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**ORDINARY MEETING OF GREATER HUME COUNCIL
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MAYORAL MINUTE

NOTICE OF MOTIONS

1. NOTICE OF MOTION – LAVINGTON TO JINDERA SHARED PATH

Notice of Motion submitted by Cr Jenny O’Neill

Cr Jenny O’Neill has submitted a Notice of Motion –

“That Council write to Albury City Council seeking to re-establish the Lavington to Jindera Shared Path Working Group with the view of both Councils including funding for a feasibility study in the 2022/2023 Budget.”

Note:

This project has significant and demonstrated community support and it is important that a feasibility study be undertaken to ascertain its financial and environmental viability.

Whilst it is recognized that the project would not proceed without significant external funding the feasibility study would determine whether the matter should be pursued or abandoned.

2. NOTICE OF MOTION – MOBILE PHONE SERVICE IN GREATER HUME COUNCIL AREA

Notice of motion submitted by Cr Lea Parker

Cr Lea Parker has submitted a Notice of Motion –

“That Council seeks the cooperation of the Hon. Sussan Ley MP, Member for Farrer to coordinate a meeting with Hon. Paul Fletcher MP, Minister for Communication regarding poor mobile phone service throughout the Greater Hume Council area.”

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OFFICERS' REPORTS – PART A - FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. ENDORSEMENT OF GREATER HUME COUNCIL SUBMISSION – DRAFT STATE SIGNIFICANT AGRICULTURAL LAND MAP

Report by Director Environment and Planning – Colin Kane

REASON FOR REPORT

For Council to resolve whether to support a submission prepared and submitted by the Director Environment and Planning in response to the exhibition of the Department of Primary Industries Draft State Significant Agricultural Land Map.

REFERENCE TO DELIVERY PLAN

Nil

DISCUSSION

The New South Wales Department of Primary Industries (DPI) has undertaken a mapping program to identify State Significant Agricultural Land (SSAL) which is intended to be used to provide information to planning authorities, land holders and development proponents about the location of the best agricultural land in the state. The DPI indicates that a map of SSAL is an essential component of agricultural land use planning, enabling clearer local planning with informed prioritisation of future land uses.

DPI has produced a "State Significant Agricultural Land Mapping Data Summary Statement" which is included in **ANNEXURE 1**. This document describes the process and the data sets that was utilised by the DPI to produce the map of SSAL. It can be observed from the map of SSAL that very little of Greater Hume Council area has met the criteria to be considered SSAL.

In 2019 there was similar mapping released by DPI on a regional level referred to as the Riverina Murray Important Agricultural Lands Mapping. At that time Council made a submission to the exhibition of this project which is included in **ANNEXURE 2**. It is considered by the author that the methodology to produce the two mapping projects is similar although SSAL mapping shows even less land as being important or significant within the Greater Hume LGA.

The exhibition period for the SSAL mapping has prevented Council receiving a report to endorse a submission before the closure for submissions. The author has made a submission in response to the exhibition which is included at **ANNEXURE 3**.

BUDGET IMPLICATIONS

There is no cost to the budget in preparing the submission.

CONCLUSION

Most of Greater Hume Council area has not been mapped as SSAL and consequently there will not be the same level of protection that would preserve land for agricultural purposes. The author has made a submission in response to the exhibition of the draft SSAL mapping and Council may elect to endorse this submission. The Department of Primary Industries will be advised of Council's decision to endorse the submission.

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ENDORSEMENT OF GREATER HUME COUNCIL SUBMISSION – DRAFT STATE
SIGNIFICANT AGRICULTURAL LAND MAP [CONT'D]

RECOMMENDATION

Council endorse the submission made by the Director Environment and Planning to the exhibition of the Draft State Significant Agricultural Land Map.

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**2. REQUEST FOR EXTENSION OF SWIMMING SEASON – HOLBROOK
Report by Director Environment and Planning - Colin Kane**

REASON FOR REPORT

To permit Council to make a determination in response to a request to extend the swimming pool season for Holbrook.

REFERENCE TO DELIVERY PLAN

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

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

DISCUSSION

Council has received a request from Margot Pitzen on behalf of the Holbrook pool users to extend the swimming pool season until the end of March. The request is included in **ANNEXURE 4**.

It is common for Council to get requests to extend the season and the basis for this request is that there has been lost time due to the pool closing for extra cleaning and inclement weather. It is advised that there was 5 days lost for swimming due to the need for Council to undertake extra cleaning which was an abnormal event. Lost time due to inclement weather happens during most years.

There is a number factors that Council should consider in deciding whether to grant this request and these factors are discussed below:

- Council's budget is calculated to fund a specific number of hours for the pools to be open over the season. Extending the season will increase Council's costs primarily due to providing supervision but also maintenance, chemical and utility costs.
- There are 5 swimming pools in the Council area and extending the season for one pool will likely result in a request for all pools to be provided with an extended season.
- Providing supervision for the entire season is very challenging as many lifeguards are students and therefore have reduced availability towards the end of a season.
- Patronage often drops off considerably at the end of the season as winter sports commence and people have increased commitments when schools resume.

