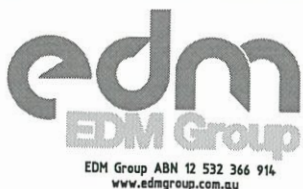
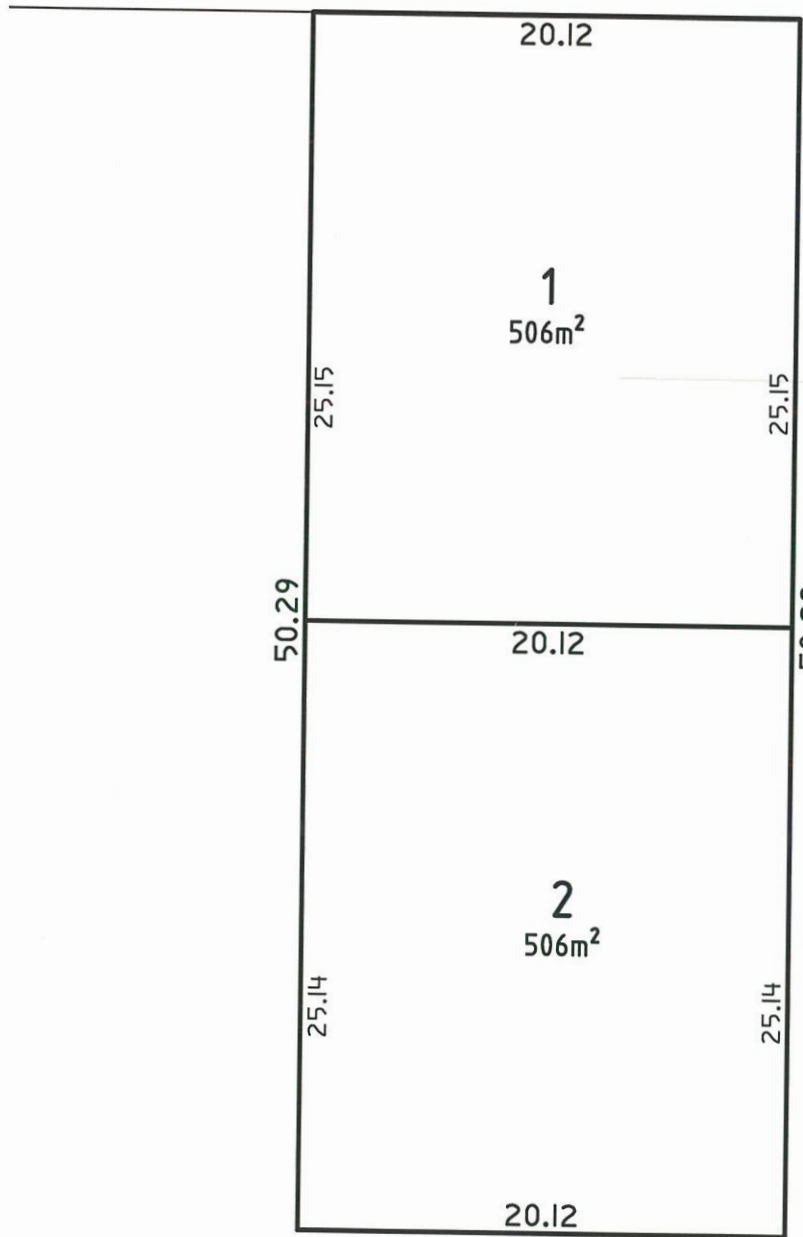


PROPOSE PLAN OF SUBDIVISION
LOT 15 DP4045
60 WALLACE STREET
HOLBROOK 2644

WALLACE STREET

THORPE STREET

DP4045



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& ENGINEERS
OFFICES 99 HUME ST
PO Box 317 WODONGA 3689
Ph (02) 6057 8578
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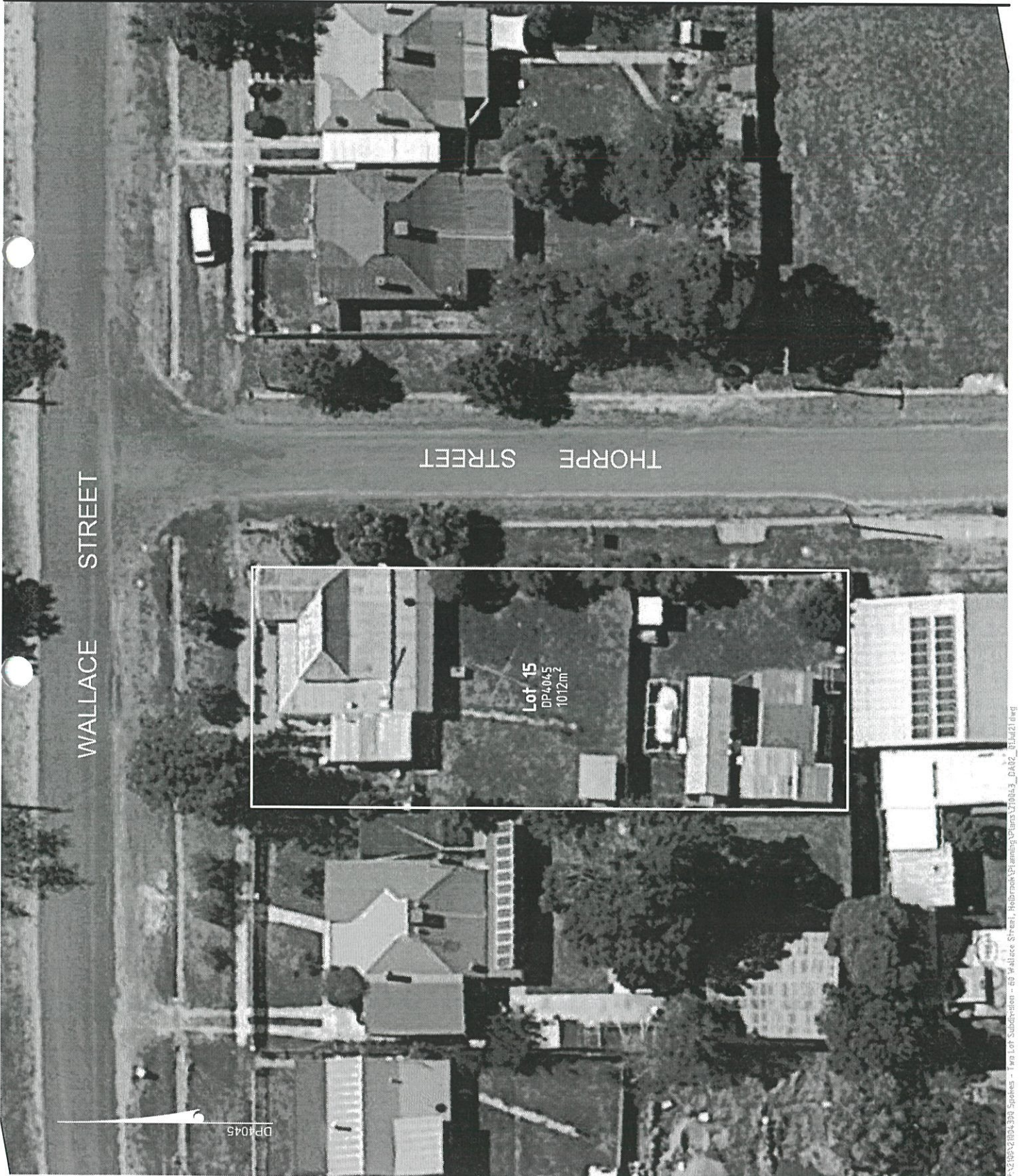
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SITE CONTEXT PLAN
 LOT 15 DP4045
 60 WALLACE STREET
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AMENDED EXPOSURE 1



**Planning Report &
Statement of Environmental Effects -**

2 Lot Torrens Title Subdivision

**Lot 15 DP4045
60 Wallace Street
HOLBROOK**



This Report has been prepared for:

Paul Spokes

C/- EDM Group
PO Box 317
WODONGA 3689

This Report has been prepared by:

EDM Group

99 Hume Street Wodonga VIC 3690
P.O. Box 317 Wodonga 3689
Phone: (02) 6057 8578
www.edmgroup.com.au



EDM Ref No 21004300
Date: 01 July 2021

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APPENDICES

- APPENDIX 1 – Subdivision Layout Plan
- APPENDIX 2 – Site Context Plan & Design Response
- APPENDIX 3 – Title Particulars
- APPENDIX 4 – Property Report

1. INTRODUCTION

This Planning Report and Statement of Environmental Effects has been prepared on behalf of the landowner for the Development Application seeking consent for a proposed 2 Lot Torrens Title Subdivision of land located at 60 Wallace Street, Holbrook (Appendix 1 & 2). The subject land currently contains a single storey dwelling with a number of freestanding outbuildings located within the rear yard.

As will be outlined within this report it is contended that this proposal represents an example of orderly planning consistent with the strategic intent of the Greater Hume LEP and DCP. The development proposal is a relatively minor matter that on a merits basis represents a good development outcome for the subject land.

2. SUBJECT LAND

The subject land is a rectangular shaped parcel that is situated on the south western corner of Wallace Street and Thorpe Street, Holbrook. The property is described as Lot 15 DP4045 and has a total area of 1012m² approximately. Title Particulars are attached at Appendix 3.



Figure 1: Locality Plan (source Six-view)

The subject land contains an existing single storey dwelling which addresses the northern Wallace Street frontage. In the rear section of the property are a number of sheds and outbuildings.

The property is situated within an established part of the township with single storey residential development prevailing. The property is connected to reticulated services and is free of any environmental constraints that might otherwise preclude the subdivision layout as proposed.



Photo 1 – Looking westerly across Wallace Street frontage (source Google)



Photo 2 – Looking northerly westerly across subject land (source Google)

3. DEVELOPMENT PROPOSAL

As noted on the attached Plan of Subdivision the proposal comprises of a Two (2) Lot Torrens Title Subdivision of the subject land. The proposed allotments are denoted as Lot 1 and Lot 2.

Proposed Lot 1 will rely upon existing access from Wallace Street. A second crossover is located at the rear of the allotment that provides Lot 2 with access to Thorpe Street (Appendix 1).

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

- Lot 1: 506m²
- Lot 2: 506m²

4. STATUTORY ASSESSMENT PROCESS

4.1 Environmental Planning and Assessment Act 1979

4.1.1 Section 1.3 Objects

Comment: It is considered that the proposed development is consistent with relevant objects of the Act including:

The objects of this Act are as follows

(c) to promote the orderly and economic use and development of land

4.1.2 Section 4.14 Consultation and development consent – Certain bush fire prone land

Comment: The subject land is not identified as being subject to Bush Fire Risk on Council's Bush Fire Prone Land Map.

4.1.3 Section 4.15 Evaluation

Comment: The Act provides that in determining a development application, the following matters where relevant to the development are to be taken into consideration, namely:

(1) Matters for consideration - general

(a) the provisions of:

(i) any environmental planning instrument, and

(ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and

(iii) any development control plan, and

(iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and

(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),

that apply to the land to which the development application relates,

(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,

(c) the suitability of the site for the development,

(d) any submissions made in accordance with this Act or the regulations,

(e) the public interest.

In respect of the consideration of a Development Control Plan the Act provides as follows:

(3A) Development control plans

If a development control plan contains provisions that relate to the development that is the subject of a development application, the consent authority:

(a) if those provisions set standards with respect to an aspect of the development and the development application complies with those standards—is not to require more onerous standards with respect to that aspect of the development, and

(b) if those provisions set standards with respect to an aspect of the development and the development application does not comply with those standards—is to be flexible in applying those provisions and allow reasonable alternative solutions that achieve the objects of those standards for dealing with that aspect of the development, and

(c) may consider those provisions only in connection with the assessment of that development application.

In this subsection, standards include performance criteria.

4.1.4 Section 4.46 Integrated Development

Comment: The proposal is not regarded as an Integrated Development as defined by Section 4.46 of the Act requiring approval from any other relevant authority.

4.2 Town Planning Assessment

Assessment of the development proposal has been undertaken in respect to relevant considerations arising from Section 4.15 of the Environmental Planning and Assessment Act 1979 as follows:

4.2.1 (a)(i) Environmental Planning Instruments

State Environmental Planning Policies

Comment: There are a range of SEPP's that generally apply to the subject land. Of those that cover the property the following are considered to be of some relevance requiring more detailed response.

- **SEPP No 55 - Remediation of Land**

Comment: The subject land is not considered to be contaminated or likely to be contaminated and is not listed on Council's Contaminated Land Register. In accordance with Clause 7 of SEPP 55, the land is considered to be suitable in its current state for the purpose for which the development is proposed to be carried out.

- **SEPP (Exempt and Complying Development Codes) 2008**

Comment: The proposed development cannot be classed as exempt or complying development as it does not meet all of the development requirements.

- **State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017**

Comment: No vegetation is required to be removed from the property.

Greater Hume Local Environmental Plan 2012 (GHLEP 2012)

Part 1 Preliminary

Clause 1.2 Aims of Plan

Comment: The GHLEP 2012 is the principal environmental planning instrument within the City. The particular aims of this Plan include:

- (1) This Plan aims to make local environmental planning provisions for land in Greater Hume in accordance with the relevant standard environmental planning instrument under section 3.20 of the Act.
- (2) The particular aims of this Plan are as follows—
 - (aa) to protect and promote the use and development of land for arts and cultural activity, including music and other performance arts,
 - (a) to encourage sustainable economic growth and development in Greater Hume,
 - (b) to protect and retain productive agricultural land,
 - (c) to protect, conserve and enhance natural assets,
 - (d) to protect built and cultural heritage assets,
 - (e) to provide opportunities for the growth of townships.

The proposal is not inconsistent with these aims.

Clause 1.9A Suspension of covenants, agreements and instruments

Comment: Noted. The subject land is not affected by a s.88B Instrument.

Part 2 Permitted or prohibited development

Clause 2.3 Zone objectives & Land Use Table (development permissibility)

The subject land is zoned RU5 - Village Zone under GHLEP 2012. (Also see Appendix 4).

Objectives of the zone include:

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

Under GHLEP 2012 the proposed Two (2) Lot Torrens Title subdivision is permissible in the zone with consent.

Comment: The proposal is considered to be consistent with relevant zone objectives. There are no matters raised in respect of the proposal that could be considered to be inconsistent with the LEP. In particular it is considered that the proposal complies with the relevant development standards and decision guidelines of the Greater Hume Local Environmental Plan 2012 as follows:

Clause 2.6 Subdivision—consent requirements

Comment: The subject land may be subdivided, but only with development consent.

Clause 2.7 Demolition requires development consent

Comment: Not applicable.

Clause 2.8 Temporary use of land

Comment: Not applicable.

Part 3 Exempt and complying development

Provision	Comment
Clause 3.1 Exempt Development	Not applicable
Clause 3.2 Complying Development	Refer to previous discussion in relation to subdivision permissible within the RU5 Zone.
Clause 3.3 Environmentally sensitive areas excluded	Not Applicable. Not exempt of complying development.

Part 4 Principal development standards

Provision	Comment
Clause 4.1 Minimum subdivision lot size	The minimum lot size within the zone in this location is 600m ² . Subject to final survey, the proposal will result in two lots of 506m ² each of which does not comply with the minimum subdivision requirements under the provisions of the GHLEP 2012. Refer to Clause 4.6 and attached application to vary development standard.
Clause 4.1AA Minimum subdivision lot size for community title schemes	Not applicable

Provision	Comment
Clause 4.1A Minimum subdivision lot size for strata plan schemes in certain residential, rural and special purpose zones	<i>Not applicable.</i>
Clause 4.2 Rural Subdivision	<i>Not applicable</i>
Clause 4.2AA Exceptions to minimum lot sizes for certain rural subdivisions	<i>Not applicable</i>
Clause 4.2A Erection of dwelling houses and dual occupancies on land in certain rural and residential zones	<i>Not applicable</i>
Clause 4.3 Height of buildings	<i>Not adopted</i>
Clause 4.4 Floor Space Ratio	<i>Not adopted</i>
Clause 4.5 Calculation of floor space ratio and site area	<i>Not adopted</i>
Clause 4.6 Exceptions to development standards	<i>The proposed subdivision seeks to create allotments that do not satisfy the minimum allotment site area requirement of 600m². See attached Application to Vary a Development Standard.</i>

Part 5 Miscellaneous provisions

Provision	Comment
Clause 5.1 Relevant acquisition authority	<i>Noted</i>
Clause 5.2 Classification and reclassification of public land	<i>Noted</i>
Clause 5.3 Development near zone boundaries	<i>Not applicable</i>
Clause 5.4 Controls relating to permissible uses	<i>Not applicable</i>
Clause 5.5 Controls relating to secondary dwellings on land in a rural zone	<i>Not adopted</i>
Clause 5.6 Architectural roof features	<i>Not adopted</i>
Clause 5.7 Development below mean high water mark	<i>Not applicable</i>
Clause 5.8 Conversion of fire alarms	<i>Noted</i>
Clause 5.9 , 5.9AA	<i>Repealed</i>
Clause 5.10 Heritage conservation	<i>The site does not contain any known items of Environmental Heritage Significance.</i>
Clause 5.11 Bush fire hazard	<i>Noted</i>

Provision	Comment
reduction	
Clause 5.12 Infrastructure development and use of existing buildings of the Crown	<i>Noted</i>
Clause 5.13 Eco-tourist facilities	<i>Not applicable</i>
Clause 5.14 Siding Spring Observatory—maintaining dark sky	<i>Not adopted</i>
Clause 5.15 Defence communications facility	<i>Not adopted</i>
Clause 5.16 Subdivision of, or dwellings on, land in certain rural, residential or environmental protection zones	<i>Not applicable to RU5 – Village Zone</i>
Clause 5.17 Artificial waterbodies in environmentally sensitive areas in areas of operation of irrigation corporations	<i>Not applicable</i>
Clause 5.18 Intensive livestock agriculture	<i>Noted</i>
Clause 5.19 Pond-based, tank-based and oyster aquaculture	<i>Not applicable</i>
Clause 5.20 Standards that cannot be used to refuse consent – playing and performing music	<i>Not applicable</i>

Part 6 Additional local provisions

Provision	Comment
Clause 6.1 Earthworks	<i>Noted. No earthworks are required as a consequence of the subdivision proceeding.</i>
Clause 6.1A Flood Planning	<i>Not applicable. The subject land is not located in a flood hazard area.</i>
Clause 6.2 Terrestrial biodiversity	<i>Not applicable</i>
Clause 6.3 Riparian land and watercourses	<i>Not applicable</i>
Clause 6.4 Wetlands	<i>Not applicable</i>
Clause 6.5 Development on river front areas	<i>Noted</i>
Clause 6.6 Development on riverbeds and banks	<i>Noted</i>
Clause 6.7 Essential Services	<i>Complies. The subject land has suitable road access and is also connected to legal points of discharge. It also has access to water, sewer and services from existing assets currently available to the land.</i>

Schedules

Provision	Comment
Schedule 1 Additional permitted uses	Not applicable
Schedule 2 Exempt development	Not applicable
Schedule 3 Complying development	Noted.
Schedule 4 Classification and reclassification of public land	Not applicable.
Schedule 5 Environmental heritage	Noted
Schedule 6 Pond- based and tank based aquaculture	Not applicable

4.2.1 (a)(ii) Proposed instruments

Comment: There are a number of draft amendments to GHLEP 2012 that have been the subject of public consultation under the Act. While these draft amendments apply to land within Greater Hume Shire Council it is noted that none of these Amendments specifically change the provisions affecting the subject land.

4.2.1 (a)(iii) Any development control plan

Comment: The Greater Hume DCP 2012 applies to land within the township of Holbrook. Relevant to this Development Application are the following Parts of the DCP:

- Part 6 – Subdivision policy (Greater Hume DCP)

Part 6.0 – Subdivision

Comment: The following Table addresses the various subdivision issues as identified by the DCP.

Section 6 – Subdivision	
Provision / Objectives	Comment
6.1 - Staging <i>To ensure the timely and efficient release of urban land making provision for necessary infrastructure and sequencing.</i>	Not Applicable <ul style="list-style-type: none"> • No staging is required, as an such a staging plan is not provided in this application.
6.2 – Movement Network <i>To allow easy movement through and between neighbourhoods for all people.</i> <i>To provide safe and direct movement through and between neighbourhoods by pedestrians and cyclists.</i>	Complies. <ul style="list-style-type: none"> • The proposal relates to a Torrens Title Subdivision within an existing residential area that can readily rely on an existing local road network with adequate capacity. • The lots do not front to a main road, and each lot is provided with an existing legal access point to a public road. • There are no easements proposed to be installed as part of the subdivision.

