Floor, Wall & ceiling finishes	\$185,683.00	
Joinery & Fitments	\$48,050.00	
Kitchen & Bar Equipment	\$62,000.00	
Fire Protection	\$11,538.00	
Structures - Columns, Roofing & External Walls	\$407,231.00	
Hydraulic, Electrical & Mechanical Services	\$351,775.00	
Disposal & clean-up of building site	\$0.00	
Contingency	\$96,000.00	
Upgrade water supply for fire services	\$20,000.00	
Sewerage pumping station and connection	\$42,000.00	
Total estimated project costs	\$1,965,779.00	
Funded by		
Regional Sports Facilities Fund, Building Better Regions or similar	\$ 1,000,000.00	
Sporting Club contributions	\$ 80,000.00	
Local Roads and Community Infrastructure Fund	\$ 300,000.00	Have also applied for SCCF Round 3
Beneficiary of Estate	\$ 547,000.00	Conservative estimate
Rec Ground Contribution	\$ 38,779.00	
Total proposed project funding	\$ 1,965,779.00	

The project has the potential to be staged with the semi-detached toilet being Stage 1 and function room, catering facilities and change rooms stage 2 if the entire project cannot be funded simultaneously. The Committee has already submitted funding applications for the semi-detached toilet and will continue to do so in the short to medium term.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

**BURRUMBUTTOCK RECREATION RESERVE – PROPOSED MULTI PURPOSE
COMMUNITY CENTRE [CONT'D]**

The following is an extract from the Australian Government's Department of Infrastructure, Transport, Regional Development and Communication website regarding the Local Roads and Community Infrastructure (LRCI) Program.

From 1 January 2022, councils will be able to access funding through LRCI Program Phase 3, with projects under the Program to be delivered by 30 June 2023.

The increased funding available under LRCI Program Phase 3, as well as a longer delivery window, will allow for local governments to pursue larger, more complex projects that may be a higher priority and have a bigger impact on the community.

This project fits the intent of the LRCI program and if nominated to receive funding through the program it would give the Committee confidence to vigorously pursue Australian and State Government funding opportunities during the current enhanced funding climate.

It is important to note that projects funded under the LRCI Program must be completed by 30 June 2023. Therefore, if funding for the entire project cannot be secured by the end of 2022 Council would be required to seek a variation to complete the semi-detached toilet or reallocate the funds to an alternate project.

It is not anticipated that Council would be required to commit funds over and above the Local Roads and Community Infrastructure program funds.

It is the Author's view that the Burrumbuttock Recreation Reserve Committee should be complimented on the extensive work undertaken to date on this exciting project for the community.

BUDGET

It is not intended that Council will contribute directly to the project over and above funding provided through the LRCI program.

CONCLUSION

For the last two years the Burrumbuttock Recreation Reserve Committee have been developing plans to construct a new multi-purpose community centre to replace the ageing facilities at the Recreation Reserve. During that time the Committee have developed Plans for the facility and also had a quantity surveyor (August 2020) provide a costing for the development.

The project has the potential to be staged with the semi-detached toilet being Stage 1 and function room, catering facilities and change rooms stage 2 if the entire project cannot be funded simultaneously. The Committee has already submitted funding applications for the semi-detached toilet and will continue to do so in the short to medium term.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

**BURRUMBUTTOCK RECREATION RESERVE – PROPOSED MULTI PURPOSE
COMMUNITY CENTRE [CONT'D]**

This projects fits the intent of the LRCI program and if Council nominated this project to receive funding through the program it would give the Committee confidence to vigorously pursue Australian and State Government funding opportunities during the current enhanced funding climate.

It is not anticipated that Council would be required to commit funds over and above the Local Roads and Community Infrastructure program funds.

RECOMMENDATION

1. Council endorse the Burrumbuttock Recreation Reserve Committee's Multi Purpose Community Centre Project.
2. Nominally allocate \$300,000 from Round 3 of the Local Roads and Community Infrastructure Program to the Project
3. Council monitors the Committee's success in obtaining further funding for the project.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

**4. JINDERA INDUSTRIAL ESTATE – STAGE 3
Report by General Manager – Steven Pinnuck**

REASON FOR REPORT

For Council to approve Consultants to prepare detailed plans for the construction of Stage 3 of the Jindera Industrial Estate including construction supervision of 20 lots.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective	We are revitalising our communities, welcoming visitors, growing our economy and promoting the lifestyle, culture and heritage offered in our communities
Outcome 3.1	We have prosperous and diverse local businesses and a growing economy

DISCUSSION

Councillors recently set the pricing structure for a small seven lot subdivision at the Jindera Industrial Estate that utilised remaining land from the initial Jarick Way subdivision and created two link roads to the proposed stage 3 development.

The seven Lots are now under offer and expected to complete when the subdivision is finalised in the coming months. A waiting list of prospective purchasers is being maintained with strong demand still being experienced.

Earlier this year Council distributed a Request for Quotation (RFQ) for suitably qualified and experienced Consultants to prepare an overall development plan including:

- Plan of long term Lot/road layout over the full extent of the subject land.
- Plan showing sewer and stormwater coverage and outfall over full extent of the subject land and to the south of Hawthorn Road (i.e.: outside the subject land).
- Design of Hawthorn Rd (1000m) including the intersections with Urana Rd (full turning lanes required).
- Hawthorn Rd floodway.
- Suitable culverts under Hawthorn Rd to direct stormwater into the existing floodways' situated on the east and west of the subject land.
- Lot layout and sizes.
- Watermain extensions.
- Gravity sewer mains layout including a preliminary assessment of the depth of pump station to achieve site coverage if required.
- Liaising with the relevant authorities for all other services including overhead/underground power and telecommunication if required.

A copy of the RFQ is included as **ANNEXURE 5** for Councillors information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

JINDERA INDUSTRIAL ESTATE – STAGE 3 [CONT'D]

Council has gained significant insight into the size of lots required which will be incorporated in the planning for Stage 3 and future stages.

At the time, quotations were received from SJE Consulting and EDM Group. SJE Consulting worked with Council on the initial Jarick Way subdivision, whilst EDM Group are currently working with Council on the development of the Culcairn Residential Estate. Both are equally qualified and experienced to undertake the project.

Council met with both Consultants on 21 and 22 September to confirm quotations and ensure that the scope of works was clear and the following quotations have been received.

SJE Consulting	\$96,700 exc. GST
EDM Group	\$107,700 exc. GST

Both Consultants have indicated a project timeline of approximately 15 months from the Award of the Contract to the completion of construction. Accordingly it is recommended that the quotation from SJE Consulting be accepted.

BUDGET IMPLICATIONS

It is proposed that the consultancy will be funded from Land Development Reserve which had in excess of \$1M as at 30 June 2021.

CONCLUSION

Earlier this year Council distributed a Request for Quotation (RFQ) from suitably qualified and experienced Consultants to prepare an overall development plan.

At the time quotations were received from SJE Consulting and EDM Group. SJE Consulting worked with Council on the initial Jarick Way subdivision whilst EDM Group are working with Council on the development of the Culcairn Residential Estate. Both are equally qualified and experienced to undertake the project.

Both Consultants have indicated a project timeline of approximately 15 months from the Award of the Contract to the completion of construction. Accordingly it is recommended that the quotation from SJE Consulting be accepted.

RECOMMENDATION

1. That Council accept the quotation submitted by SJE Consulting with an estimated cost of \$96,700 exc. GST to undertake an overall development plan, detailed design of lots and construction supervision of 20 lots.
2. EDM Group be advised that their quotation was unsuccessful on this occasion.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

CORPORATE AND COMMUNITY SERVICES

2. 2020/2021 ANNUAL REPORT AND 2017/2021 END OF TERM REPORT

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present the 2020/2021 Annual Report and 2017/2021 End of Term Report.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

Section 428 of the Local Government Act requires Council to prepare and submit an Annual Report to the Minister for Local Government within five months of the end of each financial year i.e. by 30 November. The Act also prescribes the matters that must be included in the Annual Report.