In past years Council has allowed the Holbrook pool to be used for a small number of days for competitive swimmers to train. The coach is a qualified lifeguard and so the cost to permit this use has been minimal being only the cost to maintain the water quality.

BUDGET IMPLICATIONS

The extension of the swimming pool season for an additional 3 weeks would result in a 13 percent increase in costs if the extension was for all the swimming pools. Extending the pool season at any of the pools would require an additional budget allocation.

CONCLUSION

It might be appropriate for Council to permit a one week extension due to the closure of the pool for the abnormal cleaning. Thereafter the pool should close to the general public but remain available for a limited time for competitive training on the proviso that a qualified lifeguard provides supervision on a volunteer basis.

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REQUEST FOR EXTENSION OF SWIMMING SEASON – HOLBROOK [CONT'D]

RECOMMENDATION

1. Council refuse the request for the extension of the swimming pool season until the end of March.
2. That the season be extended for Holbrook until 20 March 2022 due to the need for a closure to undertake an abnormal clean.
3. The pool be available for competitive swimmers training for events until 31 March on the proviso that a qualified lifeguard provides supervision on volunteer basis.

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3. DEVELOPMENT APPLICATION 10.2021.72.1 – SERVICE STATION, SIGNAGE & ASSOCIATED INFRASTRUCTURE - RAILWAY PARADE HENTY

Report by Consultant Planner – Habitat Planning

REASON FOR REPORT

Council is in receipt of an application for development of a service station at Railway Parade, Henty. The subject land is at the corner of Railway Parade and Sladen Street East and consists of three lots described as Lots 1, 2 and 3 in DP12560.

This report represents an assessment of the application under the *Environmental Planning and Assessment Act 1979* (“the Act”) by town planning consultants Habitat Planning on behalf of Council.

The applicant is RJ Sinclair Pty Ltd and landowners are North Manilla Petroleum Pty Ltd. This application is being reported to Council because a number of submissions have been received.

REFERENCE TO DELIVERY PLAN

DISCUSSION

The proposed development will involve construction of a new service station, signage and associated components which can be summarised as follows:

- construction of a new 185m² sales and retail building;
- construction of a light vehicle refuelling forecourt with attached canopy structure, with four (4) dual sided multi-product refuelling dispensers;
- construction of a heavy vehicle refuelling forecourt and detached canopy structure, with one (1) dual sided refuelling dispenser
- 8 vehicle parking spaces, including 1 disabled space;
- 3 x underground fuel storage tanks, comprising 1 x 90kl Diesel/AdBlue tank, 1 x 90kl E10/ULP95/ULP98 tank and 1 x 90klULP 91/Premium Diesel tank
- business identification signage, including 1 x freestanding 8 metre pylon sign, 3 x 2.5m x 0.6m canopy fascia sign, 2 x 3.0m x 1.0m building fascia sign.
- new entry only driveway crossover from northern site boundary at Sladen Street East;
- new exit only driveway from south west corner boundary to Railway Parade; and
- proposed site landscaping to all boundaries

The subject site is presently vacant, with all previous buildings and vegetation having been removed previously. The site is entirely enclosed by fencing, which is proposed to be removed.

The layout of the proposed development places the proposed sales and retail building within the centre of the land and has refuelling forecourts for light vehicles to the west and for heavy vehicles south. Proposed car and truck fuelling areas will be separated, however movement paths will follow a consistent alignment.

The proposed service station will be accessed in a ‘one-way’ configuration with traffic entering the property at the north eastern corner of the site from Sladen Street East via a new driveway crossover. Vehicles will continue through the site and egress to Railway Parade via a new concrete crossover. This arrangement will require adequate directional signage to be provided which will be a condition of consent.

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DEVELOPMENT APPLICATION 10.2021.72.1 – SERVICE STATION, SIGNAGE & ASSOCIATED INFRASTRUCTURE - RAILWAY PARADE HENTY [CONT'D]

Proposed swept path drawings provided with the application indicate that heavy vehicles, including delivery vehicles, will travel along the eastern boundary and the southern boundary to access the tank filling locations and the heavy vehicle refuelling dispensers. Light vehicles will travel to the west of the central building to access the light vehicle refuelling forecourt.

The central sales building will contain a single open plan sales area, console area, freezer and coolroom location, storeroom, office and unisex toilet. The store room, coolrooms and office space will be located on the eastern side of the building and will be accessible only by staff. Sales areas and toilet facilities will be public accessible.

Externally, the building is proposed as a single storey building with a height of 4.2 metres. It is proposed to have glazed window openings to the western, southern and northern facades and a main sliding door entry and glazing to the northern elevation, facing Sladen Street East.

An attached canopy will project west of the main building over the light vehicle refuelling forecourt. This canopy is proposed with a clearance of 4.6 metres and height to top of roof line of 5.6 metres. A separate standalone canopy structure with dimensions of 8 m x 9m is proposed to the south of the central sales building. It is proposed with an overall height of 6.5 metres and a clearance of 5.5 metres.