Section 6 – Subdivision	
Provision / Objectives	Comment
<p>6.3 – Lot Design</p> <p><i>To provide lots with areas and dimensions suitable for the proposed use.</i></p> <p><i>To encourage lot design that will facilitate a high standard of subsequent development.</i></p>	<p><i>Complies.</i></p> <ul style="list-style-type: none"> • <i>The proposed lots will maintain existing legal and practical access to public roads (Wallace Street and Thorpe Street).</i> • <i>The lots proposed will be designed to accommodate the type of development envisioned for the zone. The allotments will be created for the purposes of residential dwellings, and are able to contain a rectangular building envelope measuring 10 metres by 15 metres.</i> • <i>The lots will be designed to maximise solar access.</i>
<p>6.4 – Infrastructure & Services</p> <p><i>To provide public utilities to each lot where possible.</i></p> <p><i>To design and implement infrastructure that minimises Council's ongoing maintenance burden.</i></p> <p><i>To minimise increases in stormwater run-off.</i></p>	<p><i>Complies.</i></p> <ul style="list-style-type: none"> • <i>The subdivision will achieve compliance with the Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards.</i> • <i>The subject land is already connected to the full range services with adequate spare capacity to accommodate a second lot, this includes connection to a reticulated potable water supply and reticulated sewer connections.</i> • <i>Adequate network capacities for electricity, natural gas and telephone services already exist.</i>
<p>6.5 - Hazards</p> <p><i>To minimise the risk to life and property from bushfire.</i></p> <p><i>To minimise the risk to life and property from flooding.</i></p> <p><i>To minimise the risk to health and property from land containing harmful contaminants.</i></p>	<p><i>Complies.</i></p> <ul style="list-style-type: none"> • <i>The subject land is not located on land mapped as bushfire prone or on land considered by Council to potentially be subject to flooding. The subject land has been used for residential purposes, and is not land that has been previously used for a contaminating activity.</i>
<p>6.6 – Site Management</p> <p><i>To protect drainage infrastructure and receiving waters from sedimentation and contamination.</i></p>	<p><i>Complies.</i></p> <ul style="list-style-type: none"> • <i>The proposed subdivision complies with the requirements of the Greater Hume Shire Engineering Guidelines for Subdivisions and Development Standards, and can satisfactorily comply with the Soil</i>

Section 6 – Subdivision	
Provision / Objectives	Comment
<p>To protect the site and surrounding area from environmental degradation or nuisance prior to and during construction of subdivision works.</p> <p>To encourage the re-use of materials from the site and recycled materials in the construction of subdivisions where practicable.</p>	<p>and Water Management Guidelines for Subdivisions- Albury, Wodonga & Hume Councils.</p> <ul style="list-style-type: none"> The subdivision proposal will not incorporate any building work to facilitate the re-use of materials from the site.

4.2.1 (a)(iia) Any Planning Agreements

Comment: No planning agreements apply.

4.2.1 (a)(iv) The regulations

Comment: The regulations have been considered in the assessment of this application. It is considered that the application is consistent with the objectives of the regulations.

4.2.2 (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.

Comment: There will be no adverse impacts on either the natural and built environments as a consequence of approval of this subdivision proposal. The subdivision layout will have little or no consequences on adjoining properties or the immediate neighbourhood. The land is adequately serviced to an appropriate standard.

Refer also to Statement of Environmental Effects. It is submitted that the land does not provide significant habitat that would necessitate a flora and fauna assessment in respect of the proposed subdivision.

From an analysis of relevant sections of the Greater Hume Local Environmental Plan 2012 it is clear that the proposal is not inconsistent with the LEP.

4.2.3 (c) The suitability of the site for the development

Comment: Refer to above discussion. The subject land is suitable for future residential development and represents an appropriate outcome for the site.

4.2.4 (d) any submissions made in accordance with this Act or the regulations,

Comment: This matter will be dealt with by Council as a part of the due process.

4.2.5 (e) The public interest.

Comment: It is contended that there is nothing contrary to the public interest that would prevent Council making a favourable determination in this matter. No detrimental issues exist in relation to the public - private land interface, including road frontage to the road network.

5. STATEMENT OF ENVIRONMENTAL EFFECTS

Clause 2(1)(c) of Part 1 of Schedule 1 to the Environmental Planning and Assessment Regulation 2000 provides that a statement of environmental effects must accompany a development application.

Subclause 2(4) specifies the matters to be addressed in a statement of environmental effects as follows:

- (a) *the environmental impacts of the development,*
- (b) *how the environmental impacts of the development have been identified,*
- (c) *the steps taken to protect the environment or to lessen the expected harm to the environment,*
- (d) *any matters required to be indicated by any guidelines issued by the Director-General for the purpose of this clause.*

It is noted that there are no guidelines issued by the Director-General applicable to this proposal.

5.1 Impact Identification

The following assessment of impacts associated with the proposed development, have been identified by way of site analysis and consideration of Council Planning instruments and policy.

The development is considered to have the following environmental effects.

- **Context and siting** – *Satisfactory. The proposed two lot Torrens title subdivision is considered to be consistent with the overall residential layout of the immediate locality. Each proposed lot will provide access to Wallace Street and Thorpe Street respectively, and are of an appropriate site area to accommodate any future development.*
- The proposal has been designed to allow for a future dwelling development on current residential land. The design seeks to make the best use of the given road frontages and are unlikely to have any detrimental effects to future development outcomes for the locality.*
- **Design** – *Satisfactory. The design response of the Torrens Title subdivision is considered to be responsive to the rectangular shape of the allotment and site context.*
 - **Environmental Impacts** – *Satisfactory. It is evident that there are no elements of critical habitat that will be impacted upon nor will the proposal impact upon any threatened species, populations or ecological communities, or their habitats.*
 - **Natural Environment** – *Satisfactory. The development will not adversely impact upon the landscape setting and/or native vegetation.*
 - **Built Environment** – *Satisfactory. As previously noted the proposed subdivision layout is considered to be commensurate with the intended use of the land for future residential purposes.*
 - **Social & Economic Impacts** – *Satisfactory. The proposal will promote ongoing investment and opportunity within the Greater Hume Shire LGA.*
 - **Amenity** – *Satisfactory. It is submitted that there will be no adverse impact upon the amenity of the locality. The subject land is within an existing residential area that contains a variety of residential lot sizes. It is not considered that the proposed*

subdivision will impact the amenity of existing or likely future residences in terms of impingement of views, traffic or loss of privacy. The subdivision of the land will facilitate future residential development and use that will ultimately complement the neighbourhood.

- **Hazardous Materials** – Satisfactory. No issues raised.
- **Access & Traffic** – Satisfactory. It is not anticipated that the subdivision layout will cause undue disruption to traffic and/or movements to the wider road network. The design layout will ensure that access ways front the public realm to ensure safety and security.
- **Noise** – Satisfactory. No additional noise anticipated within the locality over and above existing background levels.
- **Waste** – Satisfactory. Any waste generated by occupation of any future dwellings will be expected to be commensurate with normal household levels and will be removed under Council's normal kerbside arrangements.
- **Heritage** – Not applicable. The site is not subject to any heritage conservation provisions.
- **Aboriginal Cultural Heritage** – Satisfactory. No known items identified on the subject land.
- **Bushfire Hazard**: - Not applicable. The land is not identified as being bush fire prone.
- **Water Quality & Stormwater** – Satisfactory. The site discharges to a legal point to Council's satisfaction.
- **Soils** – Satisfactory. No issues raised
- **Flora & Fauna** – Satisfactory. No issues raised.
- **Utilities** – Satisfactory. The site is already connected to all required services.
- **Safe Design** – Satisfactory. The design response will provide for an active street frontage. Lot sizes will facilitate landscaping that allows for view corridors and clear sight lines. The lots will also be of sufficient width to provide opportunity for future dwellings that can readily overlook the public realm, maximising the opportunity for casual surveillance.

5.2 Impact Minimisation

Comment: No adverse impacts are identified that would preclude approval of the application subject to appropriate conditions.

6. CONCLUDING COMMENTS

The proposal is seen as a relatively straight forward planning proposal that is consistent with relevant aspects of the Greater Hume LEP 2012 and DCP 2013 and as further supported by the Application to vary the minimum lots size provision relevant to the subject land.

In summary it is submitted that the proposal represents an orderly planning outcome that seeks to create two (2) residential lots by way of a Torrens title subdivision.

The proposal will not adversely impact on existing streetscape and/or neighbourhood character and otherwise represents an outcome consistent with site context and land use arrangements within the locality.

AMY MORDEN MPlA
SENIOR PLANNER
01 July 2021
EDM Ref: 21004300

APPENDIX 1

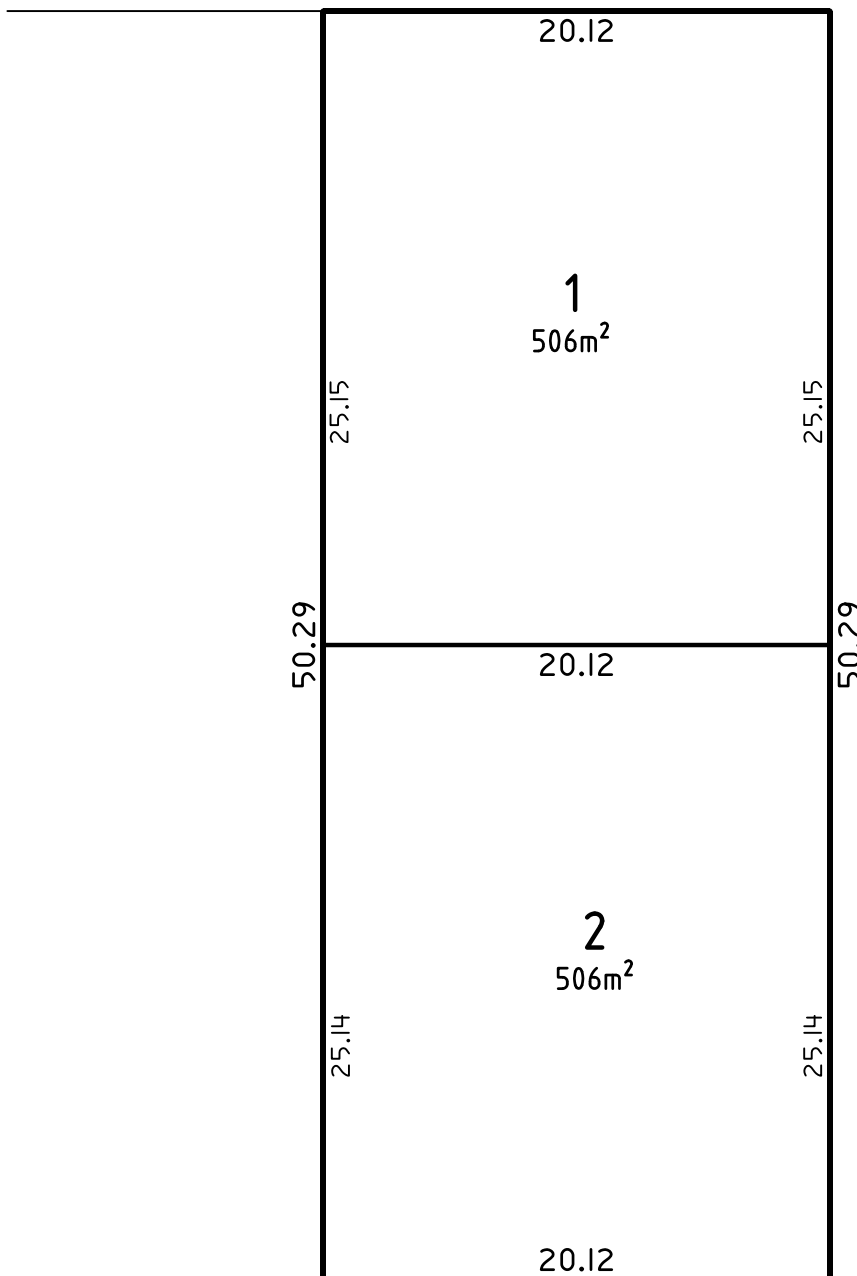
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PROPOSE PLAN OF SUBDIVISION
LOT 15 DP4045
60 WALLACE STREET
HOLBROOK 2644

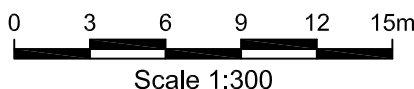
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APPENDIX 2

SITE CONTEXT & DESIGN RESPONSE

WALLACE STREET

THORPE STREET



Lot 15
DP4045
1012m²

SITE CONTEXT PLAN
LOT 15 DP4045
60 WALLACE STREET
HOLBROOK 2644

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WALLACE STREET

THORPE STREET

DESIGN RESPONSE
LOT 15 DP4045
60 WALLACE STREET
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1
506m²

2
506m²

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APPENDIX 3

TITLE PARTICULARS



FOLIO: 15/4045

SEARCH DATE	TIME	EDITION NO	DATE
21/6/2021	9:58 AM	3	9/9/2018

NO CERTIFICATE OF TITLE HAS ISSUED FOR THE CURRENT EDITION OF THIS FOLIO.
CONTROL OF THE RIGHT TO DEAL IS HELD BY NATIONAL AUSTRALIA BANK LIMITED.

LAND

LOT 15 IN DEPOSITED PLAN 4045
LOCAL GOVERNMENT AREA GREATER HUME SHIRE
PARISH OF HOLBROOK COUNTY OF GOULBURN
TITLE DIAGRAM DP4045

FIRST SCHEDULE

PAUL KEVIN SPOKES
MARGARET ROSE SPOKES
AS JOINT TENANTS (T 6457561)

SECOND SCHEDULE (2 NOTIFICATIONS)

- 1 RESERVATIONS AND CONDITIONS IN THE CROWN GRANT(S)
- 2 AD307428 MORTGAGE TO NATIONAL AUSTRALIA BANK LIMITED

NOTATIONS

UNREGISTERED DEALINGS: NIL

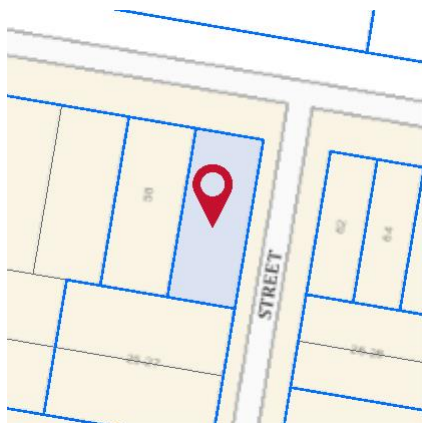
*** END OF SEARCH ***

APPENDIX 4

PROPERTY REPORT

Property Report

60 WALLACE STREET HOLBROOK 2644



Property Details

Address: 60 WALLACE STREET HOLBROOK 2644
 Lot/Section /Plan No: 15/-/DP4045
 Council: GREATER HUME SHIRE COUNCIL

Summary of planning controls

Planning controls held within the Planning Database are summarised below. The property may be affected by additional planning controls not outlined in this report. Please contact your council for more information.

Local Environmental Plans	Greater Hume Local Environmental Plan 2012 (pub. 12-10-2012)
Land Zoning	RU5 - Village: (pub. 12-10-2012)
Height Of Building	NA
Floor Space Ratio	NA
Minimum Lot Size	600 m ²
Heritage	NA
Land Reservation Acquisition	NA
Foreshore Building Line	NA

Detailed planning information

State Environmental Planning Policies which apply to this property

State Environmental Planning Policies can specify planning controls for certain areas and/or types of development. They can also identify the development assessment system that applies and the type of environmental assessment that is required.

This report provides general information only and does not replace a Section 10.7 Certificate (formerly Section 149)

Property Report

60 WALLACE STREET HOLBROOK 2644

- State Environmental Planning Policy (Affordable Rental Housing) 2009: Land Application (pub. 31-7-2009)
- State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004: Land Application (pub. 25-6-2004)
- State Environmental Planning Policy (Concurrences and Consents) 2018: Land Application (pub. 21-12-2018)
- State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017: Land Application (pub. 1-9-2017)
- State Environmental Planning Policy (Exempt and Complying Development Codes) 2008: Land Application (pub. 12-12-2008)
- State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004: Land Application (pub. 31-3-2004)
- State Environmental Planning Policy (Infrastructure) 2007: Land Application (pub. 21-12-2007)
- State Environmental Planning Policy (Mining, Petroleum Production and Extractive Industries) 2007: Land Application (pub. 16-2-2007)
- State Environmental Planning Policy (Primary Production and Rural Development) 2019: Land Application (pub. 28-2-2019)
- State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017: Subject Land (pub. 25-8-2017)
- State Environmental Planning Policy No 21—Caravan Parks: Land Application (pub. 24-4-1992)
- State Environmental Planning Policy No 33—Hazardous and Offensive Development: Land Application (pub. 13-3-1992)
- State Environmental Planning Policy No 36—Manufactured Home Estates: Land Application (pub. 16-7-1993)
- State Environmental Planning Policy No 50—Canal Estate Development: Land Application (pub. 10-11-1997)
- State Environmental Planning Policy No 55—Remediation of Land: Land Application (pub. 28-8-1998)
- State Environmental Planning Policy No 64—Advertising and Signage: Land Application (pub. 16-3-2001)
- State Environmental Planning Policy No 65—Design Quality of Residential Apartment Development: Land Application (pub. 26-7-2002)

This report provides general information only and does not replace a Section 10.7 Certificate (formerly Section 149)

Property Report

60 WALLACE STREET HOLBROOK 2644

Other matters affecting the property

Information held in the Planning Database about other matters affecting the property appears below. The property may also be affected by additional planning controls not outlined in this report. Please speak to your council for more information

Land near Electrical Infrastructure	This property may be located near electrical infrastructure and could be subject to requirements listed under ISEPP Clause 45. Please contact Essential Energy for more information.
Local Aboriginal Land Council	ALBURY AND DISTRICT
Regional Plan Boundary	Riverina Murray

This report provides general information only and does not replace a Section 10.7 Certificate (formerly Section 149)



**Clause 4.6 Application for
Variation to Development Standard**

2 Lot Torrens Title Subdivision

**Lot 15 DP4045
60 Wallace Street
HOLBROOK**



This Report has been prepared for:

Paul Spokes

C/- EDM Group
PO Box 317
WODONGA 3689

This Report has been prepared by:

EDM Group

99 Hume Street Wodonga VIC 3690
P.O. Box 317 Wodonga 3689
Phone: (02) 6057 8578
www.edmgroup.com.au



Planning
Institute
Australia

EDM Ref No 21004300
Date: 01 July 2021

Environment Design Management

Town Planning Surveying Engineering Environmental Planning Building Design Project Management

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1. INTRODUCTION

This application for a Variation to the Development Standard (Clause 4.6) is prepared on behalf of the landowner for the Development Application seeking consent for a proposed 2 Lot Torrens Title Subdivision of land located at 60 Wallace Street, Holbrook. The development proposal is prepared in reference to the development standard set at Clause 4.1(2) of the Greater Hume LEP and is implemented to ensure appropriate and sensitive development of the Greater Hume Shire.

This Clause 4.6 Variation has been prepared to accompany a development application and seeks to justify why a variation to the relevant development standard should be considered. Compliance with the development standard is required to ensure that the objectives of the LEP are achieved.

2. IN WHAT FORM SHOULD A CLAUSE 4.6 VARIATION BE SUBMITTED TO COUNCIL?

A Clause 4.6 Variation must be in the form of a document accompanying a development application. It must clearly state that it is a variation made under the provisions of Clause 4.6 of the GHLEP2012.

It must demonstrate:

- 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 justifying contravening the development standard; and
- c) that the proposed development will be in the public interest; and
- d) whether the contravention of the development standard raises any matter of significance for state or regional planning; and
- e) the public benefit of maintaining the development standard.

This is best demonstrated by Clause 4.6 Variations being prepared on the following format:

2.1 What is the name of the environmental planning instrument that applies to the land?

Greater Hume Local Environmental Plan 2012.

2.2 What is the zoning of the land and what are the objectives of the zone?

The proposed subdivision of land is located within the RU5 Village Zone. The objectives of the RU 5 Village Zone are as follows:

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

2.3 Identify the Development Standard to which this Clause 4.6 Variation applies?

Clause 4.1(2) - Minimum subdivision lot size. The relevant Lot Size Map for the subject land requires a minimum site area of 600m² for each allotment.

2.4 What are the objectives of the development standard?

The objective of the development standard with regard to minimum lot size is:

(a) to ensure land use and development is undertaken on appropriately sized parcels of land consistent with the objectives of the relevant zone.

2.5 What is the numeric value of the development standard in the environmental planning instrument?

RU5 Village Zone requires lots to be a minimum of 600m².

2.6 How do the existing and proposed numeric values relate to the development standard? What is the percentage variation (between your proposal and the environmental planning instrument)?

Lot Area			
Current Lot size (m ²)	Lot minimum site area requirement under GHLEP2012	Proposed Site Area %	Percentage Variation
1012m ² total site area	600m ² each allotment	Lots 1 & 2: 84% (506m ²)	Lots 1 & 2: 16% (94m ²)

2.7 How is compliance with the development standard unreasonable or unnecessary in the circumstances of this particular case?

Case law finds that there are five (5) tests that can be applied to demonstrate compliance with the development standard notwithstanding that the minimum site areas for Lots 1 and 2 are not met. The departure from the development standard is discussed in the context of the five tests as below:

Test 1: The objectives of the standard are achieved notwithstanding non-compliance with the standard: (Answer below in Section 2.8)

COMMENT: Despite the proposal not meeting the prescriptive numerical control of the development standard, the objectives of the standard are demonstrated to be achieved in Section 2.8 below.

Test 2: The underlying object or purpose of the standard is not relevant to the development and compliance is unnecessary:

COMMENT: Apart from the underlying object at Clause 4.1(1) of the GHLEP 2012, there are also supporting objectives as expressed in Part 6.3 of the Greater Hume DCP in respect of Lot Design as follows:

- *To provide lots with areas and dimensions suitable for the proposed use.*
- *To encourage lot design that will facilitate a high standard of subsequent development.*

In this instance it is contended that the variation sought will result in a development outcome consistent with the RU5 Zone objectives and will not be at odds with the underlying objectives of the DCP. Further it is submitted that having regard to the site context that compliance is unnecessary in the circumstances.

Test 3: The underlying object or purpose would be defeated or thwarted if compliance was required and therefore compliance is unreasonable:

COMMENT: The variation sought will not defeat or thwart the underlying purposes of the minimum lot size provisions as discussed above. The subject land is situated within a Village zone where the purposes of the zone include:

- *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 will not result in a development outcome that will set an undesirable precedent within the context of Holbrook.

Test 4: The development standard has been virtually abandoned or destroyed by the council's own actions in granting consents departing from the standard and hence compliance with the standard is unnecessary and unreasonable:

COMMENT: Not applicable in this case

Test 5: The compliance with the development standard is unreasonable or inappropriate due to existing use of land and current environmental character of the particular parcel of land. That is, the particular parcel of land should not have been included in the zone:

COMMENT: Not applicable in this case. Council has made the decision to include all of the village area within the Lot Size map under the provisions of the GHLEP 2012.