The Annual Report has been completed and a copy is **ENCLOSED SEPARATELY** for the information of Councillors. The report will be forwarded to the Minister by the statutory deadline of 30 November 2021.

Council is also required to prepare an End of Term Report to present Council's progress in implementing the key strategies from the Community Strategic Plan during the period 2017 / 2021. A copy of the End of Term Report is also **ENCLOSED SEPARATELY** for the information of Councillors. In addition, a detailed tabular report has been produced which provides commentary on each action item as specified in Council's Delivery Program and Operational Plan.

BUDGET IMPLICATIONS

Nil.

RECOMMENDATION

That the Greater Hume Council 2020/2021 Annual Report and 2017/2021 End of Term Report be received and noted.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

3. RENEWAL OF EXISTING LICENCE – STATE EMERGENCY SERVICES AND FIRE & RESCUE NSW CO-LOCATION AT GOOMBARGANA HILL COMMUNICATIONS TOWER

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

For Council to consider the renewal of a Licence Agreement to State Emergency Services and Fire & Rescue NSW.

REFERENCE TO DELIVERY PLAN ACTION

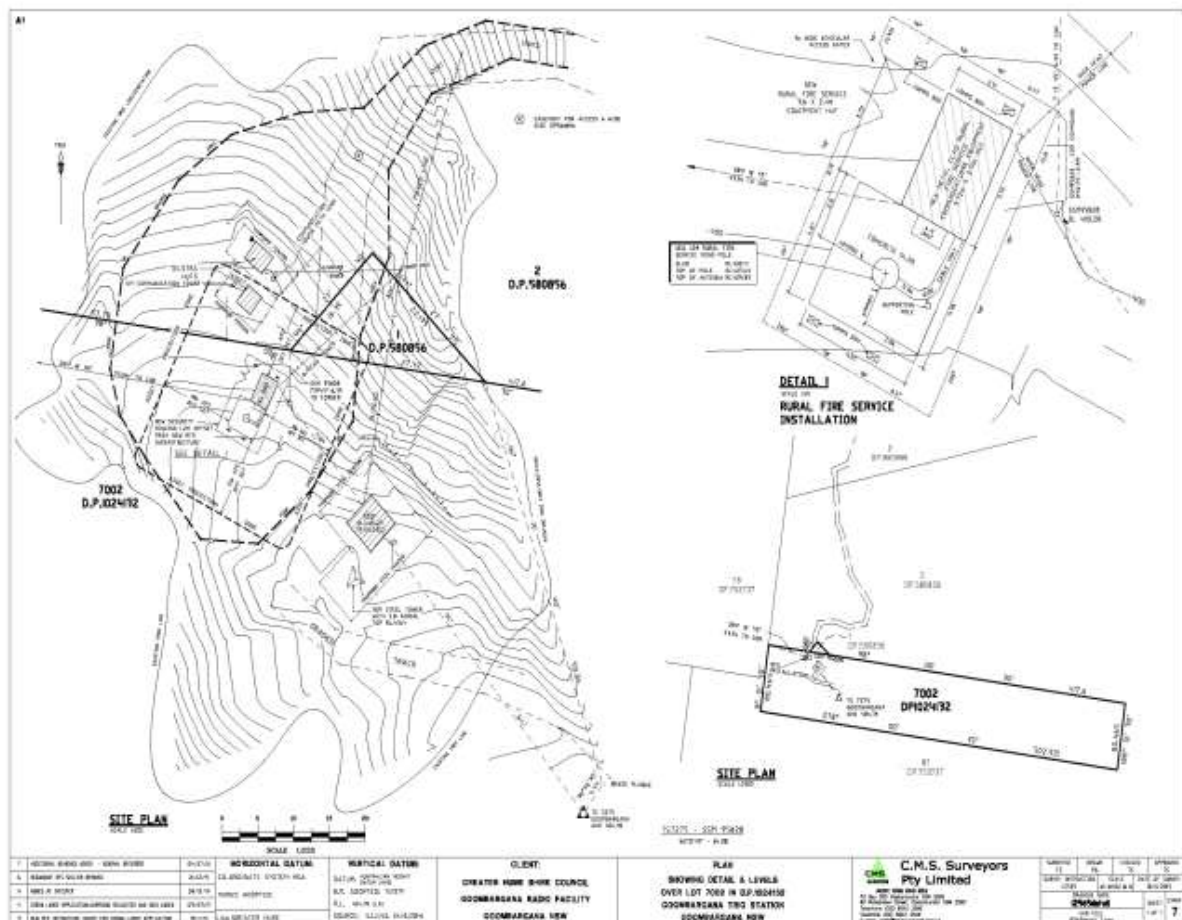
Nil.

DISCUSSION

Council is in receipt of correspondence from both State Emergency Services (SES) and Fire & Rescue NSW (FRNSW) seeking Council’s consent to the renewal of an existing Licence Agreement (separate licences) on property located within Lot 7002 DP 1024132, being Rural Fire Services - Goombargana Hill Communications Tower.

The initial agreement was for a period of 5 years with an option to renew for a further 5 year term.

Site plan below:



**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

RENEWAL OF EXISTING LICENCE - STATE EMERGENCY SERVICES AND FIRE & RESCUE NSW CO-LOCATION AT GOOMBARGANA HILL COMMUNICATIONS TOWER
[CONT'D]

RFS communication sites are vested in Council under s119 of the Rural Fires Act 1997, and managed by the RFS through the Service Agreement under s12A of that Act. The RFS provides the technical assessment and approval process, and provides Council concurrence under s119 of the Rural Fire Act to allow use of the asset.

The agreement enables the FRNSW & SES to multi-couple into the existing RFS antenna located on the pole at Goombargana Hill Communications site. An additional antenna has been installed on the pole for FRNSW & SES backhaul.

Term:	Five Years.
Commencement date:	Effective 1 January 2022.
Rent:	\$577.85 per annum inclusive of GST.

BUDGET IMPLICATION

Nil

CONCLUSION

Co-location of communication infrastructure for all emergency services will be of benefit to the service providers and community at large. Therefore approval for the Mayor and General Manager to execute the documents under the Common Seal of Council is sought.

RECOMMENDATION

That:

1. authority be granted to renew the Licence Agreement for the co-location of State Emergency Services and Fire Rescue NSW communications infrastructure on the Rural Fire Services Goombargana Hill Communication Tower site.
2. the Mayor and General Manager be authorised to execute the agreement and associated documents under the Common Seal of Council for the co-location of State Emergency Services and Fire & Rescue NSW communications infrastructure on the Rural Fire Services Goombargana Hill Communication Tower site.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To advise Councillors of the number of Expressions of Interest received for the licencing of Lots 192 & 205 DP 753342 corner Glenellen Road and Ortlipp Road, Glenellen (Crown land).

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Expressions of Interest have been received for the licencing of Lots 192 & 205 DP 753342 corner Glenellen Road and Ortlipp Road, Glenellen (Crown land). Advertisements were placed in the Border Mail on Saturday 28 August 2021 and Saturday 4 September 2021 closing on Friday 17 September 2021. The land subject to this arrangement is Crown Land managed by Greater Hume Council and is approximately 1.62 ha.

The following Expressions of Interest have been received:

EXPRESSION OF INTEREST	AMOUNT EXCLUDING GST
Susan Murray	\$498.00

Ms Murray has been the lessee of the property for the last 16 years and has maintained the property in such a manner to ensure fencing is stock proof and reduces the risk of fire and control of vermin through vegetation management.