2.8 Are there sufficient environmental planning grounds to justify contravening the development standard?

COMMENT: Although the proposed Lots 1 and 2 do not satisfy the development standard for minimum 600m² allotments, the creation of two lots at 506m² each is considered to be consistent with that of the prevailing mixed settlement pattern of Holbrook. It is the case that residential allotments in the locality vary in size and shape with much of the existing layout created many years before the introduction of the GHLEP 2012.

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 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 506m² satisfactorily achieve these objectives.

2.9 Is the proposed development, despite the contravention to the development standard, in the public interest?

COMMENT: The proposed 2 lot subdivision allows for the development of valuable residential land capable of achieving the overarching objectives of the Zone. As previously noted above, these objectives are to provide for a range of land uses, services and facilities that are associated with a rural village, and to protect the amenity of residents. The RU5 Village Zone is designed to facilitate a range of lot sizes that support a variety of dwelling types that contribute to the village 'amenity'.

The proposed allotment allows for greater infill of the residential streetscape and contributes to the economic vitality of the community.

3. CONCLUDING COMMENTS

Having regard to the above it is submitted that compliance with the minimum lot size provisions in this instance would be both unreasonable and unnecessary in the circumstances. As noted with the accompanying Planning Report and Statement of Environmental Effects the proposal is otherwise seen as a relatively straight forward planning proposal that is consistent with relevant aspects of the Greater Hume LEP 2012 and DCP 2013.

In summary it is submitted that the proposal represents an orderly planning outcome that seeks to create two (2) residential lots by way of a Torrens title subdivision.

The proposal will not adversely impact on existing streetscape and/or neighbourhood character and otherwise represents an outcome consistent with site context and land use arrangements within the locality.

**AMY MORDEN MPIA
SENIOR PLANNER
01 July 2021
EDM Ref: 21004300**

ANNEXURE 2 - INTERIM BUDGET REVIEW

Community Engagement Strategy

PROJECT OVERVIEW

Project Name	Community Strategic Plan Review 2021
Engagement Plan Author	David Smith
Date of Engagement Plan	3 August 2021
Project Overview	<p>Under the NSW Local Government Act 1993 every local council must have a Community Strategic Plan (CSP). The CSP must extend for a minimum of 10 years and must be reviewed every four years (in the year of the local government elections). Under the Act, the CSP will be accompanied by a resourcing strategy, a community engagement strategy, a four-year Delivery Program and a one-year Operational Plan.</p> <p>The CSP is a community plan, not a council plan, and therefore achievement of the strategic actions is not the sole responsibility of GHC. A number of external agencies and stakeholders also have carriage of the strategic actions and targets.</p> <p>The current CSP reflects the 2030 vision for Greater Hume Council which was first developed in 2009 by Council and community leaders. It is now time to review this plan to extend its community vision for a minimum of ten year ahead of the Councillors election later this year.</p> <p>Ordinarily this review would have been conducted one year ago, however due to the COVID-19 pandemic the previous plan was extended by one year.</p>
Overarching project goal or objective (s)	<ul style="list-style-type: none"> • To effectively engage the community to develop a collective vision for the future of Greater Hume. This plan will be developed in consideration of the quadruple bottom line (Social, Environmental, Economic and Civic Leadership) and will identify actions and outcomes to achieve community aspirations. • To address the following four key questions for the community: <ul style="list-style-type: none"> ○ Where are we now? ○ Where do we want to be in ten years' time? ○ How will we get there? ○ How will we know when we have arrived?
Key Issues (current and historical) that may have an impact on this project	<ul style="list-style-type: none"> • Shifting the focus of community members away from immediate issues and instead focussing on a broader future vision for the community. • The impact of the COVID-19 pandemic may have significantly changed community priorities.
Stakeholder Engagement Objective(s) What information is required? How will it be used?	<ul style="list-style-type: none"> • To effectively engage the community in the development and review of Greater Hume's Community Strategic Plan based on the social justice principles of equity, access, participation and rights.

Community Engagement Strategy 2021 Community Strategic Plan

<p>What outcomes are sought through this engagement?</p>	<ul style="list-style-type: none"> To reach as many members of the Greater Hume community, community groups and agencies as possible to consult regarding new priorities for the future of Greater Hume. To identify and meet with relevant stakeholders and agencies to identify new strategic actions. To engage specific target groups of hard to reach community members. To ensure local, regional and state priorities are considered in the development of the CSP. 	
<p>Key messages These are the core messages you want your target audience to hear and remember</p>	<ul style="list-style-type: none"> We are developing a new CSP that reflects a shared vision for the future of Greater Hume. This is not a Council plan, it is a community plan, with carriage of the deliverables shared across multiple agencies and the community. Focus on thinking long-term to capture big-picture, visionary ideas. What do you 'love' about living in Greater Hume? What can we do to make it better? 	
<p>List of all stakeholders:</p>	<p>External Community Stakeholders</p>	<p>Internal Greater Hume Stakeholders</p>
	<p>A comprehensive external stakeholder list has been included in Appendix 1.</p>	<ul style="list-style-type: none"> Greater Hume Councillors Greater Hume Executive Greater Hume Staff from all Service Departments
<p>Timeline: key dates</p>	<p>Refer to implementation schedule</p>	
<p>Level of Engagement (IAP2 Spectrum) Describe for each of the levels that apply</p>	<p>INFORM:</p> <ul style="list-style-type: none"> Regarding the requirement to develop a new CSP and the opportunity to have a say. Regarding the achievements in <i>Live a Greater Life 2030</i>. Regarding Council adoption and any revision to the CSP. <p>CONSULT:</p> <ul style="list-style-type: none"> Regarding new outcomes, strategic actions and targets. <p>COLLABORATE:</p> <ul style="list-style-type: none"> Partner with the community to establish priorities and develop a collective vision for the future of Greater Hume. 	
<p>Likelihood of media interest Unlikely, Possibly, Likely or Very likely, and why?</p>	<p>This is a major review of the strategic direction for Greater Hume with moderate media interest expected throughout the consultation process and in the final draft CSP.</p>	
<p>Risk assessment</p>	<p>Key risks identified</p>	<p>Mitigations</p>
	<p>Key stakeholder(s) are not identified in the engagement process</p>	<p>Share community engagement plan and stakeholder list with Service Leaders for feedback to ensure all relevant stakeholders have been considered.</p>
<p>Engagement methods are not accessible to certain cohorts of the community.</p>	<p>Develop and present materials in multiple formats to ensure accessibility. Seek feedback</p>	

Community Engagement Strategy 2021 Community Strategic Plan

		from hard to reach cohorts regarding preferred mode of communication.
	Lack of community interest in participating in the engagement process.	Implement diverse and innovative engagement strategies that encourage participation from all stakeholders. Emphasise/case study the importance the CSP plays in shaping council decision making.
Budget and resources Estimated budget for engagement (or indicate if covered under overall Project budget)	\$15,000	
What internal staff, venues are materials required?	<p>Staff</p> <ul style="list-style-type: none"> • Subject matter experts from all service areas <p>Venues (may be required)</p> <ul style="list-style-type: none"> • Customer Service Centres x 5 • Holbrook Library Meeting Room • Culcairn Council Chambers • Public Halls (potentially) <p>Materials</p> <ul style="list-style-type: none"> • Multimedia equipment • Stationary • Video conferencing facilities for Zoom meetings 	
Is external staff support required?	<ul style="list-style-type: none"> • Consultant Karen Legge in relation to IP&R process 	
Evaluation Criteria List the criteria to use to evaluate success of this engagement activity	<ul style="list-style-type: none"> • The number of groups, agencies and individuals consulted and the amount of feedback provided. • The number of survey responses. <ul style="list-style-type: none"> ○ An evaluation question will be included in the survey. • The level of attendance at drop-in sessions and workshops. <ul style="list-style-type: none"> ○ Evaluation forms will be distributed during workshops. • The level of feedback received from hard to reach stakeholder cohorts. • An internal review between staff involved in the project. 	

ENGAGEMENT TECHNIQUES AND DELIVERABLES

ENGAGEMENT TECHNIQUES AND DELIVERABLES	
Techniques/Deliverables	Relevant stakeholders
Major project page – GHC website <ul style="list-style-type: none"> Page to introduce the project, house resources and an opportunity for community to subscribe to updates. 	General public
Have your Say – GHC website <ul style="list-style-type: none"> Consultation page for the community to access information about community engagement opportunities, access resources and link to survey and ideas wall. 	General public
Border Mail – Public Notices <ul style="list-style-type: none"> Public notices in the Border Mail to advise the community of engagement opportunities. 	General public
News from GHC (Town newsletters) <ul style="list-style-type: none"> Inclusion of information about the development of the CSP and engagement opportunities throughout the consultation period. 	General public
eDM to subscribers <ul style="list-style-type: none"> eDM's to the Community Engagement Group and specific subscriber group for the Community Strategic Plan updates as it become available. 	General public
Listening posts <ul style="list-style-type: none"> Pop-up stalls to allow community to provide feedback on the spot to GHC Council, MANEX and key managers: <ul style="list-style-type: none"> Culcairn - Foodworks Henty - Dales IGA Holbrook - Newsagency Jindera – IGA Walla Walla - Post Office / Coffee Shop/s 5 x ½ days, 10am – 1pm / 2pm to 5pm on 14-15, 21-22 October Materials required include whiteboard, post it notes, table, 4 x Chairs, GHC table cloth Marketing materials specific to each town, highlighting Council achievements over past 3-4 years (A2 size poster); coffee voucher for GHC participating coffee vendors. 	General public
Social media <ul style="list-style-type: none"> All GHC social media platforms will be used to share information, promote engagement opportunities and provide updates to the community. Social media comments/suggestions will be considered as part of the consultation. 	General public
External meetings with key stakeholders <ul style="list-style-type: none"> A combination of individual and group stakeholder meetings to ensure a comprehensive cross-section of society is reached and has an opportunity to contribute to the development of a shared vision. 	All
Council workshop <ul style="list-style-type: none"> Workshop with councillors to review community feedback, recommended outcomes and actions and further contribute to the development of the CSP. 	Greater Hume Councillors

IMPLEMENTATION SCHEDULE

Prepare a schedule considering the following points:

- By what date do you need to make a final decision?
- Do you have enough time for the stakeholder engagement process?
- Are there timeframes stipulated by legislation for the stakeholder engagement?
- Consider dates and events such as school holidays, public holidays, community events, etc. Engagement in December and January can be problematic.

Implementation Schedule			
Task	Stakeholders	When	Responsibility
Preparation of council report to endorse the Community Engagement Strategy	Greater Hume Councillors	August 2021	David / Steve
Development of GHC website content – Major project and Have your Say pages and establish subscription function	All	August 2021	Kerrie
Public notice in Border Mail advising of consultation	General Public	September 2021	Steph
Inclusion of consultation information in News from GHC	General public	In line with Community newsletter deadlines: September 2021 November 2021	Steph / Kerrie
eDMs to subscription list and Community Engagement Group	General public	September 2021 – November 2021	Kerrie / Steph
Development of social media content	General public	September 2021	Kerrie / Steph
Listening posts held across the LGA	General public	October 2021	Steve / David
Individual stakeholder meetings	All	August – November 2021	MANEX
Development of draft strategic actions based on community consultations	All	November 2021	David / Steph
Councillor consultation workshop	Greater Hume Councillors	December 2021	Steve / David
Draft CSP to council	Greater Hume Councillors	January 2022	Steve / David
Public Exhibition of draft CSP (inc website, social media and community newsletters.)	All	January - February 2022	Steph / Kerrie
Public Notice in Border Mail advising of Public Exhibition	General public	January 2022 <i>Post council meeting</i>	Steph

Implementation Schedule			
Task	Stakeholders	When	Responsibility
Consideration of submissions	All	February 2022	MANEX
Final plan submitted to Council for adoption	Greater Hume Councillors	March 2022	Steve / David
Development of Community Engagement Report	All	May 2022	David

EVALUATION OF THE ENGAGEMENT PROCESS

At the conclusion of the engagement activity (either internal or external), review the process. Consider the following questions and complete the table below:

Evaluation of the process	<p>Key questions:</p> <ul style="list-style-type: none"> • Did you identify the correct stakeholders? • Were their needs met? • Were the correct techniques / deliverables used and were they implemented correctly? • Was the activity responsive and inclusive to the needs of all participants? • What was most and least effective? Why?
	Describe
Evaluation of the outcome	<p>Key questions:</p> <ul style="list-style-type: none"> • What was the result of the engagement? Did the activity achieve the desired outcomes? • How many people did it reach? • Were the community / stakeholders satisfied? • What was the stakeholder impact on the decision process and final decision? • What are the lessons learned and areas of improvement?
	Describe

STEP 6. Close the loop. This is important for both internal staff and the external community.

Let the people you engaged know the final outcome of your engagement activity.

When complete, summarise how you closed the loop in the space provided.

For Internal employees:

- Summarise the main findings of your stakeholder engagement
- Determine the best method for advising staff and use this to inform of your findings / outcomes. If required, refer to Greater Hume Council Communications Strategy for methods to best communicate with staff.

For External community and other stakeholders

Community Engagement Strategy 2021 Community Strategic Plan

- Summarise the main findings of your stakeholder engagement.
-
- Liaise with the Communications team to place the summary back on 'Have a Say' under '**past items**'.

'Close the loop' methods undertaken
What did you do to close the loop of your engagement activity?

Appendix 1 – External stakeholder list

Business Stakeholders

- Greater Hume Business operators
- Australian Industry Group
- NSW Business Chamber – Riverina Murray Advisory Council

Land/Development

- Regional Development Australia Murray
- Regional Development Australia Riverina
- Regional Activators Alliance

Environment

- Local Land Services
- HalveWaste
- Murray Landcare Network
- Wirramina
- National Parks & Wildlife

Transport

- CountryLink Rail
- Australian Rail Track Corporation
- Local bus companies
- Regional Bus Service
- Private transport operators
- Trucking companies
- Regional Development Committee - TfNSW

Utilities

- NBN Co
- Essential Energy
- Utility providers
- Riverina Water
- APA Group

Aboriginal and Torres Strait Islander People

- Albury Local Aboriginal Land Council

Culturally and Linguistically Diverse

- Welcoming Cities
- Multicultural NSW Regional Advisory Committee

Young people

- Youth Council
- LGNSW Youth Action Group
- Work Inspiration Day

Aged community

- Aged care facilities and providers (UPA, Lutheran Aged Care re: website)

Community services

- Employment agencies - Sureway
- Holbrook / Henty Meals on Wheels
- St Vincent de Paul / Anglicare / Uniting Care
- Volunteer Resource Bureau
- Intereach
- Border Domestic Violence Network

State Government

- Office of Environment and Heritage
- Transport for NSW
- NSW Department of Planning
- NSW Office of Water
- NSW Health
- NSW Department of Industry
- Environmental Protection Authority
- NSW Department of Industry – Lands
- NSW Department of Primary Industry – Crown Lands
- NSW Department of Primary Industry – NSW Agriculture
- NSW Department of Education
- NSW Police
- NSW Department of Communities and Justice
- Department of Sport and Recreation
- Community Relations Commission
- Local Member of Parliament

Federal Government

- Murray Darling Basin Authority
- Centrelink
- Job Services Australia
- Local Member of Parliament

Local Government

- Other regional councils
- Regional Joint Organisation of Councils
- Riverina and Murray Joint Organisation (RAMJO)
- Albury Wodonga Regional Deal

Tourism

- Murray Regional Tourism
- Destination NSW
- Major Event organisers
- Destination Riverina Murray
- Tourism businesses

Arts/Culture

- Cultural industry
- Historical Society
- Murray Arts
- Cultural industry professionals

- LGNSW Museum Managers Group
- Museums Australia Murray Network

Leisure/Sporting Groups

- Leisure/Social Groups including gyms
- Sporting Groups

Health

- Albury Wodonga Health
- Murrumbidgee Local Health District
- General practitioners
- Albury Community Health
- Hospitals
- Murray Public Health Network

Education

- Early Childhood Educators
- Primary Schools
- Secondary Schools
- NSW Tafe
- Charles Sturt / LaTrobe
- Preschools

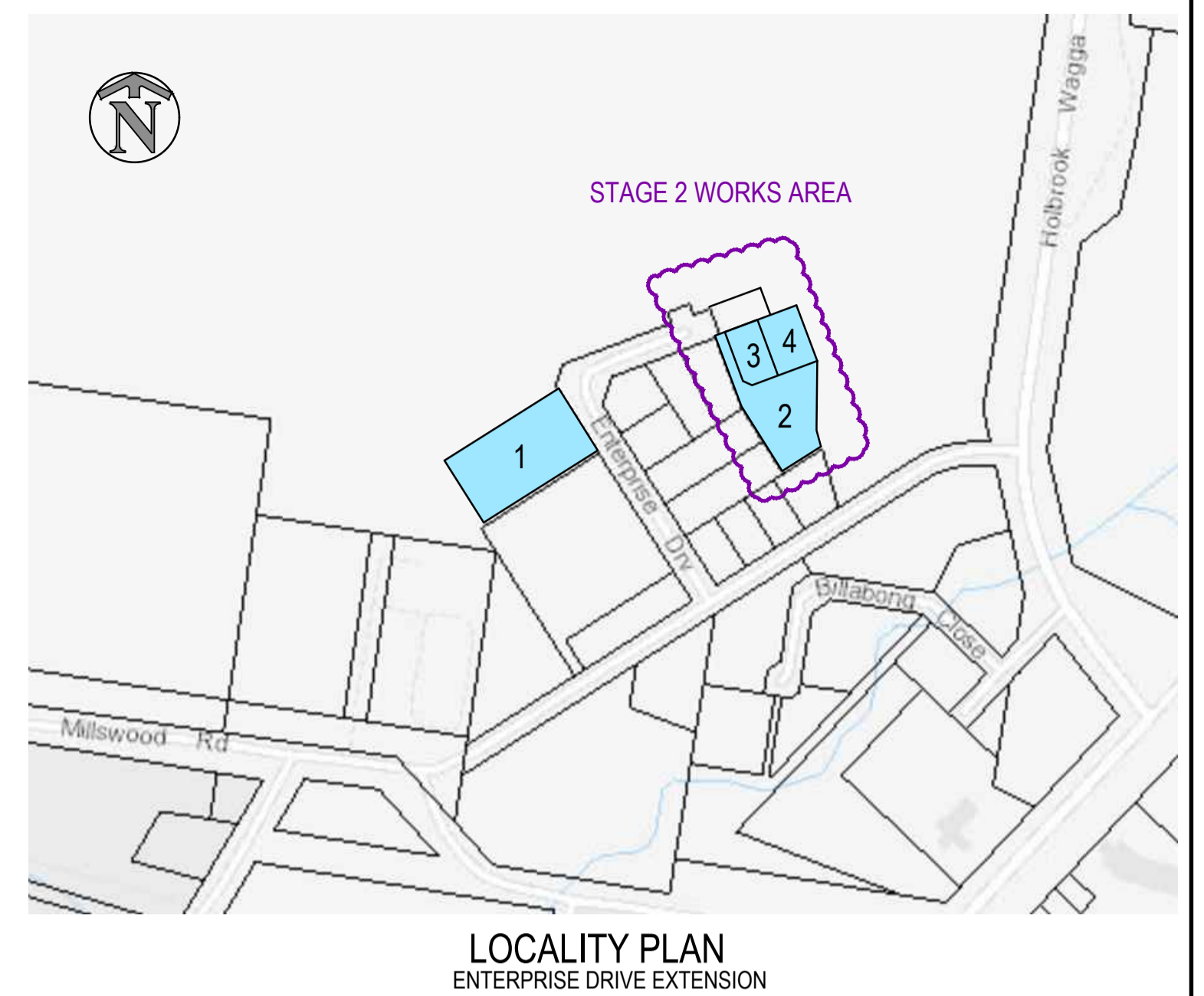
Emergency Services

- Youth Emergency Services
- Rural Fire Service & Brigades
- State Emergency Services
- NSW Ambulance
- NSW Fire Brigade
- Local Emergency Management Committee
- REMO

Community Groups

- Church, spiritual groups and their affiliated organisations
- Service clubs
- Section 355 Committees

INDUSTRIAL SUBDIVISION - HOLBROOK - ENTERPRISE DRIVE



NOTES

GENERAL

- ALL WORK SHALL BE CARRIED OUT IN ACCORDANCE WITH GREATER HUME SHIRE COUNCIL STANDARD DRAWINGS AND SPECIFICATIONS UNLESS SPECIFIED OTHERWISE.
- EXISTING LEVELS ARE TAKEN FROM SURVEY POINTS, CONTOURS SHALL BE USED AS A GUIDE TO SURFACE LEVELS ONLY AS THESE ARE INTERPOLATED.
- APPROPRIATE CONSTRUCTION METHODS SHALL BE ADOPTED TO ENSURE THAT THERE IS NO DAMAGE OR DISTURBANCE TO EXISTING ASSETS
- ALL WORKS ARE TO INCLUDE THE REINSTATEMENT OF ALL EXISTING ASSETS AFFECTED / DAMAGED BY THE CIVIL WORKS AND CLEAN UP TO THE SATISFACTION OF THE SUPERINTENDENT AND RELEVANT AUTHORITIES. THIS INCLUDES BUT IS NOT LIMITED TO, LANDSCAPING, FENCES, PAVEMENTS AND KERBS.
- ADJUST SERVICE FITTINGS AROUND SITE TO SUIT, WHERE NEW FINISHED SURFACE APPLIES.
- ALL CONCRETE WORKS TO BE COMPLETED TO AS3600 INCLUDING PLACING, COMPACTING AND CURING.
- A ROAD OPENING PERMIT SHALL BE OBTAINED FROM COUNCIL BEFORE UNDERTAKING ANY WORKS WITHIN THE ROAD RESERVE.
- A TRAFFIC MANAGEMENT PLAN IS TO BE APPROVED BY COUNCIL PRIOR TO COMMENCEMENT OF ANY WORKS.
- TRAFFIC MANAGEMENT IS TO BE UNDERTAKEN IN ACCORDANCE WITH THE ROAD MANAGEMENT ACT 2004 AND AS1742.3. ALL SIGNAGE (TEMPORARY AND PERMANENT) SHALL BE CLASS 1 REFLECTIVE GRADE.
- AN APPROVED COPY OF PLANS AND SPECIFICATIONS SHALL BE AVAILABLE AT THE SITE OFFICE AT ALL TIMES DURING CONSTRUCTION.
- ALL WORK PRACTICES SHALL COMPLY WITH THE OCCUPATIONAL HEALTH & SAFETY ACT AND ALL RELEVANT REGULATIONS AND CODES OF SITE EROSION CONTROL AND MINIMISATION MEASURES SHALL BE ADOPTED AT ALL TIMES IN ACCORDANCE WITH THE ENVIRONMENTAL PROTECTION AUTHORITY'S ENVIRONMENTAL GUIDELINES FOR MAJOR CONSTRUCTION SITES.
- ALL LEVELS ARE TO AUSTRALIAN HEIGHT DATUM.
- BATTERS SHALL BE MINIMUM 1:6 FOR FILL AND MAXIMUM 1:4 FOR CUT, UNLESS OTHERWISE SHOWN
- ALL DISTURBED AREAS ARE TO BE COVERED WITH TOPSOIL TO A MINIMUM DEPTH OF 100mm. NO TOPSOIL IS TO BE REMOVED FROM SITE AND ANY EXCESS IS TO BE SPREAD OVER THE SITE. SITE TO BE EVENLY GRADED AND LEFT CLEAN TO THE SATISFACTION OF THE SUPERINTENDENT.
- THE LOCATION OF ALL EXISTING SIGNS AND STREET FURNITURE ARE TO BE RECORDED PRIOR TO THE COMMENCEMENT OF WORKS AND ANY REMOVED TO MAKE WAY FOR THE WORKS ARE TO BE REINSTATED TO ORIGINAL POSITION OR TO A LOCATION AS DIRECTED BY SUPERVISING ENGINEER.
- PRIOR TO COMMENCEMENT OF WORKS, THE CONTRACTOR IS TO ESTABLISH THE TPZ AS A "NO GO ZONE" AND CLEARLY MARKED WITH BARRIERS. NO EQUIPMENT IS TO BE PARKED IN THE TPZ. NO EXCESS SOIL IS TO BE STOCKPILED IN THE TPZ. NO MECHANICAL EARTHWORKS EXCAVATION IS TO BE UNDERTAKEN IN THE TPZ.

SITE

- PLASTIC MESH FENCING (BARRIER MESH) MUST BE USED TO PROTECT WORKSITE AND ALL APPROPRIATE SIGNS TO THE SATISFACTION OF THE SUPERVISING ENGINEER.
- THE CONTRACTOR IS TO NOTIFY ALL RESIDENTS BY LETTER REGARDING ACCESS RESTRICTIONS TO THEIR PROPERTIES.
- IT IS THE CONTRACTORS RESPONSIBILITY TO TRANSFER ANY TBM'S THAT MAY BE AFFECTED BY THE WORKS PRIOR TO THEIR REMOVAL.

PAVEMENT FINISH AND SUBGRADE PREPARATION

- LEVELS SHOWN ARE PAVEMENT FINISHED SURFACE LEVELS UNLESS OTHERWISE SPECIFIED.
- AT CHANGES IN GRADE, THE PAVEMENT IS TO BE FINISHED TO PROVIDE A SMOOTH TRANSITION AND IF NECESSARY, LEVELS TO BE ADJUSTED TO PROVIDE A VERTICAL CURVE TRANSITION.

EARTHWORKS

- THE CONTRACTOR IS TO VERIFY ALL LEVELS WITH THE SUPERVISING ENGINEER PRIOR TO COMMENCING ANY PAVEMENT WORKS.
- ALL DISTURBED AREAS OUTSIDE THE WORKS ARE TO BE REINSTATED TO MATCH THE EXISTING CONDITIONS.
- REMOVAL OF VEGETATION OTHER THAN IS SHOWN ON THE PLAN IS TO BE DONE UNDER COUNCIL DIRECTION.
- TREES REMOVED SHALL BE BACKFILLED IN 200mm LAYERS WITH FILL CONSISTENT TO SITE SOIL CLASSIFICATION OR ROAD BASE MATERIAL CLASSIFICATION AND COMPACTED TO ROAD SUB-BASE SPECIFICATIONS.
- ALL OTHER TREES ARE TO BE RETAINED UNLESS OTHERWISE DIRECTED BY THE SUPERVISING ENGINEER.
- NO TREE ROOTS GREATER THAN 40mm ARE TO BE CUT BY THE CONTRACTOR. THE CONTRACTOR IS TO OBTAIN APPROVAL FROM THE SUPERVISING ENGINEER TO REMOVE TREE ROOTS GREATER THAN 50mm.
- THE CONTRACTOR SHALL NOT CAUSE ANY DAMAGE TO TREE BRANCHES OR TREE TRUNKS.
- BACKFILL ALL TRENCHES BENEATH ROAD PAVEMENT AND VEHICLE CROSSINGS WITH CLASS 2 F.C.R.

DRAINAGE

- CONTRACTOR TO CONFIRM DEPTH OF ALL EXISTING SERVICES AT DRAINAGE CROSSINGS, ADVISE SUPERINTENDENT OF ANY CLASHES BETWEEN DRAINAGE AND EXISTING SERVICES PRIOR TO COMMENCING WORK.
- ALL DRAINAGE WORKS TO BE COMPLETED AS PER REQUIREMENTS IN AS3500
- ALL PIPEWORK TO BE CLASS 4 AND BE BEDDED AND BACKFILLED WITH FINE CRUSHED ROCK, UNLESS SPECIFIED OTHERWISE.
- LAY ALL DRAINS AGAINST THE DIRECTION OF FLOW COMMENCING AT OUTFALL.
- ALL CAST IN SITU ENDWALLS TO BE TO NSW ROADS AND MARITIME SERVICES STANDARDS UNLESS DIRECTED BY SUPERINTENDENT.
- CROSSOVERS ARE TO BE CONSTRUCTED IN ACCORDANCE WITH COUNCIL STANDARDS WITH A 3750 PIPE CULVERT UNLESS OTHERWISE NOTED ON THE DESIGN PLANS. HEADWALLS ARE TO BE INSTALLED ON EITHER SIDE OF THE PIPE CULVERT TO SUIT THE PIPE CULVERT, IN ACCORDANCE WITH COUNCIL REQUIREMENTS.

SERVICING

- THE CONTRACTOR SHALL STRICTLY COMPLY WITH "NO GO ZONE" CLEARANCE REQUIREMENTS WHEN WORKING WITHIN THE VICINITY OF OVERHEAD ELECTRICAL ASSETS/CABLES. FOR ANY OPERATION WHICH ENCROACHES ON THE 3.0M "NO GO ZONE", THE CONTRACTOR SHALL OBTAIN A WRITTEN PERMIT TO WORK FROM WORKSAFE. REFER TO CURRENT SAFEWORK NEW SOUTH WALES CODES OF PRACTICE AND PUBLICATIONS (WWW.SAFEWORK.NSW.GOV.AU).
- THE LOCATION OF ALL EXISTING SERVICES IS BASED ON INFORMATION SUPPLIED BY THE RELEVANT AUTHORITIES AND IS APPROXIMATE ONLY. THE CONTRACTOR SHALL DETERMINE THE LOCATION OF ALL SERVICES BEFORE COMMENCING WORKS AND PROTECT THE SAME FOR THE DURATION OF THE WORKS. THE CONTRACTOR SHALL ADVISE THE SUPERINTENDENT OF ANY REQUIRED ALTERATIONS.
- CONTRACTOR TO CALL DIAL BEFORE YOU DIG ON PH: 1100 AND LOCATE ALL SERVICES BY HAND PRIOR TO COMMENCEMENT OF ANY WORKS TO VERIFY THE LOCATION OF ANY UNDERGROUND SERVICES. DIAL BEFORE YOU DIG PLANS FOR THE DEVELOPMENT AREA ARE TO BE KEPT ON SITE AT ALL TIMES, FOR THE DURATION OF THE WORKS AND ARE TO BE NO MORE THAN 30 DAYS OLD WHEN EXCAVATION COMMENCES.
- CONTACT ESSENTIAL ENERGY ON 13 23 91 TO IDENTIFY ANY UNDERGROUND PIPES AND/OR CABLES IN THE VICINITY OF EXCAVATION WORKS TO BE CARRIED OUT.

SEDIMENT CONTROL

- CONTRACTORS SHALL ENSURE THAT ALL WORKS COMPLY WITH THE REQUIREMENTS OF THE ENVIRONMENTAL PROTECTION AUTHORITY PUBLICATION "CONSTRUCTION TECHNIQUES FOR SEDIMENT POLLUTION CONTROL" EPA PUBLICATION NO. 175 AND "SOILS AND CONSTRUCTION - MANAGING URBAN STORMWATER" BY LANDCOM (BLUE BOOK).
- CONTRACTORS SHALL INSTALL MEASURES TO ENSURE ANY SEDIMENT OR LITTER GENERATED AS A RESULT OF THE WORKS IS CONTAINED ON THE SITE. THESE MEASURES SHALL INCLUDE DEVICES SUCH AS SILT FENCES WHICH ARE TO BE LOCATED AT ALL SOURCES OF SEDIMENT SUCH AS EARTHWORKS STOCKPILED, ENDS OF ROAD EXCAVATION, DRAINAGE INLETS ETC.
- CONTRACTORS SHALL ENSURE THAT VEHICLES ASSOCIATED WITH THE WORKS DO NOT DEPOSIT DIRT OR RUBBISH ONTO ROADS. ANY MATERIAL DEPOSITED SHALL BE PROMPTLY CLEANED UP WITHOUT CONTAMINATING ANY WATERWAY.
- THE CONTRACTORS SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL SEDIMENT AND LITTER CONTROL DEVICES THROUGHOUT THE DURATION OF THE PROJECT AND THE CONTRACT MAINTENANCE PERIOD.

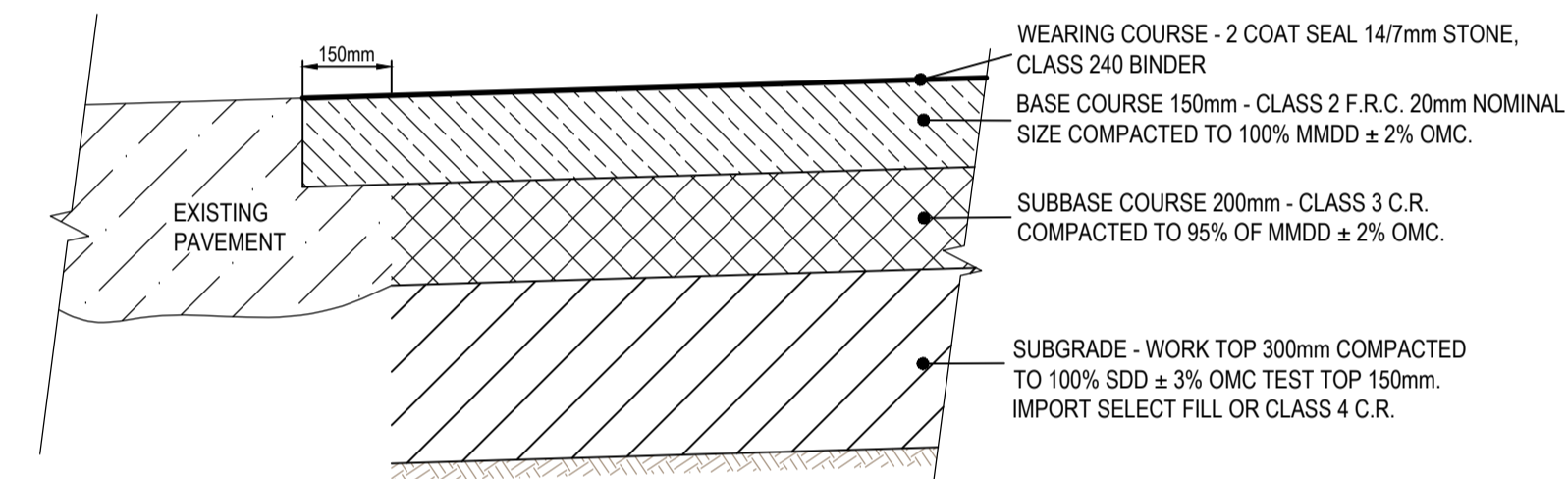
WORK HEALTH AND SAFETY (WHS)

IN THE DESIGN AND DEVELOPMENT OF THESE PLANS, JCA LAND CONSULTANTS HAVE, AS FAR AS REASONABLY PRACTICABLE, COMPLIED WITH THOSE REQUIREMENTS OF "DESIGNERS" AS PER THE WORK HEALTH AND SAFETY ACT 2011 AND WORK HEALTH AND SAFETY REGULATION 2017.

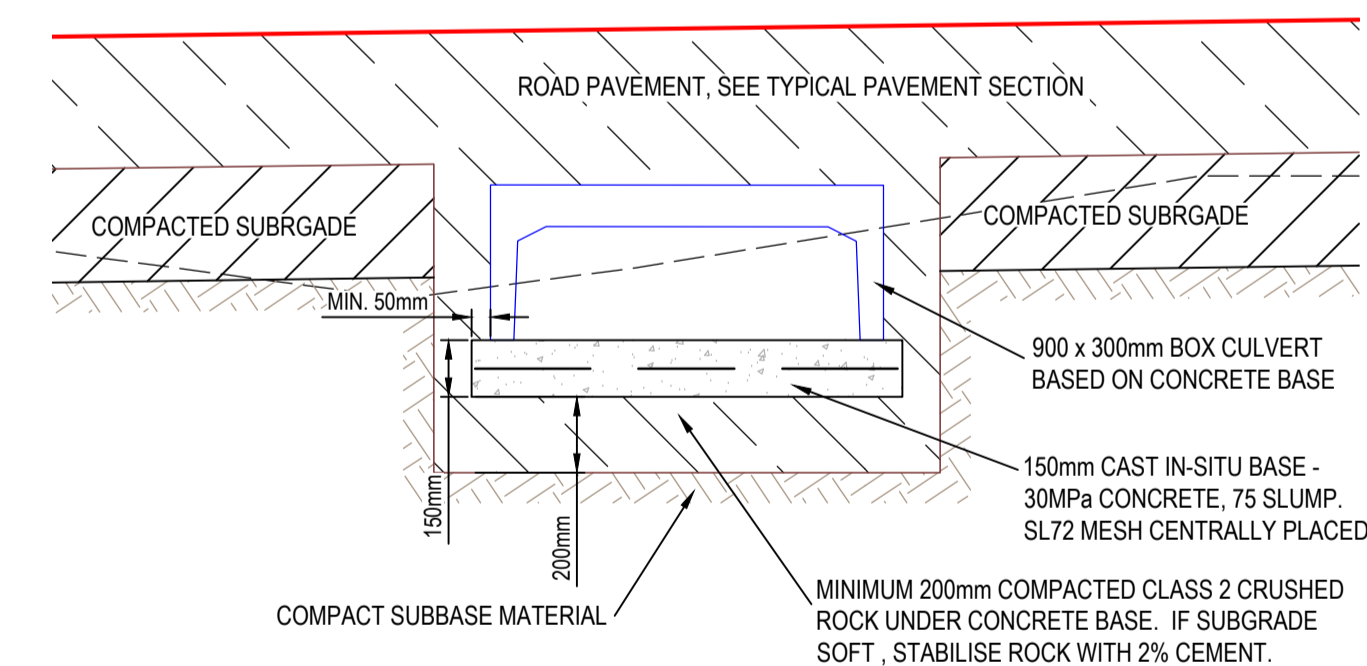
JCA LAND CONSULTANTS, FOR THE PURPOSES OF THE WHS ACT 2011 AND WHS REGULATION 2017, ARE NOT IN ANY WAY DEEMED THE PRINCIPAL CONTRACTOR, OWNER OR EMPLOYER WITH RESPECT TO THIS PROJECT.

ALL WHS CONSTRUCTION COMPLIANCE REQUIREMENTS IN THE EXECUTION OF THESE PLANS ARE THE SOLE RESPONSIBILITY OF THE NOMINATED AND AUTHORISED ENTITY.

JCA LAND CONSULTANTS RECOMMENDS THAT THE DEVELOPER AND/OR NOMINATED AND AUTHORISED ENTITY SEEK PROFESSIONAL WHS ADVICE IN ALL MATTERS OF CONSTRUCTION SAFETY PRIOR TO CONSTRUCTION



TYPICAL PAVEMENT COMPOSITION
NOT TO SCALE
PAVEMENT DESIGN BE VERIFIED BY
COUNCIL OR MATCH EXISTING PAVEMENT



CULVERT ROAD CROSSING DETAIL

DRAWING SCHEDULE		
SHEET No	DESCRIPTION	VER. No
1	LOCALITY PLAN, NOTES, DRAWING SCHEDULE AND DETAILS	01
2	GENERAL LAYOUT AND DETAIL PLANS	01
3	ENTERPRISE DRIVE ROAD SECTIONS	01
4	WATER AND SEWER PLAN & SEWER SECTION	01
5	PIPE DRAINAGE SECTIONS, PIT SCHEDULE, CATCHMENT PLAN	01

WARNING
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VER.	DATE	AMENDMENT
01	16-11-20	AMENDED FOR 2 STAGE DEVELOPMENT
00	09-06-20	ORIGINAL ISSUE
		AMENDMENT

CAD FILE:	26236 BASE
DESIGNED:	P. SPENCER
CHECKED:	A. GOULDING
DATE:	09-06-2020
DATUM:	AHD

SCALE:

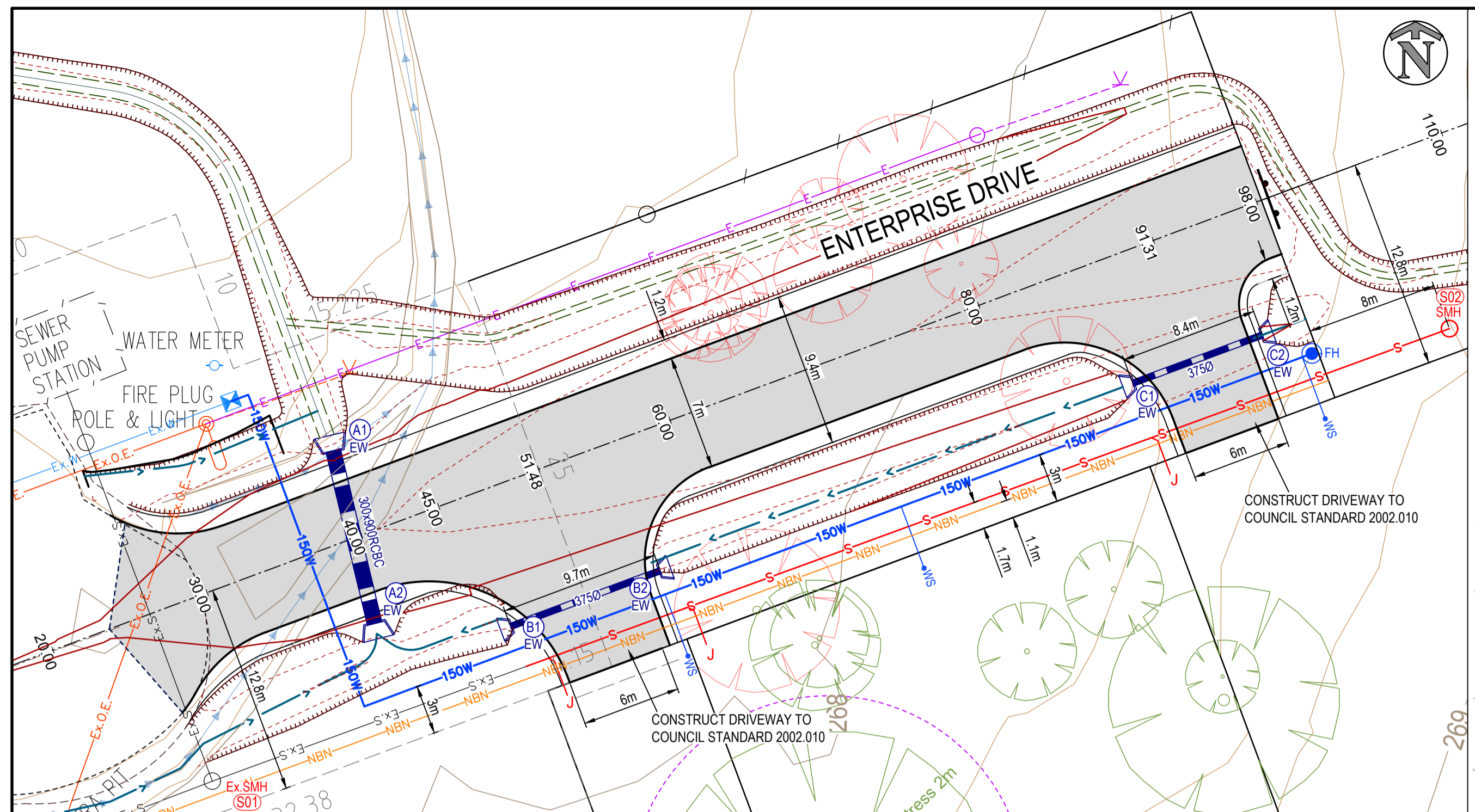
Quality Management System ISO 9001 trust-mark.com