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

The successful applicant will commence the term from 1 November 2021 for a period of twelve months terminating 31 October 2022 as permitted on Crown land.

BUDGET IMPLICATION

Nil.

CONCLUSION

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

RECOMMENDATION

That Council accept the Expression of Interest from Susan Murray to enter into a licence for Lot 192 & 205 DP 753342, corner Glenellen Road and Ortlipp Road, Glenellen for a period of twelve months, commencing 1 November 2021 and terminating 31 October 2022.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

ENGINEERING

1. TENDER TL 01 – 2021/22 CULCAIRN HOLBROOK ROAD (1.94KM NEAR THUGGA ROAD)

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To consider tenders for the reconstruction of 1.94km of the Culcairn Holbrook Road near Thugga Road.

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 2021/2022 Operational Plan.

The existing road alignment and pavement of the older sections of Culcairn Holbrook Road were designed to outdated geometry and have suffered severe deterioration in shape and function. The scope of works includes the widening of the formation, reconstruction of the road pavement and upgrades to the drainage and guardrail installation.

Advertisements were placed in the Border Mail and on Tenderlink.

Tenders closed on Tuesday 21 September 2021. Five tenders were received via the Tenderlink portal.

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

Company	Tender Price (excluding GST)
Aitkin Civil Engineering	\$2,866,175.46
Excell Gray Bruni	\$2,185,000.00
Hutchinson Civil	\$1,654,027.00
Longford Civil	\$1,673,871.82
Symal Infrastructure	\$2,029,823.64

These contact sums include substantial Provisional Items which are noted in the attached tender assessment.

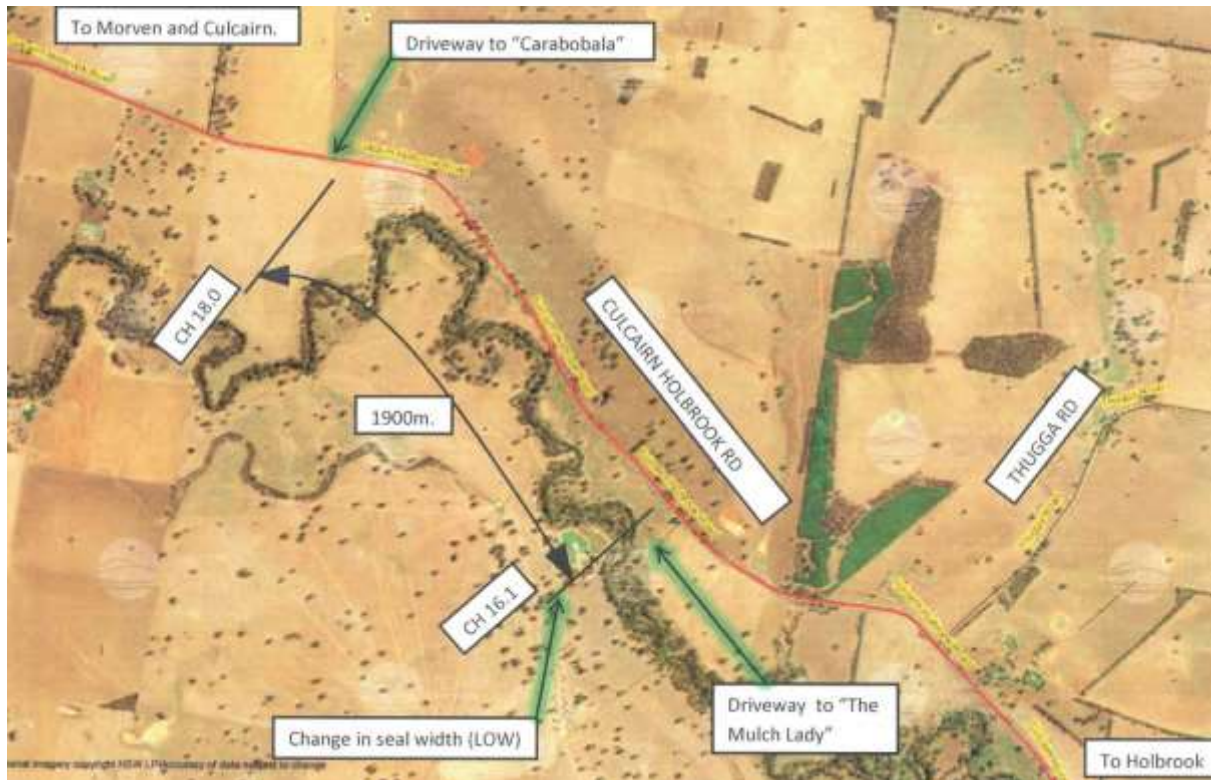
A table of the apportionment used to assess the tenders is **ENCLOSED SEPARATELY** for Councillors information.

Hutchinson Civil is a well-established civil contractor based in Albury and has previously completed works for Greater Hume Council to a satisfactory standard. Mr Bede Hutchinson from Hutchinson Civil 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 Hutchinson indicated that a projected commencement date soon after being awarded the tender is possible.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

TENDER TL 01 CULCAIRN HOLBROOK ROAD [CONT'D]

Plan of the Proposed Works



BUDGET IMPLICATION

The budget for the Culcairn Holbrook Road (1.94km near Thugga Road) project is \$1,355,000.00 (excl. GST). 50% of the project is being funded through the Heavy Vehicle and Safety and Productivity Program (HVSSP) and remaining 50% from the Councils Regional Road Block Grant.

The Provisional Items included in the original tender price total \$301,000 (excl. GST). If required any provisional items will be funded from the Regional Road Block Grant

The tender price less the provisional items amount to \$1,353,027.00 (excl. GST) is consistent with the engineers estimate and the budget of \$1,335,000.00 (excl. GST).

CONCLUSION

Five tenders were received for the Culcairn Holbrook Road (1.94km at Thugga Road) project. Five tenders were considered.

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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

TENDER TL 01 CULCAIRN HOLBROOK ROAD [CONT'D]

RECOMMENDATION

That:

1. The tender submitted by Hutchinson Civil P/L for tender TL01 – 2021/22Culcairn Holbrook Road (1.94km at Thugga Road) for \$1,654,027.00 including provisional items of \$301,000(excl. GST) be accepted.
2. The unsuccessful tenderers be notified.
3. The General Manager and the Mayor be authorised to execute contract documentation with Hutchinson Civil P/L under the Common Seal of Council.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

2. PROVISION OF FOOTPATH, FRASER STREET CULCAIRN

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To inform Councillors of the response from landowners following their notification of apportioned contributions for the construction of a new concrete footpath in Fraser Street, Culcairn.

REFERENCE TO DELIVERY PLAN ACTION

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

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

DISCUSSION

This project was carried over from the 2020/2021 Delivery Plan and is now part of the works associated with the upgrade of stormwater and footpath work in the CBD of Culcairn.

The proposed works include the construction of a 1.5m footpath on the eastern side of Fraser Street from Balfour Street to the Billabong Creek. This project forms part of the Culcairn drainage project and follows the route of the outfall section of the proposed drainage system.