PLAN STATUS: **DESIGN DEVELOPMENT**

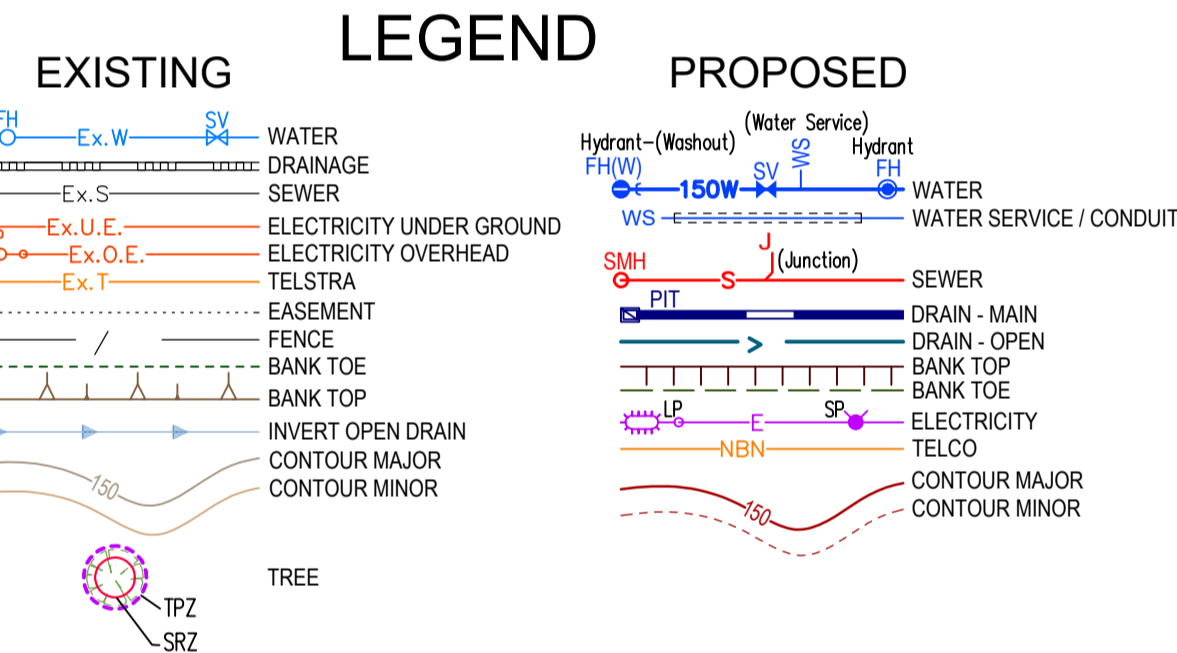
4 LOT INDUSTRIAL SUBDIVISION
ENTERPRISE DRIVE
HOLBROOK

LOCALITY PLAN, NOTES, DRAWING SCHEDULE AND DETAILS

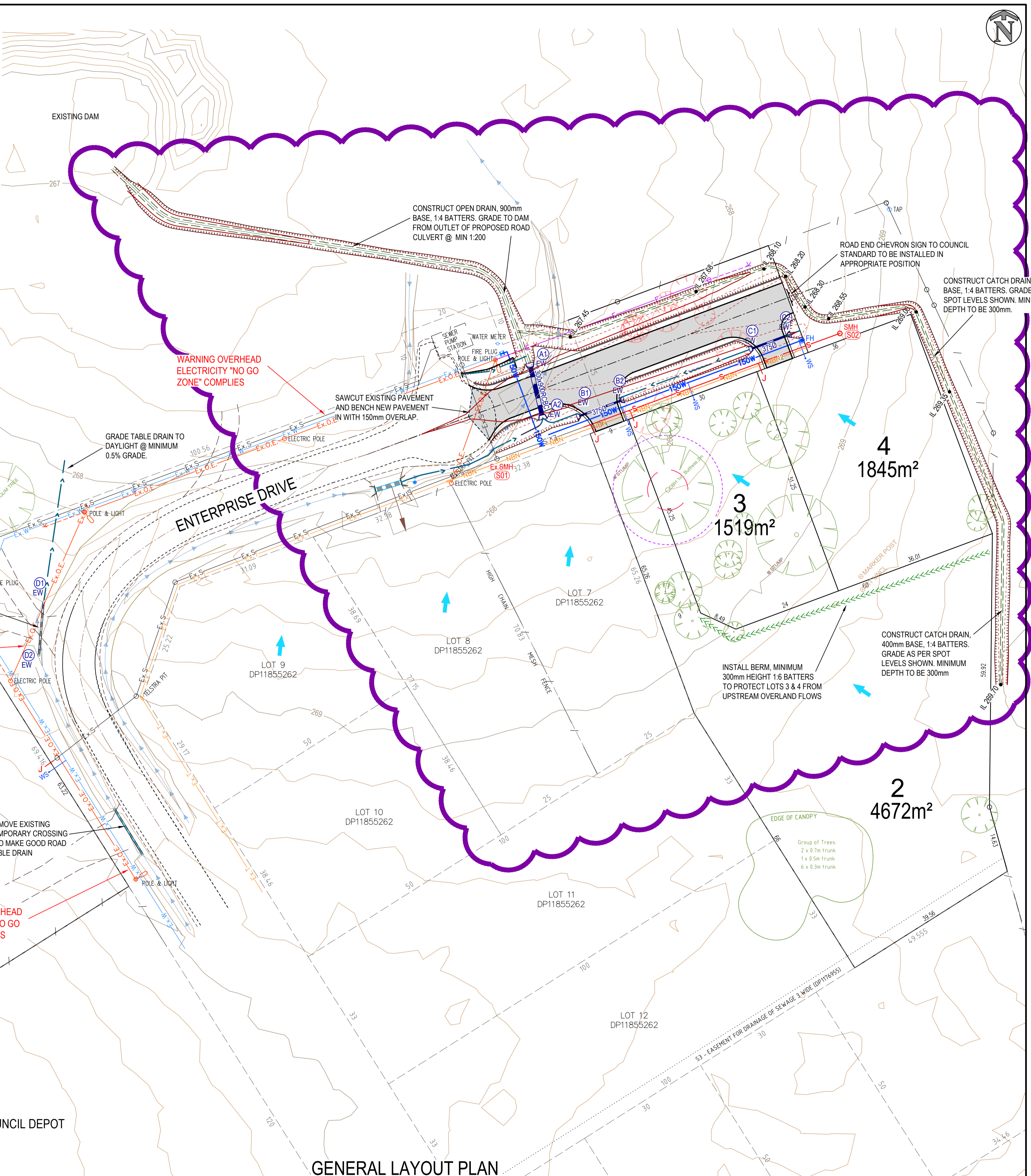
SHEET SIZE	A1
VERSION	01
DWG No.	26236
SHEET No.	1 of 5



STAGE 2 DETAIL PLAN

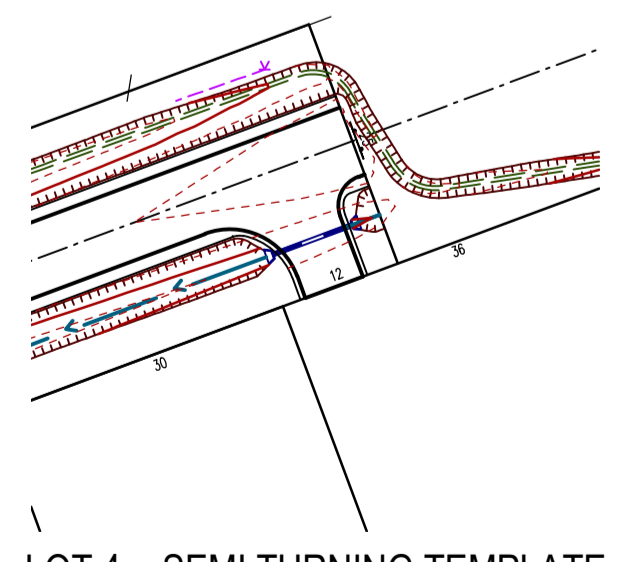


CENTRELINE SETOUT			
CHAINAGE	EASTING	NORTHING	
20	529020.697	6050815.981	
51.48	529050.198	6050826.966	
91.31	529087.527	6050840.867	
110	529105.039	6050847.389	



GENERAL LAYOUT PLAN

LOT 2 - SEMI TURNING TEMPLATE



LOT 4 - SEMI TURNING TEMPLATE

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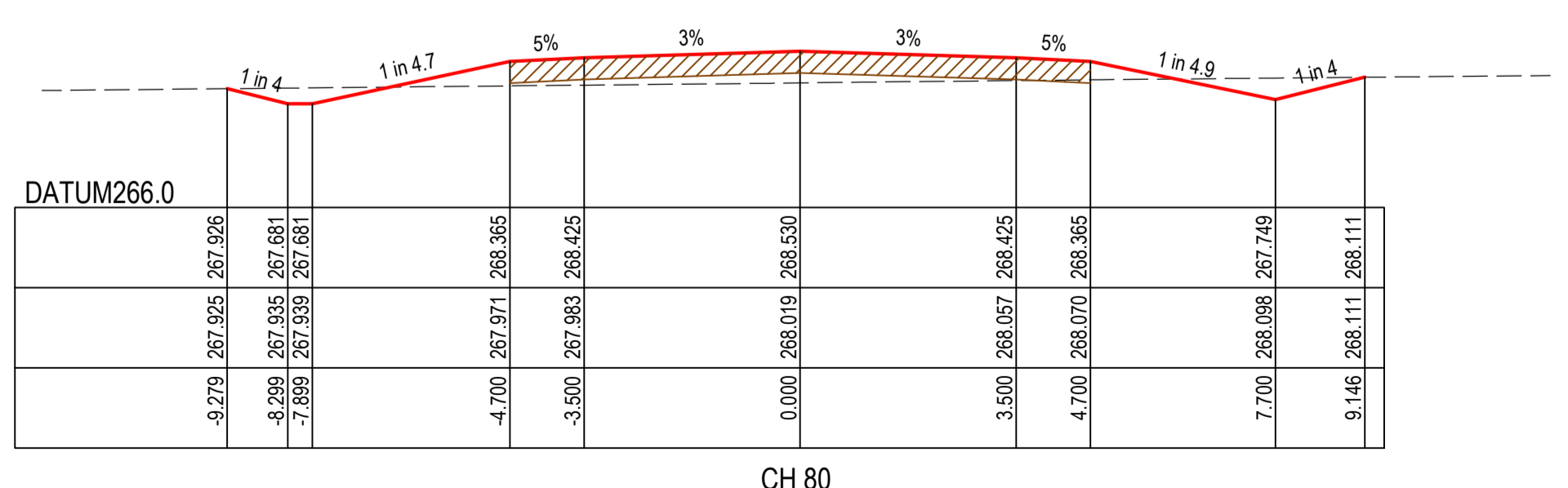
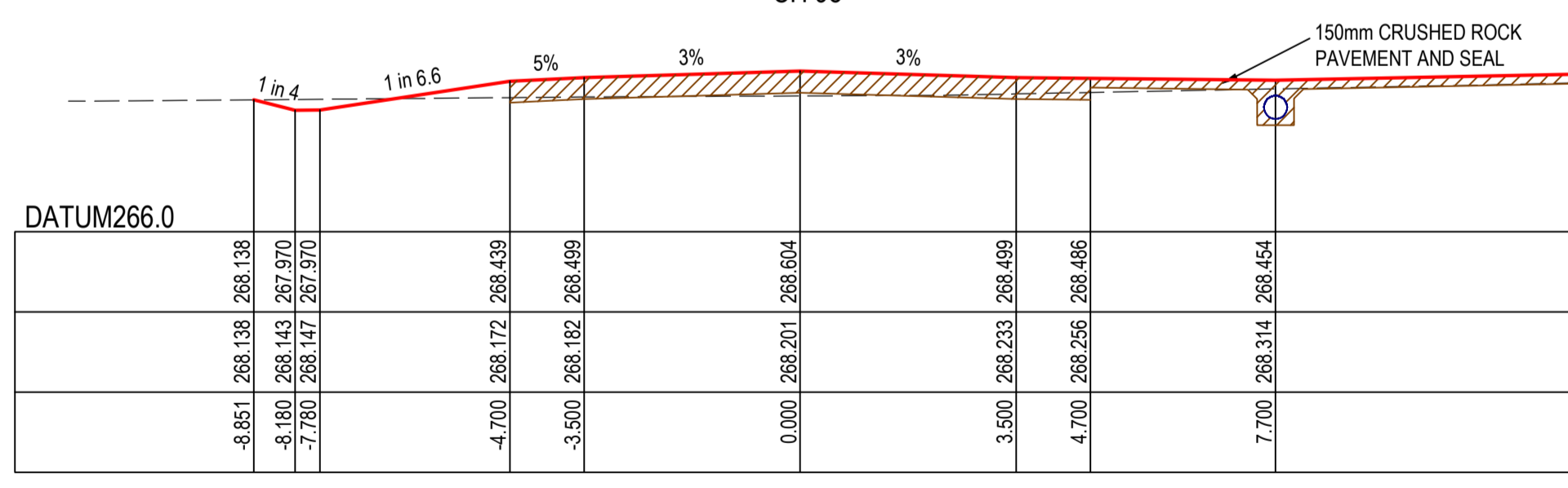
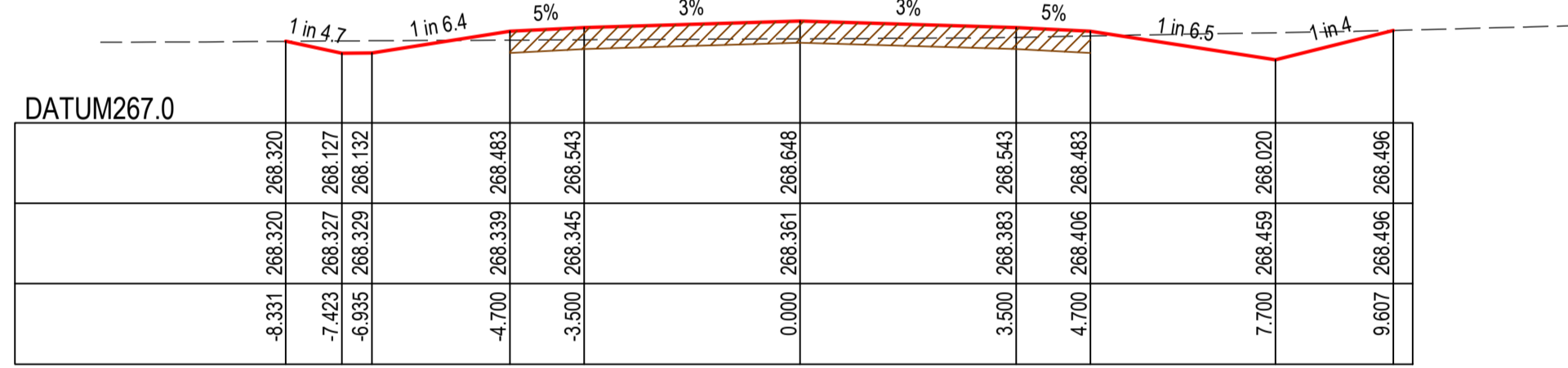
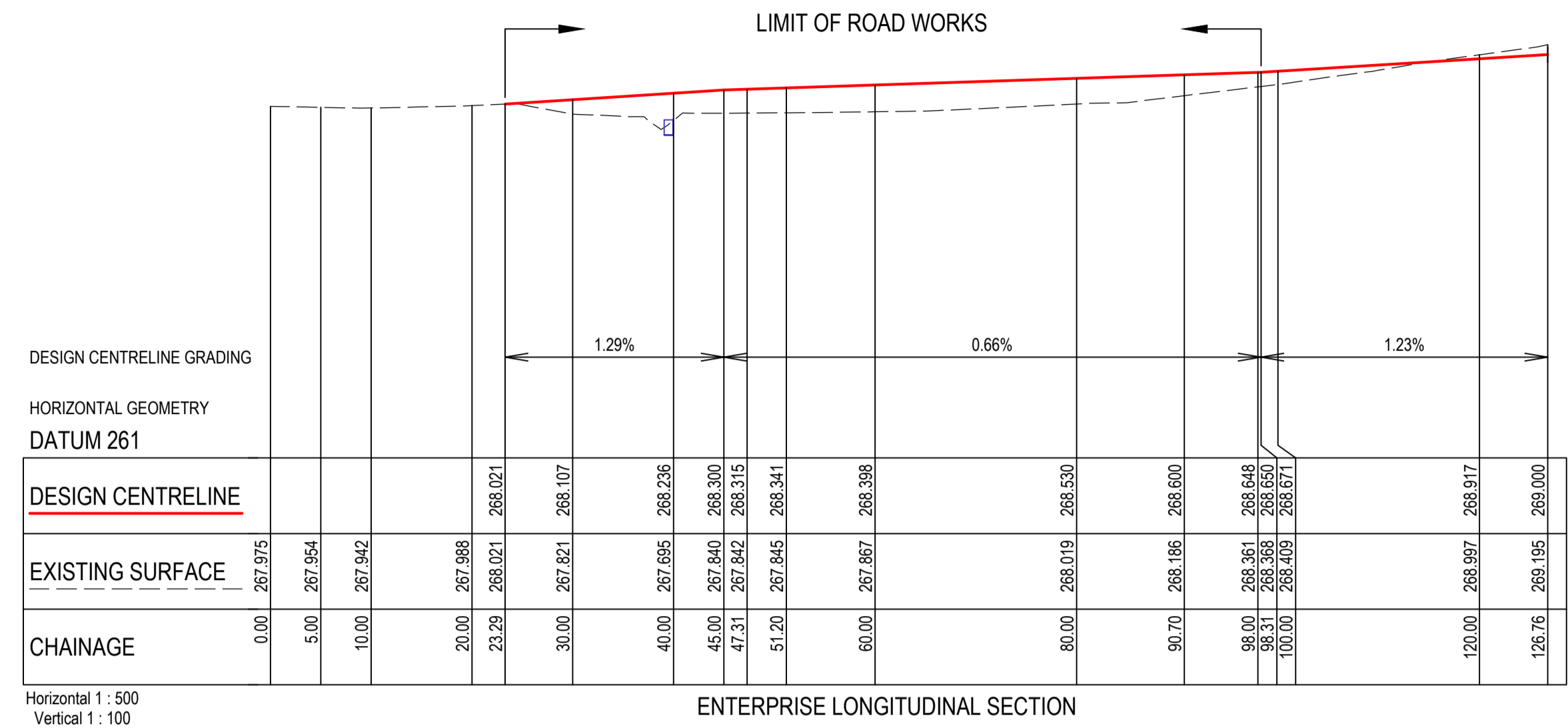
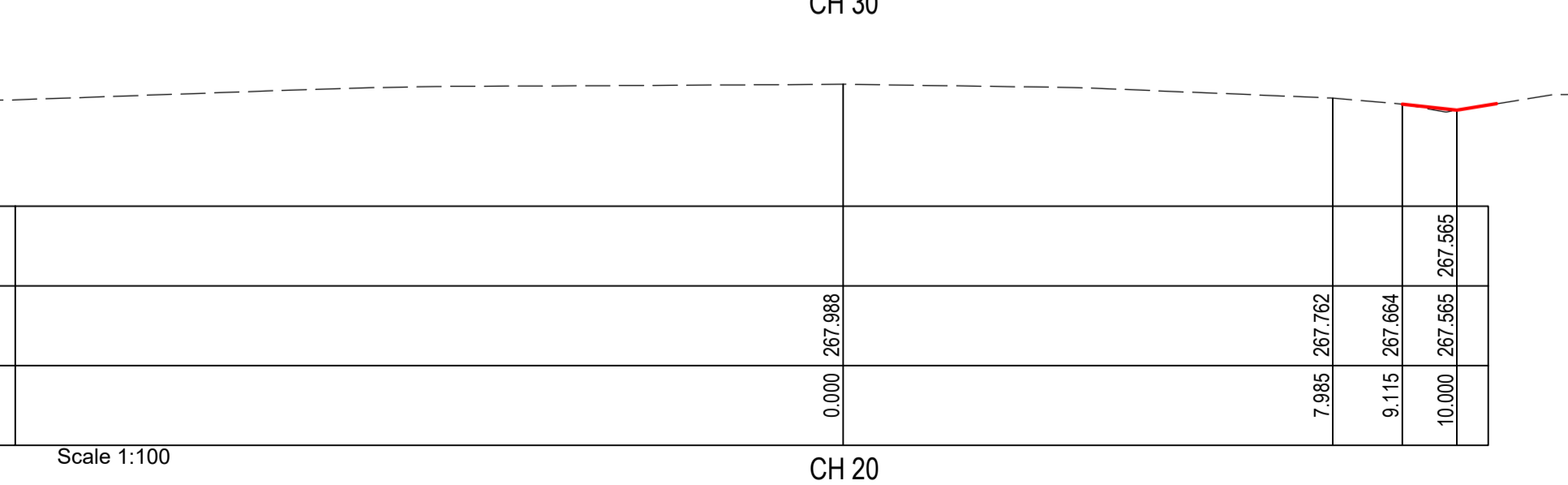
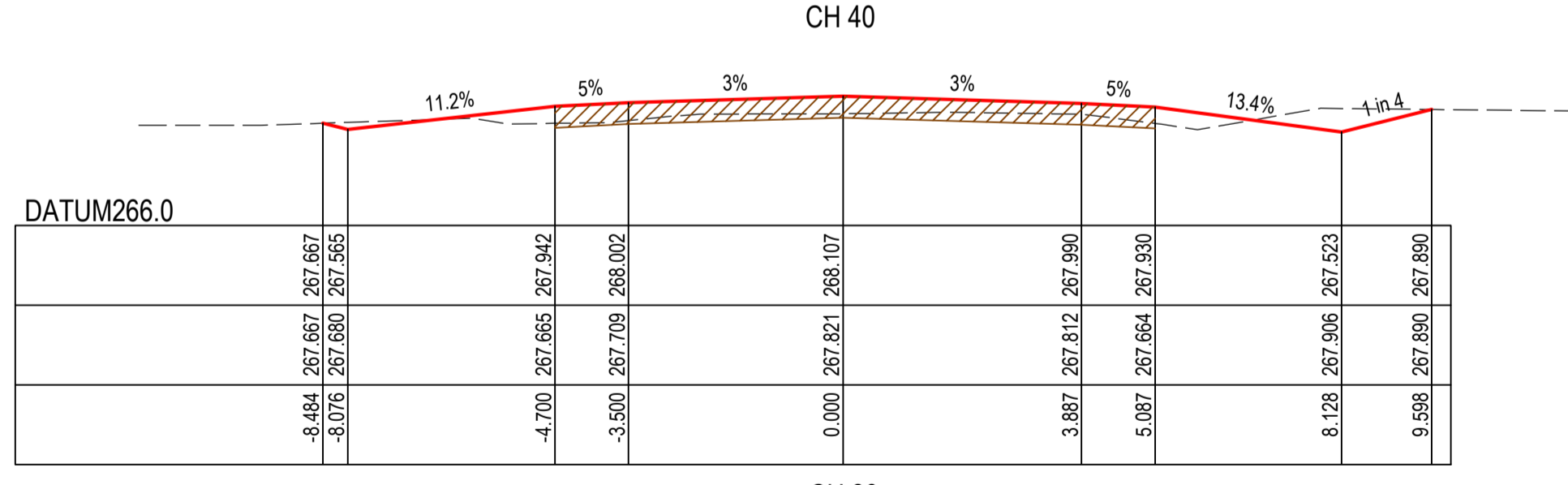
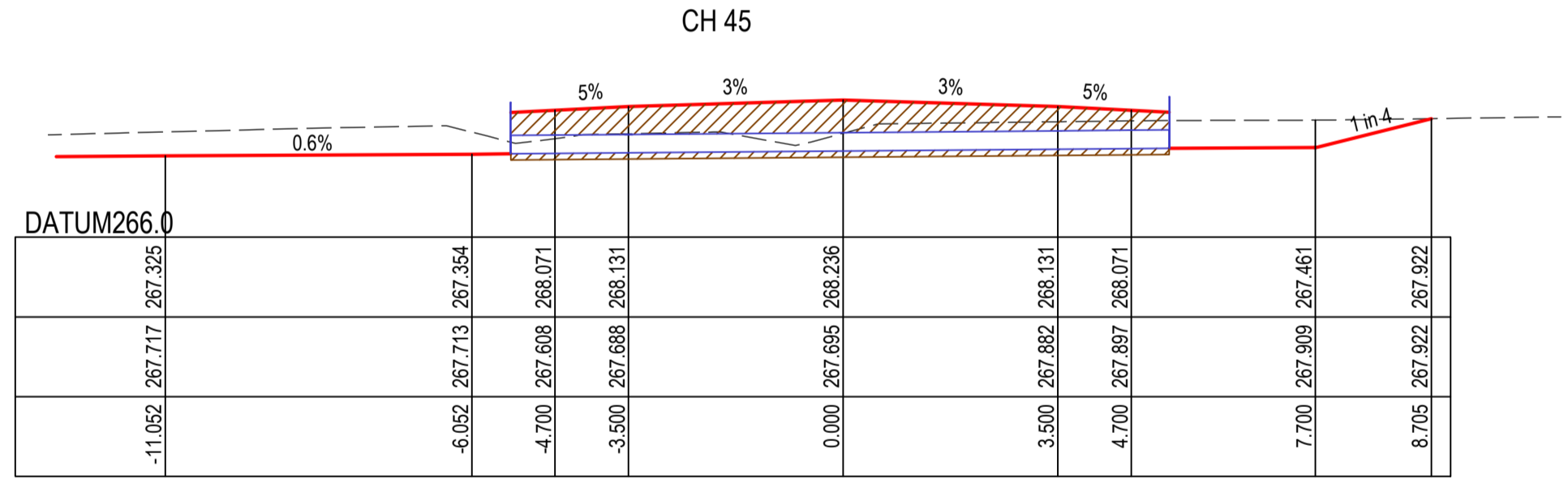
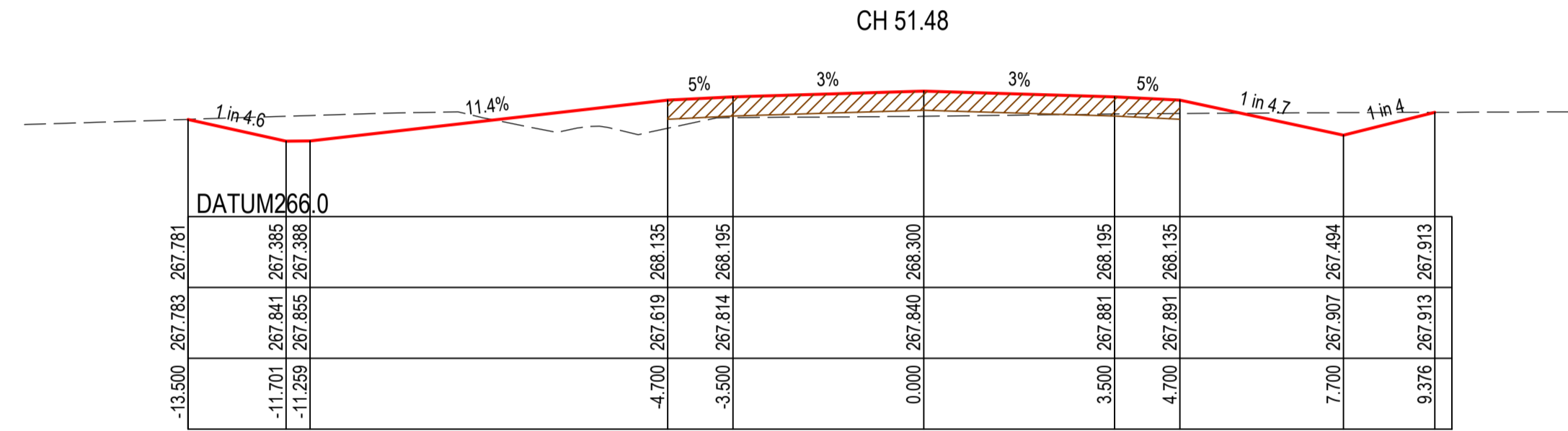
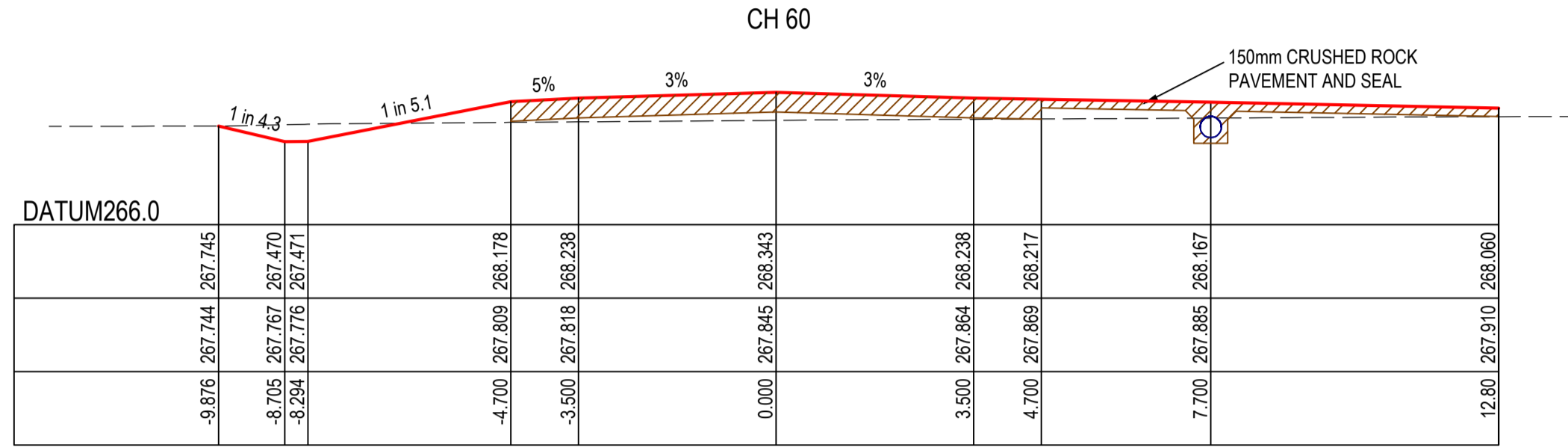
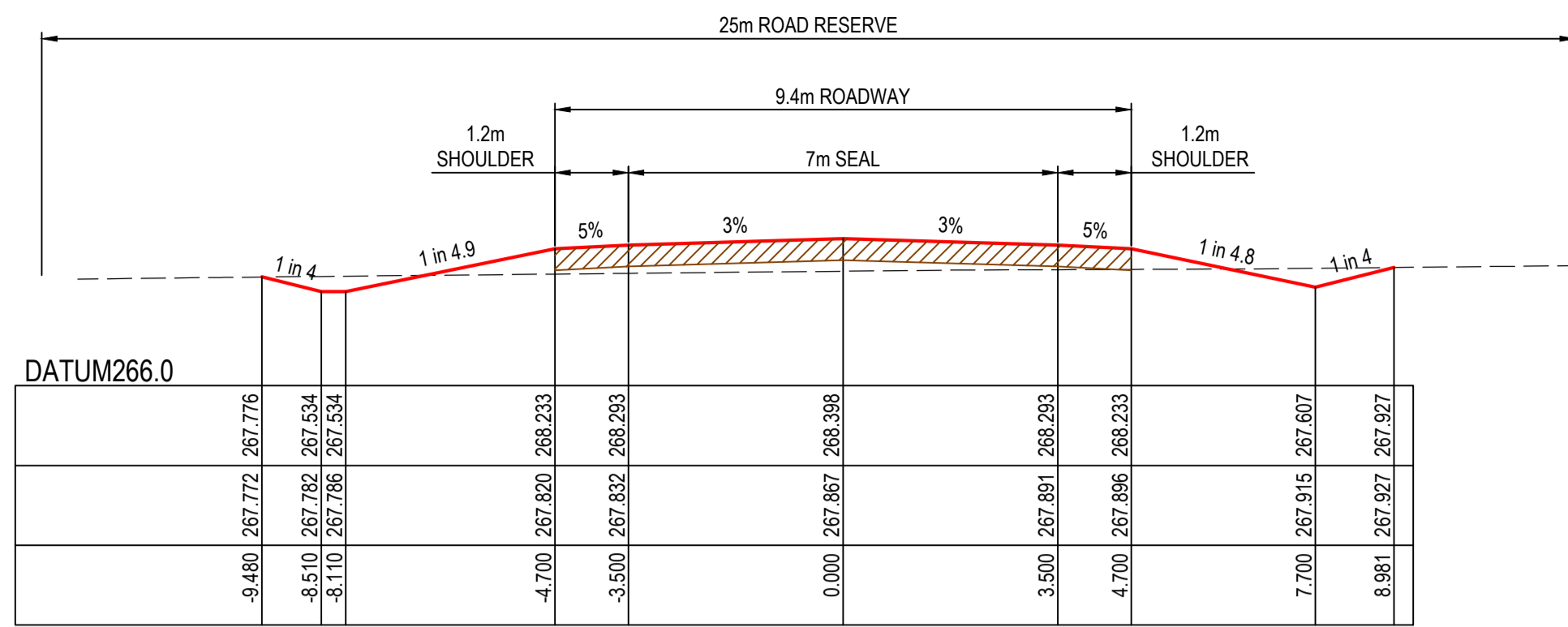
SCALE: 10 5 0 10 20(m) 1:500