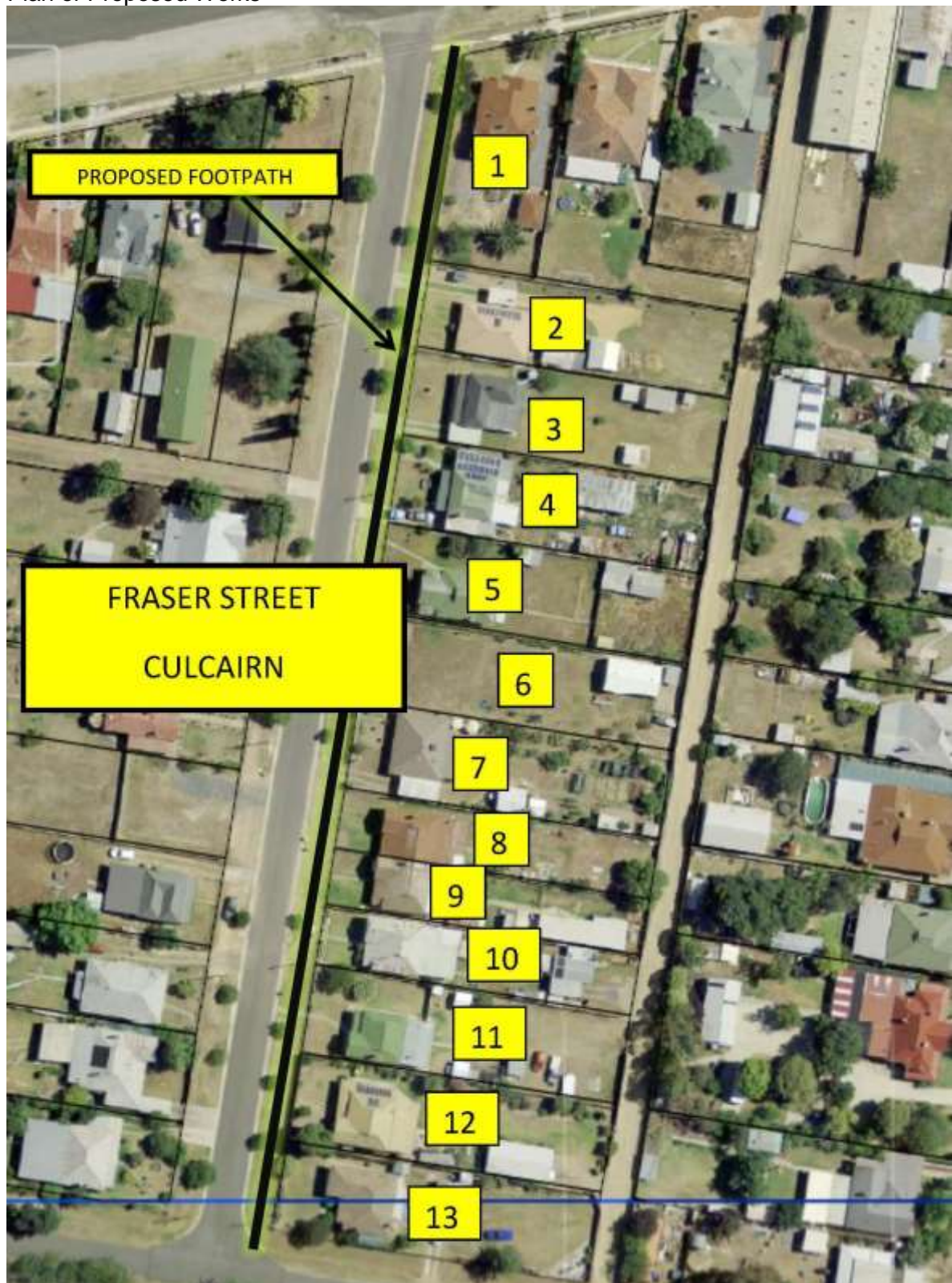
Landowners were notified via letter mailed 30 March 2021 of the amount of their contribution to the project.

A table showing the current estimate rates used to calculate the landowners contributions is **ENCLOSED SEPARATELY** for Councillors information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

PROVISION OF FOOTPATH, FRASER STREET CULCAIRN [CONT'D]

Plan of Proposed Works



**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

PROVISION OF FOOTPATH, FRASER STREET CULCAIRN [CONT'D]

There were no submissions received from landowners regarding the proposed charges.

BUDGET IMPLICATION

The cost of the scheme falls within the budget allowance of \$40,000.00 including landowner contributions. The projected price does not include the possibility of provisional items which in any case would be expected to be of a nominal amount.

CONCLUSION

The project scope has been costed and apportioned to show landowner contribution costs. No objections to the scheme was received.

RECOMMENDATION

That:

1. Council adopt the scheme as detailed and arrange for construction to proceed.
2. the landowners be notified of the intention to proceed with the scheme as previously advised.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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ON WEDNESDAY, 13 OCTOBER 2021**

ITEMS TO BE REFERRED TO CLOSED COUNCIL

1. **OFFERS TO PURCHASE VACANT RESIDENTIAL LAND – 9 KLEIN COURT, 33 PECH AVENUE AND 20A BRITTON COURT, JINDERA**
Report prepared by Economic Development Coordinator – Marg Killalea

REASON FOR REPORT

For Council to receive a report on the result of an Expression of Interest process to dispose of three vacant residential allotments in Pioneer Estate, Jindera.

REFERENCE TO DELIVERY PLAN ACTION

Objective	Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community.
Outcome 3.1	We have prosperous and diverse local businesses and a growing economy.

DISCUSSION

The purpose of this report is to provide Council with the outcome of an Expression of Interest process to dispose of three vacant residential allotments in Pioneer Estate, Jindera and for Council to accept or decline such offers to result in the sale of the allotments.

Previously Council undertook a reclassification of the land to facilitate the sale of the surplus land not required for public open space or drainage purposes in Jindera. Council intends to use the funds raised from the sale of the land to be allocated towards the construction of an adventure park to be built at Jindera Recreation Reserve.

The allotments listed have been converted from community land to operational land, following community engagement with the Jindera community in 2019.

The said vacant residential allotments subject to the EOI offer process are described as follows:

9 Klein Court, Jindera	672.5 sqm
33 Pech Avenue, Jindera	1,343.5 sqm
20A Britton Court, Jindera	649.1 sqm

Five real estate agencies provided submissions to market the allotments. Following an analysis of the proposals, Elders Real Estate was appointed with the sale method via Expression of Interest offers submitted by potential purchasers. Marketing included Border Mail newspaper, Real Estate View and other property internet sites, and social media platforms, for sale site signage.

The EOI period for offers closes on 5pm Friday, 8 October 2021.

It is Council's intention to submit a further report on the matter as an addendum item, which is expected to be distributed to Councillors prior to the October meeting date of 13 October 2021.

BUDGET IMPLICATION

Nil at this time.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

OFFERS TO PURCHASE VACANT RESIDENTIAL LAND – 9 KLEIN COURT, 33 PECH AVENUE AND 20A BRITTON COURT, JINDERA [CONT'D]

CONCLUSION

The purpose of this report is to provide Council with the outcome of an Expression of Interest process to dispose of three vacant residential allotments in Pioneer Estate, Jindera. An informed addendum report on the offers received will be distributed to Councillors prior to the October meeting.

As consideration of the EOI offers is confidential in nature, it is recommended it is recommended that the matter be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

RECOMMENDATION

That consideration of the Expressions of Interest received for three residential vacant allotments at Pioneer Estate, Jindera be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

REASON

On balance the public interest in preserving the confidentiality of consideration of the Expressions of Interest received outweighs the public interest in maintaining openness and transparency in Council decision making because the disclosure of this information could compromise the commercial position of Council.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

GOVERNANCE

1. HOLBROOK SPORTING COMPLEX – CONSTRUCTION UPDATE ON MULTI PURPOSE FUNCTION ROOM AND CATERING FACILITIES

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To provide Councillors with an update on progress with the construction of the Holbrook Sporting Complex Multi Purpose Function Room and Catering Facilities.

REFERENCE TO DELIVERY PLAN ACTIONS

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

DISCUSSION

At the September meeting the Author advised that due to the challenging nature of this project monthly reports would be submitted to Council to ensure Councillors are provided with timely advice as to the progress of the project and any financial or construction issues that may arise.