Surveying - Engineering - Town Planning
Suite 1, 38 High Street Woodonga Victoria, Australia 3690
Phone 02 6602 3648 Email jca@jcaic.com.au www.jcaic.com.au

PLAN STATUS: **DESIGN DEVELOPMENT**

4 LOT INDUSTRIAL SUBDIVISION
ENTERPRISE DRIVE
HOLBROOK
GENERAL LAYOUT AND DETAIL PLANS

SHEET SIZE	A1
VERSION	01
DWG No.	26236
SHEET No.	2 of 5



DESIGN SURFACE	267.988
EXISTING SURFACE	267.988
OFFSET	0.000

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The Essential First Step

Greater Hume Council

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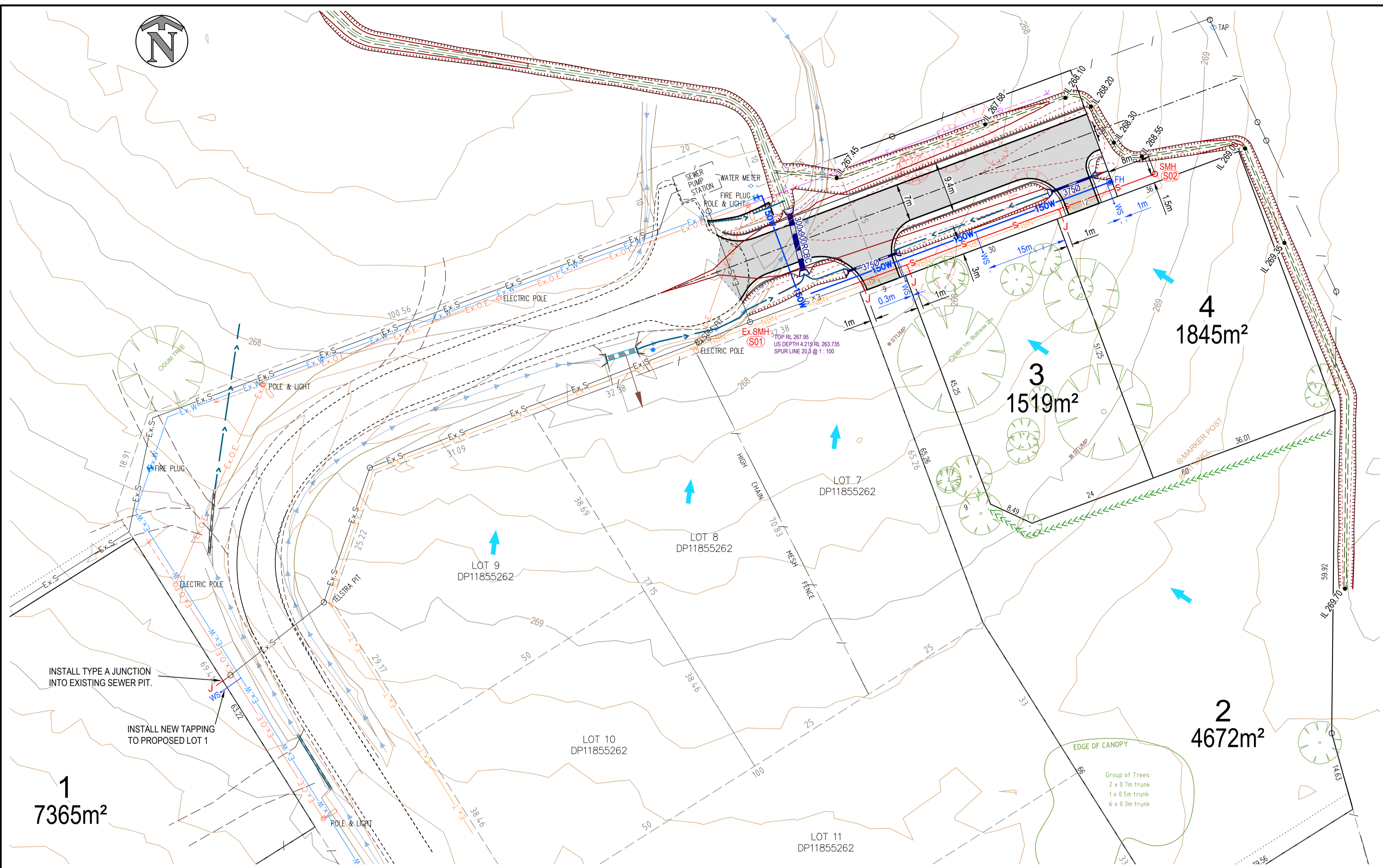
SCALE: AS SHOWN

JCA LAND CONSULTANTS
Surveying - Engineering - Town Planning
Suite 1, 38 High Street Wodonga Victoria, Australia 3690
Phone 02 6902 3648 Email jca@jca.com.au www.jca.com.au

PLAN STATUS: **DESIGN DEVELOPMENT**

4 LOT INDUSTRIAL SUBDIVISION
ENTERPRISE DRIVE
HOLBROOK
ROAD SECTIONS

SHEET SIZE	A1
VERSION	01
DWG No.	26236
SHEET No.	3 of 5

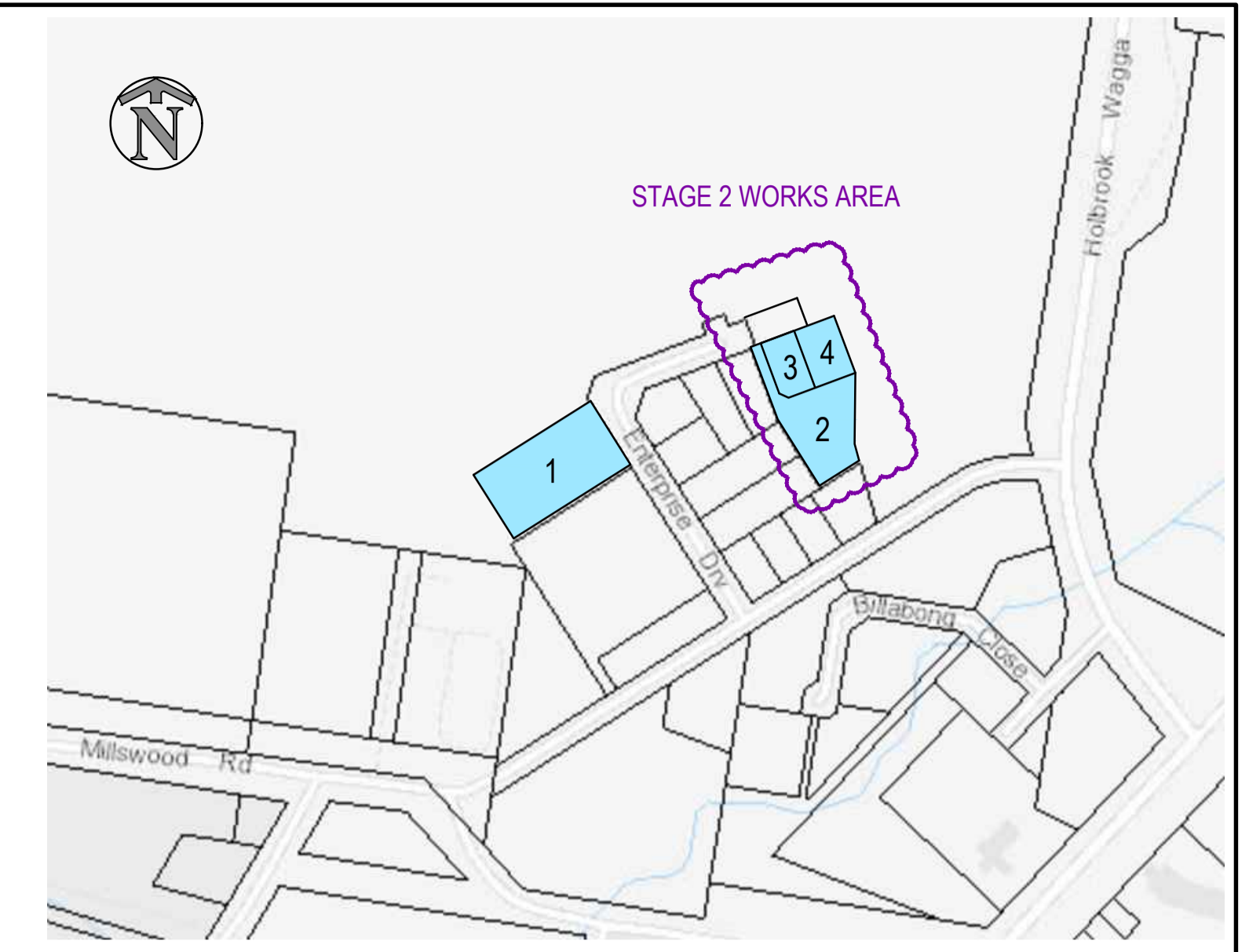


WATER AND SEWER PLAN



EXISTING		LEGEND		PROPOSED	
Ex. W	WATER	Hydrant (Washout)	Water Service	Hydrant	Water
Ex. S	DRAINAGE	Ex. U.E.	ELECTRICITY UNDER GROUND	Ex. O.E.	ELECTRICITY OVERHEAD
Ex. T	TELSTRA	Ex. T	TELSTRA	Ex. T	TELSTRA
Ex. J	EASEMENT	Ex. J	EASEMENT	Ex. J	EASEMENT
Ex. F	FENCE	Ex. F	FENCE	Ex. F	FENCE
Ex. B.T.	BANK TOE	Ex. B.T.	BANK TOE	Ex. B.T.	BANK TOE
Ex. B.T.P.	BANK TOP	Ex. B.T.P.	BANK TOP	Ex. B.T.P.	BANK TOP
Ex. I.O.D.	INVERT OPEN DRAIN	Ex. I.O.D.	INVERT OPEN DRAIN	Ex. I.O.D.	INVERT OPEN DRAIN
Ex. C.M.	CONTOUR MAJOR	Ex. C.M.	CONTOUR MAJOR	Ex. C.M.	CONTOUR MAJOR
Ex. C.Mi.	CONTOUR MINOR	Ex. C.Mi.	CONTOUR MINOR	Ex. C.Mi.	CONTOUR MINOR
Ex. T.P.Z.	TREE	Ex. T.P.Z.	TREE	Ex. T.P.Z.	TREE

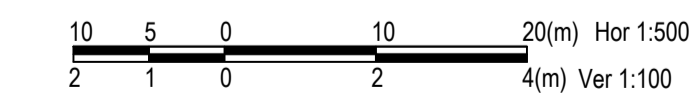
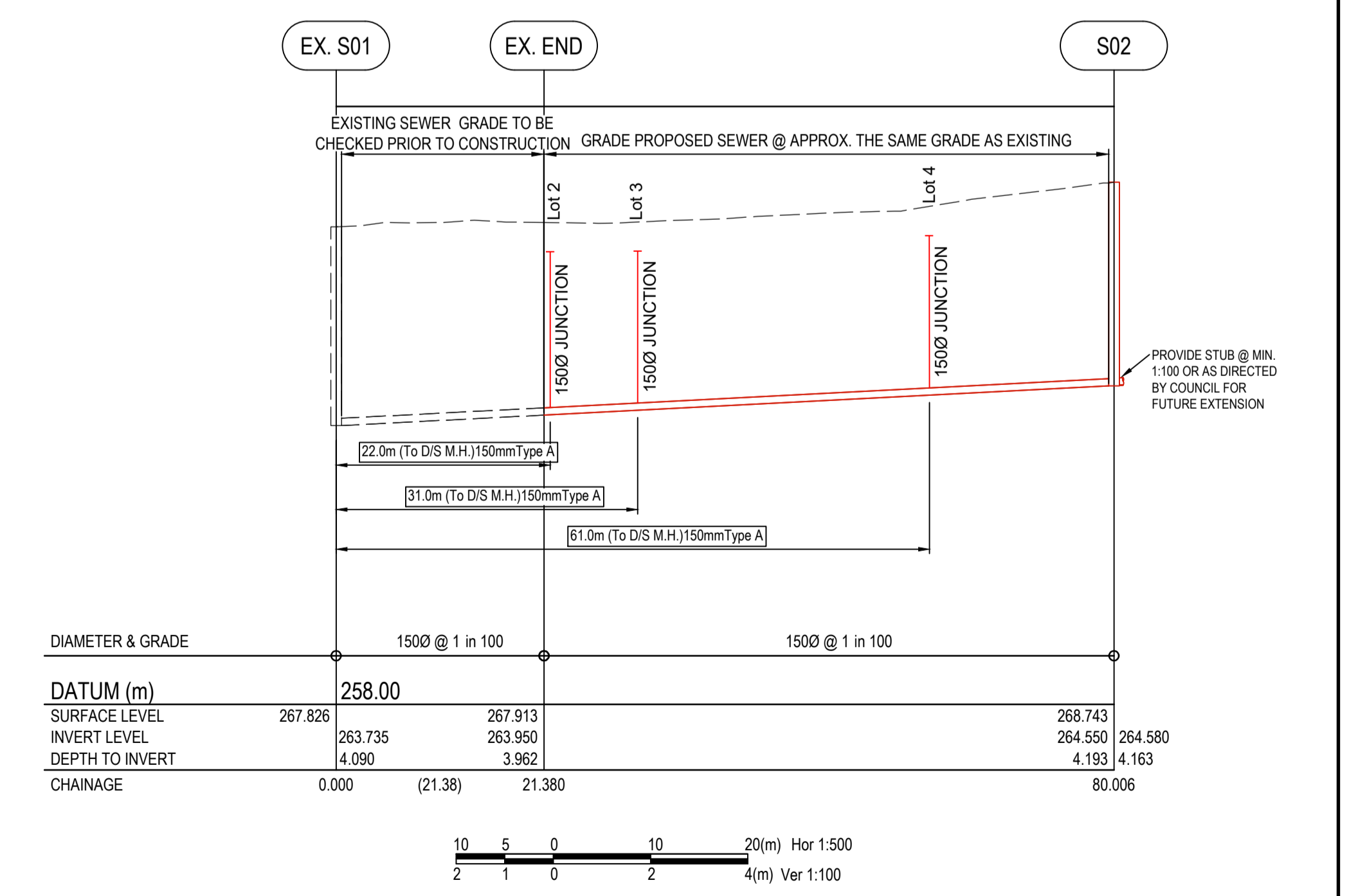
- NOTES:**
1. WATER MAIN AND SERVICES TO BE INSTALLED BY RIVERINA WATER.
 2. CONTRACTOR TO COMMUNICATE WITH RIVERINA WATER TO ACCOMMODATE THEIR CONSTRUCTION TIMES.



LOCALITY PLAN
ENTERPRISE DRIVE EXTENSION

SEWER NOTES

- GENERAL**
1. ALL WORK SHALL BE CARRIED OUT IN ACCORDANCE WITH GREATER HUME STANDARDS & WATER STANDARDS ASSOCIATION AUSTRALIA SPECIFICATIONS AND STANDARD DRAWINGS.
 2. ANY WORKS INVOLVING INSTALLATION OF A SEWER MAIN ARE TO BE UNDERTAKEN BY AN ACCREDITED CONTRACTOR.
 3. EXISTING LEVELS ARE TAKEN FROM SURVEY POINTS, CONTOURS SHALL BE USED AS A GUIDE TO SURFACE LEVELS ONLY AS THESE ARE INTERPOLATED.
 4. APPROPRIATE CONSTRUCTION METHODS SHALL BE ADOPTED TO ENSURE THAT THERE IS NO DAMAGE OR DISTURBANCE TO EXISTING ASSETS AND SERVICES.
 5. CONNECTION TO EXISTING SEWER TO BE UNDERTAKEN BY A COUNCIL ACCREDITED CONTRACTOR. NEW SEWER MAIN TO BE PLUGGED UNTIL SUCCESSFUL PRESSURE TEST IS COMPLETED AND COUNCIL COMPLIANCE IS RECEIVED.
 6. ALL SEWER MAIN MATERIAL TO BE 1500 UPVC CLASS SN8.
 7. TERMINAL MAINTENANCE SHAFT COVERS ARE TO 'GATIC' TYPE.
 8. HEAVY DUTY (TYPE D) LIDS REQUIRED ON MH'S IN TRAFFICABLE AREAS.
 9. BACKFILL UNDER ROADS AND FOOTPATHS WITH CRUSHED ROCK OR TO COUNCIL SPECIFICATIONS.
 10. TRENCH COMPACTION TO BE AS PER COUNCIL REQUIREMENTS.
 11. CONTRACTOR TO HOLD CURRENT 'CONFINED SPACE ENTRY' CERTIFICATE AND ABIDE BY WORK SAFE COMPLIANCE CODE.
 12. ALL OH&S REQUIREMENTS ARE TO BE MET AS PER AS2865 (2009)



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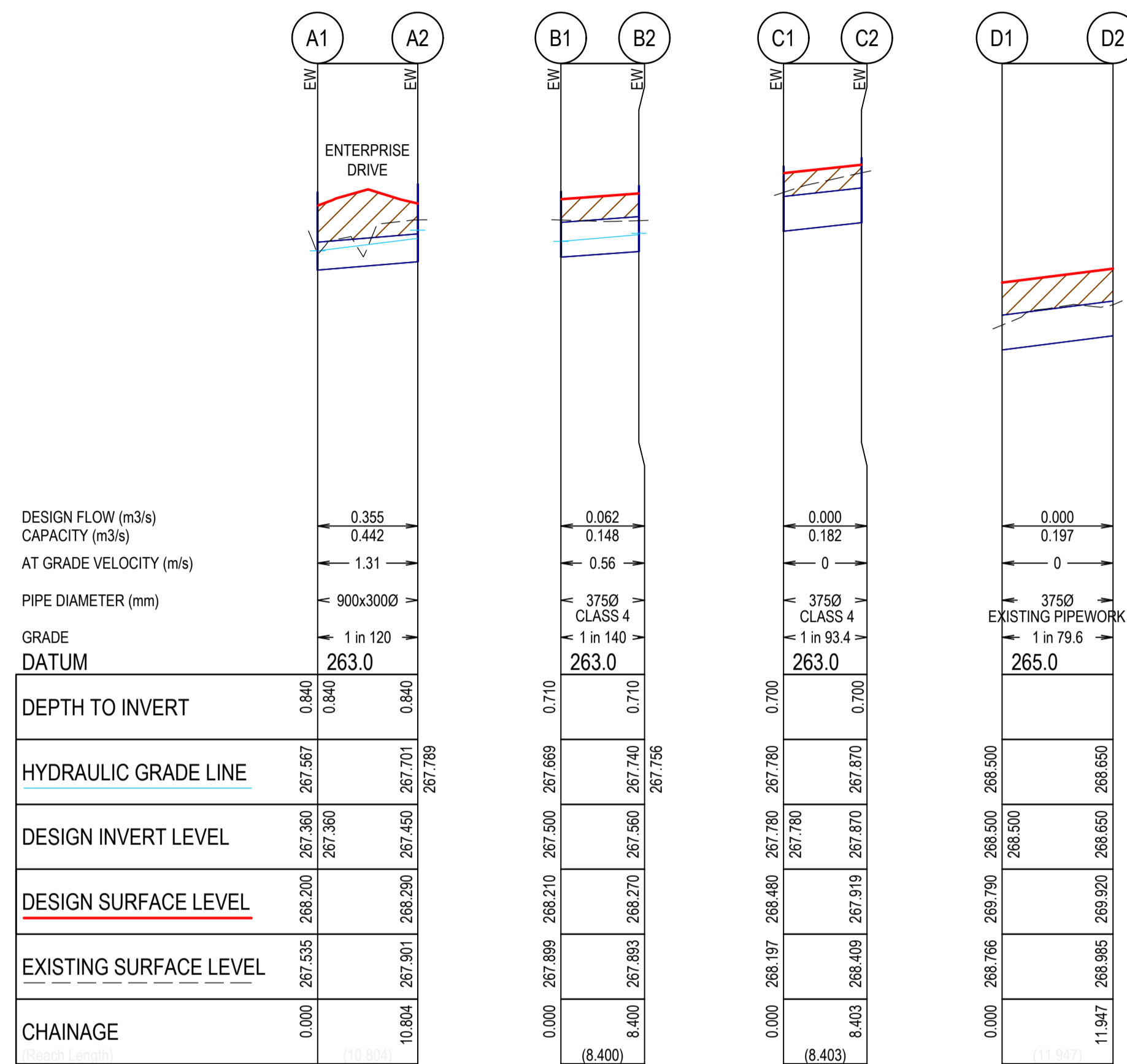
CAD FILE:	26236 BASE
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DATE:	09-06-2020
DATUM	AHD

SCALE: AS SHOWN

PLAN STATUS: **DESIGN DEVELOPMENT**

4 LOT INDUSTRIAL SUBDIVISION
ENTERPRISE DRIVE
HOLBROOK
WATER AND SEWER PLAN & SEWER SECTION

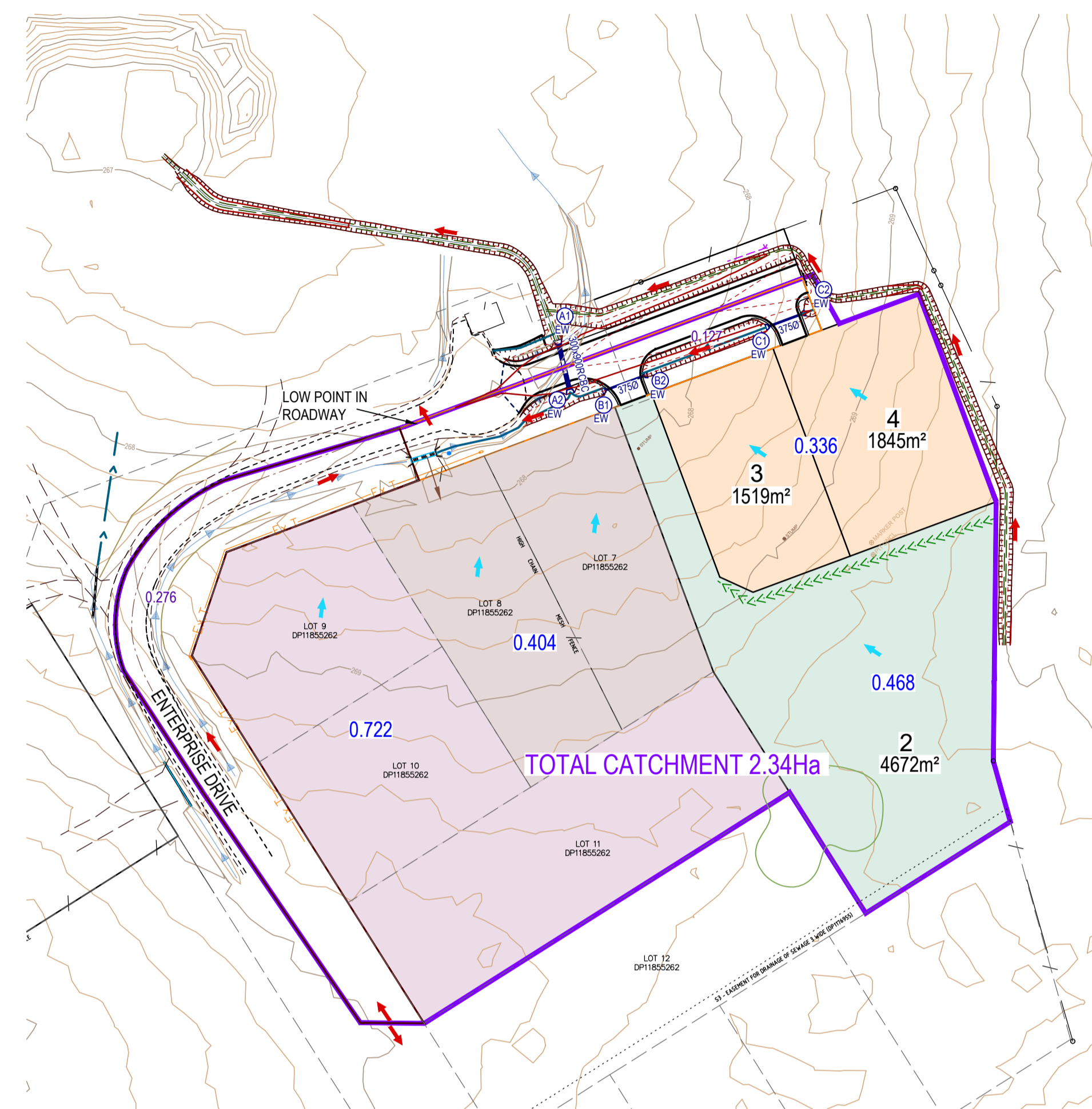
SHEET SIZE	A1
VERSION	01
DWG No.	26236
SHEET No.	4 of 5



DESIGN FLOW (m3/s) 0.355
 CAPACITY (m3/s) 0.442
 AT GRADE VELOCITY (m/s) 1.31
 PIPE DIAMETER (mm) 900x3000
 GRADE 1 in 120
 DATUM 263.0

	A1	A2	B1	B2	C1	C2	D1	D2
DEPTH TO INVERT	0.840	0.840	0.710	0.710	0.700	0.700	0.000	0.000
HYDRAULIC GRADE LINE	267.567	267.567	267.669	267.669	267.780	267.780	268.500	268.500
DESIGN INVERT LEVEL	267.360	267.360	267.560	267.560	267.870	267.870	268.500	268.500
DESIGN SURFACE LEVEL	268.200	268.290	268.210	268.270	268.480	268.519	268.790	268.920
EXISTING SURFACE LEVEL	267.535	267.901	267.883	267.893	268.409	268.409	268.766	268.985
CHAINAGE	0.000	10.804	0.000	8.400	0.000	8.403	0.000	11.947

CRUSHED ROCK BACKFILL



CATCHMENT PLAN
 0 20 40(m)
 1:1000

AREA (Ha)	C (COEFFICIENT)	ARI (YEARS)	Tc (mins)	I (mm/hr)	Qa (m³/s) = (CIA/360)
2.34	0.70	10	12	77	0.35

- DRAINAGE DESIGN PARAMETERS**
- COEFFICIENT OF RUNOFF - ROAD RESERVE = 0.70
 - COEFFICIENT OF RUNOFF - INDUSTRIAL LOT = 0.70
 - FLOW RATE IN GUTTER / PIPE TO BE 1m/s MINIMUM
 - Tc - ROAD RESERVE FOOTPATH - 5min. WETTING TIME & 7min GUTTER / PIPE, OVERLAND FLOW TRAVEL.
 - RAINFALL INTENSITY - FROM ALBURY - WODONGA RAINFALL INTENSITY TABLE
 - PIPE DESIGN FOR A 1 IN 10 YEAR STORM
 - PIPE MANNINGS - RCP .013

Name	TYPE	EASTING	NORTHING	INLET WIDTH x HEIGHT / DIA (mm)	INLET INV LEV	OUTLET WIDTH x HEIGHT / DIA (mm)	OUTLET INV LEV	PIT ENDWALL RL (Approx.)	REMARKS
A1	EW	529037.711	6050828.096			900 x 300	267.36	268.20	NSW ROADS & MARITIME SERVICES STANDARDS FOR CAST INSITU ENDWALLS.
A2	EW	529040.230	6050817.595	900 x 300	267.45			268.29	
B1	EW	529048.943	6050818.285			375	267.50	268.20	PRECAST ENDWALL
B2	EW	529056.815	6050821.217	375	267.56			268.26	PRECAST ENDWALL
C1	EW	529086.283	6050832.172			375	267.78	268.48	PRECAST ENDWALL
C2	EW	529094.149	6050835.117	375	267.87			268.57	PRECAST ENDWALL
D1	EW	528930.992	6050776.719			375	268.50		NO ENDWALL REQUIRED, USE EXISTING PE PIPWORK
D2	EW	528929.933	6050764.780	375	268.65				NO ENDWALL REQUIRED, USE EXISTING PE PIPWORK

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 DATUM: AHD

SCALE: AS SHOWN

JCA LAND CONSULTANTS
 Surveying - Engineering - Town Planning
 Suite 1, 38 High Street Wodonga Victoria, Australia 3690
 Phone 02 6062 3648 Email jca@jcalc.com.au www.jcalc.com.au

Quality Management System ISO 9001 trust-mark.com

PLAN STATUS: **DESIGN DEVELOPMENT**

4 LOT INDUSTRIAL SUBDIVISION
ENTERPRISE DRIVE
HOLBROOK
 PIPE DRAINAGE SECTIONS, PIT SCHEDULE, CATCHMENT PLAN

SHEET SIZE	A1
VERSION	01
DWG No.	26236
SHEET No.	5 of 5

TOURISM AND PROMOTIONS REPORT - JULY 2021

Prepared by: Kerrie Wise, Executive Assistant, Governance, Tourism and Promotions

Greater Hume Council Websites

Delivery Plan - 1.1.2.1

Objective - Engagement by Council to demonstrate Council leadership. (Continued implementation of the GHC Communication Plan.) (Maintain and manage the Greater Hume Council suite of websites which are compliant with accessibility standards. Seamless CMS(OpenCities) is the provider of Council's websites – Greater Hume Council, Visit Greater Hume, Greater Hume Children Services and Town and Village websites.)

Comments

		Greater Hume greaterhume.nsw.gov.au		GH Children Services ghchildren.com.au		Visit Greater Hume visitgreaterhume.com.au
July 2021		21	20	21	20	21
Website Traffic	New	4063	3236	591	200	403
	Returning	1440	1081	342	130	37
Traffic Source	Organic	3396	2952	277	195	221
	Direct	919	722	220	109	97
	Referral	573	215	404	19	98
	Social	165	47	32	7	3
Device Paths	Desktop	2508	2062	453	152	222
	Mobile	2208	1621	461	170	164
	Tablet	175	189	19	8	27
Bounce Rate	%	55.20	58.12	30.01	50.00	70.76

www.greaterhume.nsw.gov.au - top pages:

1. Your Greater Hume Council – Building and Development
2. Living in Greater Hume – Waste Facilities Opening Times Charges and Accepted Waste
3. Your Greater Hume Council – Careers with Us
4. Contact Us
5. Living in Greater Hume - COVID 19 Information Greater Hume area

www.ghchildren.com.au – top pages:

1. Family Day Care
2. Featured Content – Children and Families
3. Family Day Care – Enrol Your Child/Children
4. Holbrook Centre - Enrol Your Child/Children
5. Contact Us

www.visitgreaterhume.com.au – top pages:

1. Featured Content - Natural Wonders - Morgan's Lookout
2. Featured Content – Planning Trips and Tours
3. Featured Content – Be Inspired
4. Holbrook
5. Featured Content – Natural Wonders

Social Media

Delivery Plan - 1.1.2.1

Objective - Engagement by Council to demonstrate Council leadership. (Continued implementation of the GHC Communication Plan.) Implement and enhance on line communication tools using technologies such as social networking mechanism.

Comments

- Instagram, #visitgreaterhume – 828 followers
- Individual facebook pages:
 - Greater Hume Council – 2590 followers
 - Greater Hume Visitor Information Centre – 565 followers
 - Holbrook Submarine Museum – 1118 followers
 - Greater Hume Children's Services – 871 followers
 - Greater Hume Youth Advisory Committee – 426 followers
 - Buy Local in Greater Hume – 501 followers

Greater Hume Council Newsletters

Delivery Plan - 1.2.1.1

Objective - Implement the planned community engagement processes using various communication strategies. (Develop two Council newsletters (Autumn and Spring) and a rates notice insert whilst ensuring effective and targeted content.)

Comments

The Greater Hume Council News Rates Insert has been sent out with all Greater Hume Rate Notices. This includes information on 2021-2022 budget highlights, amounts each Council department is receiving from budget, grants and funding obtained from previous financial year, information on constitutional referendum and other information for residents and ratepayers.

Grants and Funding

Delivery Plan - 3.2.1.2, 4.1.1.1

Objective - Continue to support and develop sporting facilities and other community infrastructure. Identify opportunities for external grant funding.