Since the September meeting the following works have been undertaken:

- Footings excavated and poured
- Steel portal frame erected over function area
- Blocks placed on site

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

**HOLBROOK SPORTING COMPLEX – CONSTRUCTION UPDATE ON MULTI PURPOSE
FUNCTION ROOM AND CATERING FACILITIES [CONT'D]**



Table 2 provides an update of costs with all known factors as at the time of writing the report.

Note that the total project expenditure has decreased since the report to the September meeting however it is anticipated that the total project cost will fluctuate over the life of the project.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

**HOLBROOK SPORTING COMPLEX – CONSTRUCTION UPDATE ON MULTI PURPOSE
FUNCTION ROOM AND CATERING FACILITIES [CONT'D]**

Table 2

Cost Item		\$	Revised cost	Variance	Comments
Preparation of Plans, specifications and other tender documentation		62,000	71,164	- 9,164	Multiple changes to plans to reduce build cost and to accommodate requests from Holbrook Sporting Complex Board
Electrical Upgrade (estimate)		50,000	65,238	- 15,238	Includes establishment of electrical connection for building works
Accepted tender - Gilchrist Property Group (exc. Provisional items and contingency)	1,725,756	1,725,756	1,725,756		
Provisional items	82,000	82,000	82,000		Additional costs of \$9,886 in final changes to kitchen layout, sink in medical room room etc. This should be offset by savings in catering appliances
Contingency	20,000	20,000	70,306	- 50,306	Significant softs encountered following the demolition of the existing change rooms that required significant remediation. The estimate for a further variation for increased depth of strip footings has been included.
Estimated total cost of project	1,827,756	1,939,756	2,014,464	- 74,708	
Funding available					
Australian Government - Building Better Regions			700,000		
NSW State Government - Female Friendly Facilities			400,000		
Bushfire Community Resilience and Recovery Fund			60,000		
Riverina Water County Council			15,000		
NSW AFL			124,777		Will not be received in full. Holbrook Sporting Complex Board to make up the shortfall or obtain other grant funding
Holbrook Australian Rules Football Club			90,000		
Holbrook Sporting Complex Board			65,000		Community Fundraising
Greater Hume Council - Funds from the sale of the Holbrook Hostel			249,000		
Greater Hume Council - Holbrook Caravan Park Reserve			250,640		
Total funding as at 31 August 2021			1,954,417		
Project over expenditure as at 1 October 2021			60,047		

Over the next few weeks the following activities will be undertaken:

- Commencement of block work
- Construction of infill slab

BUDGET IMPLICATIONS

Whilst progress has been slow due to inclement weather there have been no adverse financial impacts of the project since the last report.

CONCLUSION

It is clear that the Multi-Purpose Function Room and Catering Facilities Project is going to be very challenging to complete reasonably within budget parameters however every effort will be made to minimise cost over runs where possible.

RECOMMENDATION

That the report be received and noted.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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ON WEDNESDAY, 13 OCTOBER 2021**

**2. RETURNS OF INTEREST – COUNCILLORS AND DESIGNATE PERSONS
Report prepared by Executive Assistant – Governance – Steph Odewahn**

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTION

Statutory matter.

DISCUSSION

The Register of Returns of Interests, containing completed Returns of Interests for the period 1 July 2020 to 30 June 2021 for elected representatives as at 30 June 2021, and designated officers (General Manager and three senior officers) is tabled as required by Schedule 2 Form of Written Return of Interests Submitted under Clause 4.21.

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

Signatures on the returns have been redacted.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

A procedural matter only.

RECOMMENDATION

That the report be received and noted.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

CORPORATE AND COMMUNITY SERVICES

1. COMBINED INVESTMENT ACCOUNT – MONTH ENDED 30 SEPTEMBER 2021

Report prepared by Chief Financial Officer – Dean Hart

REASON FOR REPORT

This report presents to Council details of all funds invested as at 30 September 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.

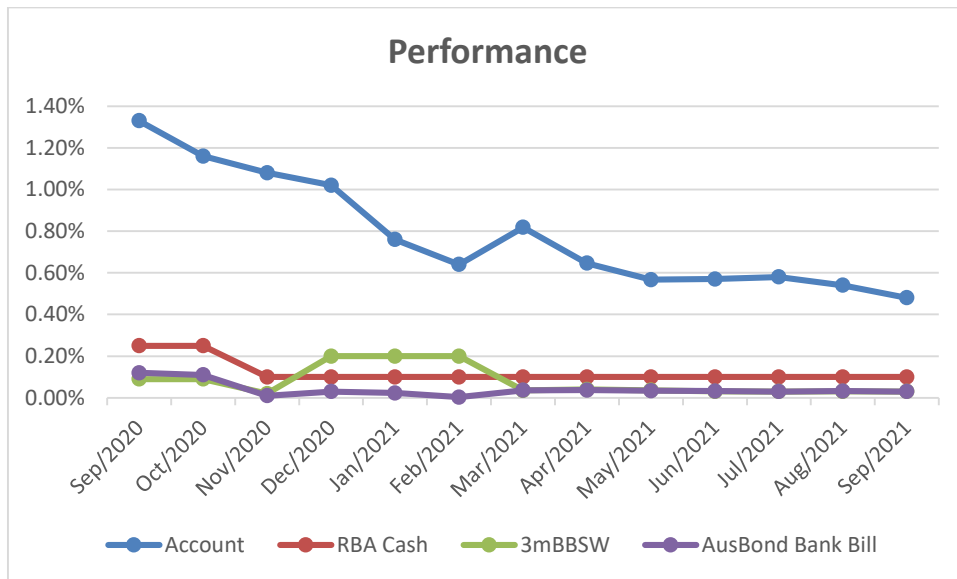
**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

Greater Hume’s overall investment portfolio

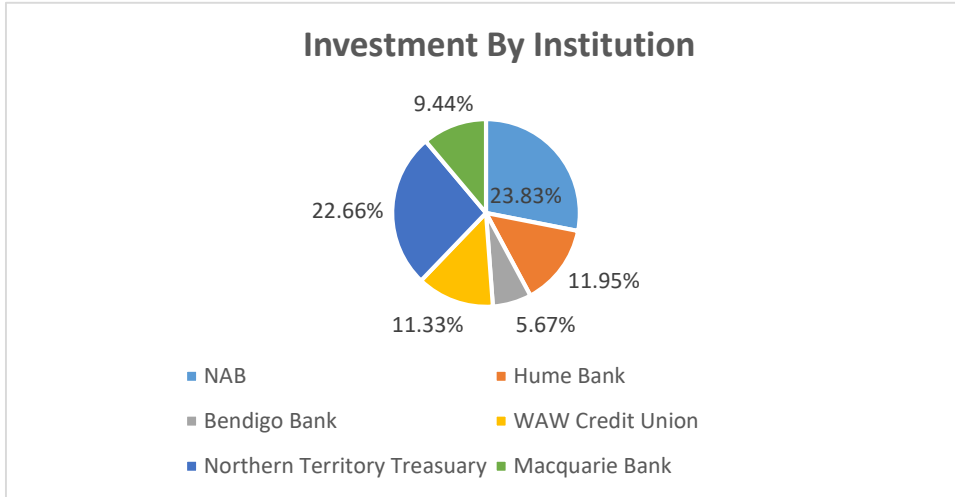
Total Portfolio Value	\$30,228,773.38
Weighted Average Term (days)	355
Weighted Average Yield	0.48 %
Total Monthly Accrued Interest	\$11,684.56
Total Interest Received this month	\$6,753.42
Interest Payments this month	3
Matured Investments this month	3
Total Funds Matured this month	\$1,500,000.00
New Investments this month	6
Total Funds Invested this month	\$4,500,000.00

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



**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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



**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

Investment Register

ADI/Security Name	Maturity Date	Face Value	Long Term Rating	Term in Days	Monthly Accrued Interest	Yield
AMP Bank	7/10/2021	\$1,000,000	BBB	217	\$575.34	0.70%
Bendigo And Adelaide Bank	15/10/2021	\$500,000	BBB+	365	\$308.22	0.75%
Bank Of Queensland	21/10/2021	\$500,000	BBB+	210	\$143.84	0.35%
Bank Of Queensland	9/11/2021	\$1,000,000	BBB+	181	\$287.67	0.35%
Macquarie Bank	10/11/2021	\$500,000	A+	330	\$143.84	0.35%
NAB	6/12/2021	\$500,000	AA-	365	\$226.03	0.55%
WAW Credit Union	14/12/2021	\$500,000	NR	364	\$328.77	0.80%
NAB	14/12/2021	\$509,765.32	AA-	183	\$104.75	0.25%
NAB	14/12/2021	\$500,000	AA-	364	\$205.48	0.50%
Northern Territory Treasury Corp	15/12/2021	\$2,000,000	NR	385	\$657.53	0.40%
Bendigo And Adelaide Bank	12/01/2022	\$500,000	BBB+	272	\$143.84	0.35%
NAB	15/01/2022	\$500,000	AA-	184	\$131.51	0.32%
NAB	15/01/2022	\$500,000	AA-	214	\$110.96	0.27%
Bendigo And Adelaide Bank	19/01/2022	\$500,000	BBB+	279	\$143.84	0.35%
Macquarie Bank	2/02/2022	\$500,000	A+	182	\$164.38	0.40%
Macquarie Bank	16/02/2022	\$500,000	A+	203	\$164.38	0.40%
NAB	18/02/2022	\$500,000	AA-	184	\$110.96	0.27%
NAB	27/02/2022	\$300,000	AA-	184	\$69.04	0.28%
Hume Bank	1/03/2022	\$66,761.10	NR	365	\$27.44	0.50%
WAW Credit Union	13/03/2022	\$500,000	NR	181	\$98.63	0.40%
Hume Bank	13/03/2022	\$500,000	NR	181	\$61.64	0.25%
NAB	15/03/2022	\$500,000	AA-	181	\$56.99	0.26%
Hume Bank	17/03/2022	\$500,000	NR	273	\$123.29	0.30%
Hume Bank	17/03/2022	\$500,000	NR	273	\$123.29	0.30%
Hume Bank	19/03/2022	\$500,000	NR	270	\$123.29	0.30%
AMP Bank	21/04/2022	\$1,000,000	BBB	365	\$575.34	0.70%
WAW Credit Union	11/05/2022	\$500,000	NR	365	\$308.22	0.75%
Hume Bank	16/05/2022	\$46,751.06	NR	364	\$15.37	0.40%
Macquarie Bank	24/05/2022	\$500,000	A+	272	\$164.38	0.40%
WAW Credit Union	16/06/2022	\$500,000	NR	365	\$308.22	0.75%
WAW Credit Union	16/06/2022	\$600,000	NR	365	\$369.86	0.75%
Hume Bank	17/06/2022	\$500,000	NR	365	\$164.38	0.40%
Hume Bank	17/06/2022	\$500,000	NR	365	\$164.38	0.40%
Hume Bank	30/06/2022	\$49,937.43	NR	365	\$14.37	0.35%
WAW Credit Union	8/07/2022	\$400,000	NR	365	\$246.58	0.75%
NAB	29/08/2022	\$500,000	AA-	365	\$143.84	0.35%
Macquarie Bank	29/09/2022	\$500,000	A+	365	\$10.96	0.40%
AMP Bank	30/09/2022	\$500,000	BBB	367	\$32.88	0.80%
NAB	13/09/2023	\$2,000,000	AA-	727	\$493.15	0.60%
Northern Territory Treasury Corp	16/06/2025	\$1,500,000	NR	1,481	\$1,356.16	1.10%
Northern Territory Treasury Corp	15/06/2026	\$2,500,000	NR	1,887	\$2,671.23	1.30%
NAB	1/10/2021	\$3,755,558.47	AA-	1	\$10.29	0.10%
\$30,228,773.38					\$11,684.56	

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

Declaration

I, Dean Hart, 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

As at 30 September, 2021 total Investments held were \$30,228,773.38. The year to date accrued investment earnings for 2021/22 was \$34,621.52 representing a weighted average yield of 0.48%.

RECOMMENDATION

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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

ENGINEERING

- 1. DRINKING WATER MANAGEMENT SYSTEM ANNUAL REPORT 2020/2021**
Report prepared by Viridis Consultants & Manager Water & Wastewater – Tom Plunkett

REASON FOR REPORT

To present to Council the Drinking Water Management System annual report for 2020-2021

REFERENCE TO DELIVERY PLAN ACTION

Outcome 4.3	We minimise the impact on the environment.
Objective	Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community

DISCUSSION

Water suppliers in New South Wales (NSW) are required to establish and adhere to a 'quality assurance program', referred to as a Drinking Water Management System (DWMS). The DWMS is a risk based approach to managing drinking water quality.

An annual review of the DWMS is recommended to ensure that it is valid and is being implemented effectively. In addition, an annual report is required to be prepared and submitted to the local Public Health Unit (PHU), NSW Health.

Greater Hume Council engaged Viridis Consultants P/L (Viridis) to prepare the DWMS Annual Report for the 2020-2021 reporting period, which covers a 12-month reporting period from 1 July 2020 to 30 June 2021 Copy of DWMS Annual Report 2020-2021 is attached as **ANNEXURE 6**

This report summarises Council's drinking water quality performance for the reporting period, outcomes of the DWMS annual review and progress on the implementation of the improvement plan.

The water quality verification monitoring results showed 100% compliance against the Australian Drinking Water Guidelines (ADWG) health-based values. There were very few instances of water quality related customer complaints, indicating good customer satisfaction overall. In addition, there were no Critical Control Point (CCP) critical limit breaches which required reporting to the local Public Health Unit (PHU).

GHC maintained a high level of consumer satisfaction, with only six water quality complaints received over the reporting period. Appropriate processes were followed when these complaints were received to ensure health of consumers was not jeopardised.

The Improvement Plan, which forms an integral part of the DWMS, was reviewed. One new action was added to the Improvement Plan. This was in relation to setting up record keeping for the 3-monthly check on top of aerator (e.g. note in plant log or diary on inspection date and any findings) and using the updated reservoir inspection checklist to complete the inspections.

BUDGET IMPLICATION

There are no direct budget implications resulting from the report that have not been accommodated in the current budget.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

DRINKING WATER MANAGEMENT SYSTEM ANNUAL REPORT 2020/2021 [CONT'D]

CONCLUSION

This document is to be reviewed every 12 months as per Drinking Water Management System (DWMS).

RECOMMENDATION

This report be received and noted.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

PART C - ITEMS FOR INFORMATION

GOVERNANCE

1. WORKSHOP/BRIEFING SESSION SCHEDULE 2020/2021

REASON FOR REPORT

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

DISCUSSION

The current session dates are outlined in the table below.

Workshop/Briefing Session date commencing at 5.45pm	Topic
Wednesday, 4 August 2021	Not held
Wednesday, 1 September 2021	Regional Telecommunications Review
Wednesday, 6 October 2021	Not held
Wednesday, 3 November 2021	TBC

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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>

21-30 Pre-Election Guide for Councils

21-29 Release of the Guideline on the Use and Management of Credit Cards

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

REASON FOR REPORT

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

DISCUSSION

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

4. 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 7**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

5. ECONOMIC DEVELOPMENT QUARTERLY PROGRESS REPORT

Report by Economic Development Coordinator - Marg Killalea

REASON FOR REPORT

To update councillors regarding working projects undertaken by the Economic Development Coordinator.