Comments

The following grant applications have been recently submitted:

Name	About	Current
Austrade's Regional Tourism Bushfire Recovery Grant – Stream One - \$30,000 – Greater Hume and Henty Machinery Field Days Promotional Production	This project will be developing and promoting the videos, photography, social media posts, advertising and Hume Highway signage in order to attract visitors both old and new to Greater Hume and Henty Machinery Field Days.	Development of Hume Highway signage in conjunction. Seeking to extend grant to 2022 in light of recent COVID 19 restrictions.
Create NSW - Regional Cultural Fund - Digitisation Round – \$332,745 - In partnership with Albury City (lead agency) - Murray Region Digitisation Hub	The Project involves the engagement of a Digitisation Project Officer and development of a Digitisation Hub (Thurgoona Collection Store, 2 Hoffman Road, Thurgoona) to implement professional training programs for individual museums and facilitating the digitisation of at least 400 objects. AlburyCity is lead agent.	Hayley Lander, Digitisation Project Officer has commenced work overseeing the development of the Digitisation Hub, training and support to the museums during this project.
Museums & Galleries NSW - \$13,000	Greater Hume has engaged Nomad Films to research, develop, film and edit a 6 episode web series focused on the interpretation of objects and stories from each of the community museums, Culcairn Station Masters House Museum, Headlie Taylor Header Museum, Holbrook Submarine Museum, Holbrook Woolpack Inn Museum, Jindera Pioneer Museum and Wymah Schoolhouse Museum.	Artist contracts with Helen Newman and Alyson Evans from Nomad Films (http://www.nomadfilms.com.au/) are finalised. Helen and Alyson are currently meeting with all the museum volunteers to organise stories. Filming will take place over the next 3 months.
NSW Government - Bushfire Local Economy Recovery Fund - \$451,054 – Hanel's Lookout	This project at Hanel's Lookout (Woomargama National Park) will create viewing platforms, walk ways, sealed car park, sealed Hanel's Road, toilet, picnic area and signage.	Submitted, Awaiting Outcome
Stronger Country Communities Fund - Round 4	11 applications were submitted from various community groups and 9 GH Council applications. Totaling \$3,224,567.00	Awaiting Outcome
Crown Reserves Grant	4 applications from community groups were submitted. Totaling over \$800,000.	Awaiting Outcome

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council.

Comments

- Monthly newsletters are being sent to all Greater Hume Tourism Operators, providing latest information on COVID 19, tourism opportunities, marketing, social media and promotional campaigns as well as relevant contacts and statistics.
 - Currently managing 154 Greater Hume ATDW Listings. The Australian Tourism Data Warehouse (ATDW) is Australia's national platform for digital tourism marketing in Australia. Established in 2001, the ATDW is jointly owned and managed by all Australian state and territory government tourism bodies. ATDW distributes this information to over 60 partners' websites to support local tourism businesses in expanding their on line exposure, bookings and marketing.
 - Scheduled a six month social media Welcome to Greater Hume, providing tours and ideas of what people can do in Greater Hume between August 2021 and February 2022.
-

Visitor Information Centre and Submarine Museum

Delivery Plan - 3.3.1.1.06, 3.3.1.1.05

Objective - Offering visitors to Greater Hume information and advice on accommodation, places to eat, attractions, maps, tours, road conditions, events and other general information. Reception and admission to Submarine Museum.

Comments

Visitor Information Centre Statistics:

July 2021 - Walk In – 355, Phone Calls - 15, Emails – 5.

July 2019 - Walk In – 744, Phone Calls - 19, Emails – 0.

Submarine Museum Statistics:

July 2021 - Adult - 43, Child - 24, Concession - 19, Family – 27, Group – 0, Total - 113.

July 2019 - Adult - 40, Child - 47, Concession - 99, Family – 52, Group –26, Total - 264.

Events

Delivery Plan - 3.3.1.1, 2.1.1.1

Objective - To assist with the promotion of Greater Hume's many and varied events. Encourage more residents to be involved in Greater Hume and events.

Comments

Supporting the following events - Battle of the Border (Carriage Driving), Henty Machinery Field Days and various library events.

Australia Day

Delivery Plan - 1.1.2.7 and 2.1.1.1

Objective - Recognise community leaders and their efforts and encourage others in the community to take up leadership roles.

Comments

A meeting is planned with Rotary Club of Holbrook to commence planning for Greater Hume Australia Day celebrations at Holbrook.

Promotions

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council.

Comments

Emailed 'What's On in July' to Visitor Information Centres in NSW and VIC, coach/bus/tour companies, tourism operators within shire and regional, media, visitor information points and to interested residents in shire. Developing and have commenced rolling out of social media tiles on towns and villages, tours and itineraries. Organised a 1/2 page advert and editorial in Regional Lifestyle magazine for Spring edition. Organised adverts in Culcairn and Walbundrie Agricultural Show Schedules.

Signage

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council.

Comments

Currently organising visit Greater Hume signage on Hume Highway.

Murray Regional Tourism (MRT)

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council. (MRT is a joint venture between Albury, Balranald, Berrigan, Campaspe, Corowa, Deniliquin, Gannawarra, Greater Hume, Mildura, Moira, Murray, Swan Hill, Wakool, Wodonga, as well as Tourism Vic and Destination NSW.)

Comments

- Currently attending monthly zoom meetings with MRT and the VIC network group.
 - Planning to extend the Love The Murray campaign and cooperative marketing initiatives.
 - Continuous advocacy during the COVID 19 crisis.
-

Museums and Heritage

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council. (GHC currently has 11 public or private museums and three historical societies. Museum Advisor (Vanessa Keenan) – In partnership with Albury City Council and Museums and Galleries NSW.)

Comment

The Museum Adviser has been engaged again for 2021. During Dec and Jan we have applied for two grants and have been successful in obtaining both, see Grants and Funding for more information.

Murray Arts

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council. (Murray Arts aim is to actively assist the ongoing development of, and participation in, arts and culture throughout the Border region.)

Comment

Have been appointed to the Murray Arts Strategic Advisory Council (MASAC), which meets twice a year and sits alongside the Murray Arts Board to guide the direction of the organisation towards achieving its goals.

GREATER HUME SHIRE COUNCIL

Schedule of the Director Corporate Community Services' Schedule of Information to Council Meeting -
Wednesday 18th August, 2021


COMBINED BANK ACCOUNT FOR THE MONTH ENDED 31st July, 2021**CASHBOOK RECONCILIATION**

	General Fund	Trust Fund
General Ledger Cashbook Balance as at 1st July 2021	-31,872.68	41,593.47
Cashbook Movement as at 31st July, 2021	11,734.53	0.00
Less: Term Deposits included in Cashbook Balance (Trust only)	0.00	0.00
General Ledger Cashbook Balance as at 31st July, 2021	<u>-20,138.15</u>	<u>41,593.47</u>

BANK STATEMENT RECONCILIATION

Bank Statement Balance as at 31st July, 2021	NAB	\$6,955.22	41,593.47
	Hume	\$7,079.18	
	Bendigo	\$57.68	
	WAW	\$0.00	
	Total	<u>14,092.08</u>	<u>41,593.47</u>
(LESS) Unpresented Cheques as at 31st July, 2021		-37,953.85	0.00
(LESS) Unpresented EFT Payments as at 31st July, 2021		3,723.62	0.00
PLUS Outstanding Deposits as at 31st July, 2021		0.00	0.00
PLUS / (LESS) Unmatched Cashbook Transactions 31st July, 2021		0.00	0.00
Cashbook Balance as at 31st July, 2021		<u>-20,138.15</u>	<u>41,593.47</u>

I certify that all of Council's surplus funds have been invested in accordance with the Act, the regulations and Council's investment policies and that all cheques drawn have been checked and are fully supported by vouchers and invoices and have been certified for payment.


 Responsible Accounting Officer
 10 August 2021

This is page no.1 of Schedule No.1 of the Director Corporate & Community Services' Schedule of Information to Ordinary Council Meeting held on 18th August, 2021

GENERAL MANAGER

MAYOR

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
DA/2020/186	Applicant: Greater Hume Shire Council Jacob Wenke DR WALLA WALLA Lot: 84 DP: 1249844	Subdivision - Stage 2 - 11 Lots	\$0	4/12/2020	Approved	232	0	232
DA/2021/178	Applicant: K Walsh 34 Elizabeth ST GEROGERY Lot: 1 DP: 1232546	Dwelling Alterations & Additions	\$220,000	23/04/2021	Approved	18	70	18
DA/2021/99	Applicant: N J Gilchrist 4 Bent ST GEROGERY Lot: 1 DP: 1160984	Change of Use - Hairdressing Salon to Residential Dwelling	\$5,000	20/05/2021	Approved	63	0	126
DA/2021/107	Applicant: F R Finlay 7 Terlich WY JINDERA Lot: 103 DP: 1267384	New Shed	\$13,475	26/05/2021	Approved	21	36	21
DA/2021/108	Applicant: F R Finlay 12 Terlich WY JINDERA Lot: 118 DP: 1267384	New Shed	\$13,475	26/05/2021	Approved	21	36	21
DA/2021/112	Applicant: Shed Boss 2 Lawrence CT JINDERA Lot: 20 DP: 1054959	New Shed	\$13,514	28/05/2021	Approved	26	22	26
DA/2021/116	Applicant: L J Prindable 6 Huon ST GEROGERY WEST Lot: 230 DP: 753339	Dwelling Demolition	\$15,000	1/06/2021	Approved	20	23	20
DA/2021/117	Applicant: C A Willis	Boundary Adjustment	\$0	4/06/2021	Approved	42	14	42

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
Third AVE HENTY Lot: 3 DP: 601147 Lot: 26 DP: 1099296 Lot: 25 DP: 1099296								
DAI/2021/120	Applicant: Shed Boss 27 Gardenia PL JINDERA Lot: 808 DP: 1219301	New Shed	\$46,434	9/06/2021	Approved	28	0	28
DAI/2021/122	Applicant: CSKY Services Pty Ltd 25 Pine La WALLA WALLA Lot: 130 DP: 753764	New Dwelling and Garage	\$350,000	10/06/2021	Approved	27	0	27
DAI/2021/124	Applicant: Yackandandah Engineering 1-3 Begg DR JINDERA Lot: 37 DP: 1071093	Industrial Shed Extension	\$87,406	18/06/2021	Approved	22	0	22
DAI/2021/125	Applicant: MA East 436 Dights Forest RD JINDERA Lot: 1 DP: 1140932	New Garage & Carport	\$16,632	21/06/2021	Approved	24	0	24
DAI/2021/126	Applicant: Vincent Ross Homes Pty Ltd 7 South ST HENTY Lot: 18 Sec: C DP: 5282	New Dwelling and Shed	\$347,837	22/06/2021	Approved	23	0	23
DAI/2021/128	Applicant: Waterline Building Services Pty 29 Coogera CCT JINDERA Lot: 702 DP: 1202940	New Dwelling and Garage	\$501,271	24/06/2021	Approved	22	0	22
DAI/2021/130	Applicant: Lewis Dickson Homes Pty Ltd 7 Terlich WY JINDERA Lot: 103 DP: 1267384	New Dwelling and Garage	\$360,345	1/07/2021	Approved	22	0	22

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
DA/2021/134	Applicant: Henty Community Civic Centre 21 South ST HENTY Lot: 99 DP: 753741 Lot: 97 DP: 753741	New Signage	\$4,000	1/07/2021	Approved	26	0	26
DA/2021/135	Applicant: Lewis Dickson Homes Pty Ltd 12 Terlich WY JINDERA Lot: 118 DP: 1267384	New Dwelling and Garage	\$357,300	5/07/2021	Approved	24	0	24
DA/2021/136	Applicant: Critos Construction & Rigging 16 Terlich WY JINDERA Lot: 116 DP: 1267384	New Shed	\$19,500	5/07/2021	Approved	12	12	12
DA/2021/137	Applicant: North East Sheds & Alfrescos 9 Hueske RD JINDERA Lot: 9 DP: 243541	New Shed	\$19,995	6/07/2021	Approved	23	0	23
DA/2021/139	Applicant: Akro Constructions 16 Bath ST HOLBROOK Lot: 2 DP: 1001817	New Dwelling and Garage	\$244,000	8/07/2021	Approved	22	0	22
DA/2021/140	Applicant: TLV Constructions 20 Wallace ST HOLBROOK Lot: 37 DP: 4045	New Shed	\$15,000	9/07/2021	Approved	21	0	21
DA/2021/142	Applicant: Greater Hume Shire Council 65 Peel ST HOLBROOK Lot: 12 Sec: 32 DP: 758522 Lot: 13 Sec: 32 DP: 758522	Boundary Adjustment - Rectify Encroachment	\$0	15/07/2021	Approved - Exempt Development	1	0	1

Applications Approved



05/08/2021

Approved Between 1/07/2021 and 31/07/2021

c_dm073

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
CDC/2021/39	Applicant: Shed Boss 20 Protea CT JINDERA Lot: 906 DP: 1264008	New Shed	\$48,090	14/07/2021	Approved	19/07/2021	6	0 6
CDC/2021/40	Applicant: D R Perkins 5 Cottonwood LA JINDERA Lot: 2 DP: 286934	New Dwelling and Garage	\$498,951	14/07/2021	Approved – Private Certifier	14/07/2021	1	0 1
CDC/2021/41	Applicant: B A McLellan Ferndale RD RAND Lot: 48 DP: 753726	New Swimming Pool	\$38,796	20/07/2021	Approved – Private Certifier	20/07/2021	1	0 1
CDC/2021/42	Applicant: Afonso Building Solutions 18 Anvil RD JINDERA Lot: 326 DP: 1242303	New Dwelling and Garage	\$278,725	9/07/2021	Approved – Private Certifier	9/07/2021	1	0 1
CDC/2021/43	Applicant: K E Robins 253 Coogera CCT JINDERA Lot: 518 DP: 1236708	New Swimming Pool	\$50,300	25/07/2021	Approved – Private Certifier	25/07/2021	1	0 2
CDC/2021/44	Applicant: Cavalier Homes Albury 15 Jacob Wenke DR WALLA WALLA Lot: 78 DP: 1249844	New Dwelling and Garage	\$288,620	29/07/2021	Approved – Private Certifier	29/07/2021	1	0 1
CDC/2021/45	Applicant: Farrugia Building 20 Pomegranate DR JINDERA Lot: 213 DP: 1237080	New Swimming Pool	\$69,011	28/07/2021	Approved – Private Certifier	28/07/2021	1	0 1

Colin Clark
Director Environment & Planning
Greater Hume Shire Council

Report Totals & Averages
 Total Number of Applications : 29
 Total Estimated Cost : 3,922,677.00
 Average Elapsed Calendar Days: 35.48
 Average Calendar Stop Days: 7.34
 Average Adjusted Calendar Days: 28.14
 Total Elapsed Calendar Days: 1029.00
 Total Calendar Stop Days: 213.00
 Total Adjusted Calendar Days: 816.00

GREATER HUME COUNCIL
AUDIT, RISK & IMPROVEMENT COMMITTEE

Chairman's Summary – August 2021

Introduction

We welcomed Brad Bohun of Crowe Horwath (external audit contractors, by Zoom), Matthew Knox of National Audits (internal auditor) and Damien Connell of Statewide Mutual to the meeting.

External Audit

Brad Bohun summarised the contents of the interim management letter, noting that the few items listed indicated that Council's basic financial controls were operating well. The Committee noted that the resolution of some items was being delayed by time constraints but he advised that all indications are that Council will complete its Annual Financial Statements well within the required timeframes.

Internal Audit

The internal audit report on *Plant Operations* prompted extensive discussion, more from the point of view of plant operations generally than from the direct results of the assignment. Points raised by members included the following:

- A summary of plant working accounts for all plant items should be considered by Manex at least annually.
- Allocation of funding to Plant Replacement Reserve each year should be based on the forward plant replacement requirements rather than plant operating results.
- Data used by plant managers must align with financial data, and this is enhanced by use of hourmeter / odometer rates rather than composite rates.
- End of year plant working accounts should be balanced as near as practicable to avoid late adjustments to capitalised cost on construction jobs.
- There is a clear distinction between *internal hire rates*, which are cost price, and *grant* and *private hire rates*, which are selling prices.

The Committee was of the view that Council should conduct a strategic review of plant operations, but that given current resource pressures this should be deferred until adequate resources become available.

Other Reports

General Manager's Verbal Report

At each meeting the General Manager provides a verbal report principally directed at any protected disclosures, to the extent that the confidentiality provisions of the relevant legislation permits.

Statewide Mutual Continuous Improvement Program

Damien Connell provided a comprehensive report on the results of the CIP for *building assets, event management, footpaths* and *motor vehicles*. The Committee was particularly pleased to note the results for *events management*, described by Damien as the best in the region, following the internal audit assignment completed shortly before, and commended Risk Officer, Jackie Lister.

Being an improvement program, there were many specific improvements (44) listed, many of which were minor or assessed as low risk. The Committee decided to limit its formal follow up, in the first instance, to those items assessed as high risk or above with a targeted completion date within the next 12 months. The remaining items will be reviewed for inclusion in 12 months time.

Risk / WHS Committee Minutes

The Chairman noted that the Committee at present is not taking any specific action to satisfy itself that the risks relating to WHS are being appropriately addressed, and suggested that review of Risk/WHS Committee minutes and the Statecover Self-Audit Report should adequately serve this purpose, and this was agreed to.

Committee OperationsAnnual Report to Council

The Committee's Annual Report to Council was adopted and I will attend at the next Council meeting both to formally present the report and to answer any questions Councillors may have about the Committee's operations.

Audit Committee Follow-up Matrix

The Committee reviewed progress in giving effect to accepted recommendations, and noted the completion of a number of items.

David G Maxwell
ARIC Chairman

MINUTES
GREATER HUME COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE,
HELD ON 3 AUGUST 2021

PRESENT

David Maxwell – Independent Chairperson
John Batchelor – Independent Committee Member
Cr Tony Quinn – Councillor, Greater Hume Council Matthew Knox – Internal
Cr Heather Wilton – Mayor, Greater Hume Council Auditor Provider,
Cr Lea Parker – Councillor, Greater Hume Council
Steven Pinnuck – General Manager, Greater Hume Council (from 11am)
Matthew Knox – Internal Audit Provider, National Audits Group (for Item 6)
Jackie Lister – Risk Officer, Greater Hume Council
Damian Connell – Regional Risk Manager – Statewide Mutual

APOLOGIES

Dean Hart – Chief Financial Officer, Greater Hume Council

1. WELCOME AND APOLOGIES

Apology received from Dean Hart.

RESOLVED [Cr Wilton/John Batchelor]

That the apology from Dean Hart be accepted.

2. ACKNOWLEDGEMENT OF COUNTRY

Chairperson offered an Acknowledgement of Country at the commencement of the meeting:
“I acknowledge that this meeting is being held on the traditional lands of the Wiradjuri
people, and pay my respect to elders both past and present”.

3. DECLARATIONS OF INTEREST

Nil

4. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING 4 MAY 2021**RESOLVED [Cr Quinn/Cr Wilton]**

That the Minutes of the Greater Hume Council Audit, Risk and Improvement Committee
meeting held on 4 May 2021 as printed and circulated be confirmed as a true and correct
record of the proceedings of the meetings.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6. EXTERNAL AUDIT**a) Interim Management Letter 2021**

Interim Management Letter as issued by NSW Audit Office was tabled. Brad Bohun provided
the Committee with an overview of the key matters raised in the report.

MINUTES
GREATER HUME COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE,
HELD ON 3 AUGUST 2021

RESOLVED [Cr Wilton/Cr Parker]

That:

1. The Interim Management Plan as tabled be received and noted
2. Outstanding matters be included in the Audit Matrix Report

7. INTERNAL AUDIT

a) Internal Audit Status Report

Internal Audit Status Report tabled and comment provided by Internal Auditor.

RESOLVED [Batchelor/Cr Quinn]

That the Internal Audit Status Report be received and noted

b) Report – Plant Operations

Matthew Knox provided an overview of the internal audit project and major findings / recommendations from the review. Comment made that scope of assignment was very broad however a number of key factors were highlighted and a number of recommendations made.

RESOLVED [Cr Wilton/Batchelor]

That:

1. The Internal Audit Report – Plant Operations be received and noted and management comments be endorsed and included in the Follow-Up Matrix.
2. Outstanding matters be included in the Audit Follow-up Matrix Report
3. Council consider a strategic review of plant operation policies as resources permit.

8. REPORTS FROM OTHER AGENCIES AND OTHER MATTERS

a) Verbal report from General Manager

RESOLVED [Cr Quinn / Cr Wilton]

General Manager's verbal report be received and noted

b) Report from Risk & Safety Coordinator

Jackie Lister and Damian Connell presented reports showing results to date in Council's 2020/2021CIP self-assessment workbook.

RESOLVED [Batchelor/Cr Wilton]

That:

1. The presentation and report on Council's 2020/2021CIP self-assessment project be noted.
2. Identified items that have been identified as a risk rating of High or above and with a definitive target date for completion be included on the Audit Follow-up Matrix
3. Remaining items be reviewed for inclusion in the Audit Follow-up Matrix after 12 months
4. The information report on Council's Risk Register be noted
5. ARIC review future Risk / WHS Committee minutes

MINUTES
GREATER HUME COUNCIL AUDIT, RISK AND IMPROVEMENT COMMITTEE,
HELD ON 3 AUGUST 2021

9. COMMITTEE OPERATIONS

a) Draft ARIC Report to Council

RESOLVED [Batchelor/Cr Wilton]

That the ARIC Report to Council 30 June 2021 be endorsed and presented to the August 2021 meeting of Council.

b) Audit Committee Follow up Matrix

RESOLVED [John Batchelor/Cr Parker]

That the Audit Follow-Up Matrix be received and noted

10. NEXT MEETING

7 September 2021

There being no further business the meeting closed at 12.07pm

(NOTE: All meetings will commence 10am at the Culcairn Chambers)