DISCUSSION

The report on projects being undertaken is attached at **ANNEXURE 8**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

CORPORATE AND COMMUNITY SERVICES

1. CHRISTMAS / NEW YEAR OFFICE CLOSURE PERIOD

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To provide Councillors with information on the dates for the 2021/2022 Christmas/New Year office closure.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

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

The 2021/2022 closure period will see Council's offices close from 4pm Friday 24 December 2021 and reopen at 8.30am Tuesday 4 January 2022.

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

BUDGET IMPLICATION

Nil.

CONCLUSION

For Councillors' Information

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

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

3. STATEMENTS OF BANK BALANCES AS AT 30 SEPTEMBER 2021

The statement of bank balances as at 30 September 2021 is attached at **ANNEXURE 9**.

4. GREATER HUME LIBRARY SERVICES

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

REASON FOR REPORT

To inform Council on library membership and participation in Greater Hume Council Libraries

REFERENCE TO DELIVERY PLAN ACTION

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

Outcome 2.5 Council provides learning and development opportunities for all

DISCUSSION

The Greater Hume Council Libraries continue to organise and facilitate programs and services that meet the needs and wants of the community.

Programs for Greater Hume Council Libraries – August 21

Program	Date	Location
School holiday program - BitBots.	September/ October	40 distributed to young people aged 5+
Youth school holiday program - Bath Bombs	September/ October	40 distributed to young people 12+ with tutorial presented online
Online Storytime	weekly	Facebook & Instagram

Investigate and implement new and innovative programs

Promoting Libraries through Social Media

The aim for September 21 was to encourage awareness of the Greater Hume Council Library services to increase membership and participation. This was undertaken by partnering with Australia's most loved audio book narrator for young adults, Stig Wemyss.

Stig has created some stand-up comedy videos with themes such as Parents, School, Pets. Greater Hume libraries purchased the licence to his first one, titled Siblings. With the licence for two weeks, the libraries were able to promote our social media within the community. The libraries will follow up promoting our social media pages next month with our Book Week competition.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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ON WEDNESDAY, 13 OCTOBER 2021**

GREATER HUME LIBRARY SERVICES [CONT'D]

Sign Up September A-Z

Greater Hume Council Libraries participated in Sign Up September using Social Media platform Facebook to promote A-Z reasons each day why community members should join the library.

Holbrook Library submission to State Library eMagazine

Organised by Holbrook Library, Celebrating Women — Our Stories was an evening for women to enjoy each other's company. The \$20 ticket covered the cost of the first drink, canapés and other delicious appetisers at the beautiful Holbrook Ten Mile venue.

There was a selection of library books on display so our guests could see what a beautiful range of books Holbrook Library has, and to inspire them to come to the library and borrow. A highlight of the night was when 101 women sang Helen Reddy's I am Woman in unison. The evening was enjoyed by all, and it provided a great opportunity for Holbrook Library's presence to be felt within the community.

Library staff training and online library services

ALIA Zoom Reading Stories Online

Greater Hume Council Library staff attended ALIA Zoom Reading Stories Online training session. Staff learnt improved techniques when reading stories online. Staff have arranged a learning session with staff from RRL Headquarters to learn how to set up our recordings on YouTube. This information then can be easily transferable to social media platforms and Websites which will ultimately increase promotion of the libraries.

Local Studies training

From 19 October 21 over a 3 week period Greater Hume Council Library staff have been invited to participate in Local Studies training facilitated by NSW State Library. The training will cover:

- Why collect local studies resources?
- Building a local studies collection
- Key resources for local historical research
- Key resources for local geographical research
- Local studies and family history research
- Local studies challenges

Library Statistics – September 21

Library	Henty	Culcairn	Holbrook	Jindera
Issues	373	295	765	128

Statistics Mobile Library Service – August 21

Location	Brocklesby	Gerogery	Jindera	Walbundrie	Walla	Woomargama
Loans	3	6	27	24	51	14

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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

GREATER HUME LIBRARY SERVICES [CONT'D]

BUDGET IMPLICATION

Nil. Works are funded from budget allocations.

CONCLUSION

Greater Hume Council Libraries continue to facilitate programs and services that meet the needs and wants of the community pivoting between events held in the library to online when required.

For the information of Councillors

5. PEOPLE & CULTURE REPORT FOR SEPTEMBER 2021

Report prepared by People and Culture Officer – Jessica Winnett

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

- Continuous review of policies and procedures

PLANNING

- People & Culture Management System and Plan developed to guide future activities through a process of development, implementation, review and improvement
- Ongoing succession planning - Work Instructions being developed and documented for key activities performed by People & Culture
- RERO Workforce Development meeting – next meeting 12 October 2021

RECRUITMENT

- Recruitment in progress:
 - Refer to 'positions advertised'
- New employees commencing with Council:
 - Steven Feltrin – Road Maintenance Operator Holbrook
 - David Hayes – Roller Operator Culcairn
- Position/role changes with existing Council employees:
 - Barry Simmons – Road Maintenance Operator Holbrook to Roller Operator Jindera
- Employees ceasing duties with Council:
 - Angela Moriarty – Youth Officer Henty
 - Sam Harris – Maintenance Grading Leading Hand Jindera
 - Scott Piltz – Building Maintenance Officer Culcairn

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

- Positions advertised:
 - **Engineering Restructure:** applications closed 22 September 2021
 - Road Maintenance Operator – Holbrook
 - 2x Town and Parks Maintenance Operators – Jindera
 - 2x Bridge and Drainage Operators – Jindera
 - 2x Projects Operators – Culcairn
 - Asset Officer – Culcairn - applications closed 29 September 2021
 - Internal Water and Waste Water Operator – Jindera – applications closed 10 September 2021 – appointed 1
 - Road Safety Officer – Culcairn - applications closed 29 September 2021
 - Maintenance Grading Leading Hand – Jindera – applications close 7 October 2021
 - Pool Lifeguards – applications closed 27 September 2021. Applications will remain open ended and also distributed to local high schools to seek interest

WORKPLACE RELATIONS

- Participate with Outdoor Staff quarterly meetings – meeting held on 10 June; September meeting postponed due to COVID-19 restrictions; next meeting 9 December
- Coordinate and administer Consultative Committee – meeting held on 11 March; June and September meeting postponed due to COVID-19 restrictions; next meeting 9 December
- Participate with Risk WHS Committee – meeting held on 11 March; June and September meeting postponed due to COVID-19 restrictions; next meeting 9 December
- LGNSW HR Networking Meeting – virtual meeting held 2 September; next meeting 8 December 2021

PROFESSIONAL DEVELOPMENT & LEARNING

- Human Resources and Industrial Relations Mentoring
- Training Services NSW – Development of a training plan for All Staff to have the opportunity to undertake a full or part qualification under a free training model

PERFORMANCE MANAGEMENT

- Council's annual Performance Appraisals went live throughout July. All appraisals will be conducted online throughout July, August, September and aim to close off during October. Recommendations communicated to appropriate parties throughout September and October

HEALTH & WELLBEING

- Coordination of Phase 7 of Council's Early Intervention Health and Wellbeing Program with Align. Current program consists of a Health and Wellness Consultant facilitating virtual wellbeing sessions each week to guide Council's staff compliment through the current COVID-19 lockdown. Health and Wellness face-to-face visits have resumed across Centres

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

REVIEW & CONTINUOUS IMPROVEMENT

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

CONCLUSION

For the information of Councillors

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

ENGINEERING

1. SEPTEMBER 2021 REPORT OF WORKS

Grants Program

State Roads Maintenance (RMCC)

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

Olympic Highway Rail Crossing Project is complete except for final seal on highway and compound clean up.

Regional Roads

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

Shoulder widening along Urana Road (MR125) has commenced as part of the Safer Roads Program. This program will also include guardrail installation and Audio Tactile Line Marking.

Local Roads

Sealed

General maintenance on local roads is continuing.

Culvert upgrades on Fellow Hills Road is continuing, with the Road Reconstruction works to commence shortly.

Unsealed:

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

Bethel Road	Funk Road
Cannings Road	Greenvale Road
Cedardale Road	Hudsons Road
Chambers Road	Lennons Road
Diffneys Road	Lindner Road
Drumwood Road	Nation Road
Edgehill Stock Route	River Road
Ferguson Road	Rockville Road
Ferndale Boundary Road	Silva Hills Road
Finlay Road	Wymah Road
Fullers Road	

Urban Streets:

General maintenance of urban streets is continuing.

The kerb, channel and drainage project in Croft Street, Holbrook is complete.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

SEPTEMBER 2021 REPORT OF WORKS [CONT'D]

General:

General maintenance of public toilets and parks is continuing.

Bollards have been installed at 10 Mile Park which is incorporated with construction of the new toilet facilities.

Holbrook Skate Park upgrade has been completed.

Monthly Works Maintenance Expenditure:

Local Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Urban Roads Maintenance	\$240,604	\$60,151	\$58,548	\$1,603	
Urban Roads Town Maintenance	\$210,000	\$52,500	\$53,708	-\$1,208	
Rural Roads Sealed	\$800,000	\$200,000	\$111,423	\$88,577	
Rural Roads Unsealed	\$1,154,289	\$288,572	\$224,871	\$63,701	
Street Tree Maintenance	\$252,335	\$63,084	\$77,325	-\$14,241	Continuing to Monitor future expenditure

Regional Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Regional Roads Maintenance	\$826,239	\$206,559.75	\$161,265	\$45,295	

Sportsgrounds, Parks & Public Toilets	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Sportsground Maintenance	\$198,220	\$49,555	\$53,279	-\$3,724	Additional maintenance requirements for the ovals
Parks & Gardens Maintenance	\$347,180	\$86,795	\$64,075	\$22,720	
Public Toilets Maintenance	\$177,216	\$44,304	\$37,422	\$6,882	

NB : Sportsground Maintenance excludes annual GHC contribution payment

2. WATER & SEWER REPORT – SEPTEMBER 2021

Capital Works Program:

- Culcairn Water Treatment Plant – New monitoring system – Completed
- Culcairn Water Treatment Plant – New chlorine analyser - Completed

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
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ON WEDNESDAY, 13 OCTOBER 2021**

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

Operation & Maintenance:

- New water service connection – 36 Pomegranate Dr, Jindera
- New water service connection – 26 Protea Crt, Jindera
- New water service connection – 12 Klein Crt, Jindera
- New water service connection – 5 Terlich Way, Jindera
- New water service connection – 38 Mulgrave Rd, Jindera
- New water service connection – 8 Carroll Ave, Jindera
- New water service connection – 1 Polack St, Jindera
- New water service connection – 232 Coogera Cct, Jindera

- Water main repair – Burrumbuttock – Brocklesby Rd, Burrumbuttock

- Water service repair – 105-107 Fallon St, Jindera
- Water service repair – 84 Creek St, Jindera
- Water service repair – Stan Dv, Jindera

- Sewer junction choke – 1 Elm St, Henty

Other:

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

Drinking Water Monitoring Program:

- 8 x Water samples for Microbial Water Analysis submitted in the month of September 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			

Water Supply Sourced and Used

1 July 2021 – 30 September 2021	2019/2020	2020/2021	2021/2022
Culcairn Water Supply (ML)	29.964	27.01	27.0
Village Water Supply (ML)	64.84	68.066	78.02
Totals (ML)	94.804	95.076	105.02

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 13 OCTOBER 2021**

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

Filling Stations Transactions

- Filling station sites – 56 transactions during the September 2021 period
- **Yearly Total Transactions - 141**

Filling Stations Usage

Station	September 2021 Total KL	2021-2022 Yearly Total
Culcairn	234.34	611.2
Jindera	138.8	326.0
Brocklesby	3.5	49.9
Burrumbuttock	2.1	3.1
Gerogery	0	0.1
Totals (KL)	378.74	990.3

Filling Station Customer Usage

Customer	September 2021 Total KL	2021-2022 Yearly Total
Council – Road Construction, Maintenance & Tree Watering	180.59	415.14
Contractors – Water Carters, Households & Roadworks	191.65	558.76
Residents	6.5	15.9
Fire Brigade (RFS)	0	0.5
Totals (KL)	378.74	990.3

ENVIRONMENT AND PLANNING

1. **DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF SEPTEMBER 2021**

The schedule of development applications processed for the month of September 2021 is attached at **ANNEXURE 10**.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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2. RANGER'S REPORT – SEPTEMBER 2021

COMPANION ANIMALS

No. of Complaints Received 19	Including: 5 barking dogs, 18 roaming dogs, 1 dealing with an aggressive dog, 2 nuisance dogs, 1 menacing and dangerous dog compliance checks		
No. of dog attacks: 4	Location: Walbundrie Walbundrie Walla	Two dogs seen attacking sheep. 4 dead 6 injured. Dogs escaped. Two dogs shot by property owner while attacking sheep. 9 dead and 7 injured. Infringements issued. Two dogs rushed at a person walking. Investigations continuing.	
Comments:			
		Dogs	Cats
In Council's Facility at Beginning of Month			
Captured & Returned to Owners		9	
Captured & Impounded		4	3
Released from Pound to Owners		2	
Surrendered by Owners		1	
Rehomed		1	1
Euthanased		1	2
Remaining in Council's Facility at End of Month		1	

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	2	1	1	1	
Instances - Returned to owners	2	1	1	1	
Impounded					
Vehicle accidents involving stock					

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

None.

ABANDONED VEHICLES

6 vehicles currently impounded.

1 car impounded in Jindera.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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RANGER'S REPORT – SEPTEMBER 2021 [CONT'D]

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted. 13 complaints received. 71 Notices of Proposed Orders issued.
Pollution: Noise	Jindera – barking warning and ongoing monitoring. Walla Walla - barking warning and ongoing monitoring.
Pollution: Waste	Walla Walla – 7 bags of household waste. Removed by Council.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

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

OTHER WORKS CONDUCTED

- RID online (Report Illegal Dumping online) updating with data entry.
- Holbrook, Culcairn and Jindera landfill site works, landfill water pump and refuelling conducted.
- Noise monitoring Jindera and Walla Walla barking dogs.
- Assist RSPCA with companion animal and stock welfare issues.
- Companion animal's data entry.
- 46 CRM's for September.
- Surface water issues in Jindera.
- Site preparation at the Jindera Depot for Rangers and Weeds area.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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ON WEDNESDAY, 13 OCTOBER 2021**

3. SENIOR WEEDS OFFICER'S REPORT – SEPTEMBER 2021

Spraying of pools for broadleaf weeds has been completed at the following towns.

- Culcairn
- Henty
- Holbrook
- Walla Walla
- Jindera

Control work of Green cestrum along the billabong creek from Walbundrie to Rand has been completed for the season. A large number of plants have been found. Cut pasting and spraying is the mean of control that is being applied by council.

Removal and reinstallation of around 150 concrete plinths at the Henty cemetery.

Spraying of Cape Broom is ongoing throughout council.

Spraying of several stock pile sites has been completed around Henty and Morven.

Spraying of tree suckers has been completed on Jingellic RD.

Controlling and monitoring of Rabbit infestations throughout the council.

General roadside and property inspections have been competed throughout the council.

PART D

There are no PART D items listed for the month of October 2021