Signage for the development will include use of building wall signage, fascia signage and freestanding pylon sign. One (1) freestanding pylon sign is proposed at the north west corner of the site, addressing Railway Parade and Sladen Street East. It is proposed with a height of 8 m and would contain an illuminated tenant identification sign box to upper the 2.6 metres and an illuminated fuel price board to the lower 4.5 metres. 5 x Canopy fascia signs are proposed to the two canopies, facing the street frontages. 2 x building wall signs are proposed to the central building, with one to the northern elevation and one to the western elevation.

The proposal includes landscaping to nominated areas along all site boundaries. The submitted plans also nominate an acoustic fence to the eastern and partial southern boundary, with a 1.8 metre lapped and capped fence to the remaining common boundaries.

The proposed plans including the site plan, floor plans, elevations and landscape plans are attached at **ANNEXURE 5**.

CONSULTATION & REFERRAL PROCESS

The application was referred to adjoining landowners and given public notification of exhibition between 23 April 2021 to 12 May 2021. Council received a total of nine (9) submissions (refer to **ANNEXURE 6**) objecting to the proposal. Two (2) of these submissions included multiple names signed as a petition.

Following completion of the notification period, Council sought further information from the applicant on a range of matters, including a number of matters which were identified in submissions. The applicant provided additional information to Council in the form of a number of additional technical documents and assessments, as well as minor revisions to the plans.

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Council therefore re-notified the application on 22 November 2021 until 10 December 2021 and received seven (7) submissions.

The issues raised in the submissions are summarised as follows:

Noise impacts

- potential noise from truck movements accessing and exiting the property during late night periods;
- potential to impact upon the quiet enjoyment of residential properties surrounding the site;
- no acoustic report/details submitted with the proposed application or used to develop the proposed layout;

Traffic and parking

- potential for damage to road surface by large trucks having to negotiate the Sladen Street East and new access movement path;
- potential concerns with possible stacking/queuing of vehicles at the northern entry of the site
- concern with additional traffic generated on Graham Street
- concern that vehicles will access Fox Street and Graham Street as an alternative and more convenient access;
- no consideration of alternative entry to the site to avoid impacts on the main road network
- lack of Traffic Impact Assessment to consider impacts on road network;
- potential impacts on safety of pedestrians, including school aged children and elderly residents of the surrounding area
- extra impact on road network at times of high traffic demand such as Henty Field Days
- vehicles accessing the site will have to cross double white lines to access the site;
- lack of detail on intersection treatments;
- concern that there will be inadequate management or control of the proposed one-way movement;
- no identified parking for vehicles with trailers
- lack of parking against DCP requirements and inadequate justification of this shortfall;

Amenity

- lighting causing impacts to amenity of adjoining properties
- potential amenity issues (i.e. noise, lights, dust) and movement of trucks, particularly during late night periods;
- amenity impacts to residents from trucks standing in the parking areas with trailer fridges and other components operating as well as ancillary truck and vehicle noise;
- concerns with the proposed 24-hour per day operations and the associated impacts arising from this use.

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DEVELOPMENT APPLICATION 10.2021.72.1 – SERVICE STATION, SIGNAGE & ASSOCIATED INFRASTRUCTURE - RAILWAY PARADE HENTY [CONT'D]

Context and character

- inappropriate development for the RU5 Village Zone
- potential cumulative amenity impact from having three service stations along the immediate area

Documentation submitted

- lack of Traffic Impact Assessment
- lack of Noise Impact Assessment
- lack of assessment of the proposal against SEPP33 -Hazardous or Offensive Development requirements
- lack of assessment of the proposal against SEPP Infrastructure, given that the land is adjacent to classified road
- lack of details on signage and landscaping
- no swept path analysis to consider turning of vehicles and movement of vehicles through the site
- lack of detail within the submitted documentation generally;
- lack of assessment to properly consider impact upon amenity

Suitability of the site

- proposal does not appear proportional to the site area;
- unnecessary to have additional service station within the immediate area;
- concern that other similar businesses have not been viable in the immediate area

Notification process

- Inadequate notice period was provided and not enough residents were notified

Consideration of the issues raised in the submissions received is made later within this report. A copy of the submissions received are attached at **ANNEXURE 6**.

The application was also notified to Transport for NSW (TfNSW) as the proposal involved alterations to access from a classified road (Railway Parade). TfNSW raised no objections to the development subject to conditions. A number of conditions were requested, which are set out further in this assessment.

A copy of responses from agencies is provided at **ANNEXURE 7**.

ENGINEERING COMMENT

Council's Engineering Department has inspected the site and made the following comments regarding the proposal:

Sewer

- Existing sewer is available to the site
- Proposal would require a Liquid Trade Waste approval, depending on the nature of activities.
- Section 64 charges will be required for the development.

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Driveway/Crossovers

- Joining of industrial (heavy duty) crossings onto existing driveway inverts will be required
- Footpath around the perimeter of the site is required.

ASSESSMENT

The following represents an assessment of the application as required by Section 4.15(1) of the EP&A Act.

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

State Environmental Planning Policy No. 33 – Hazardous or Offensive Development (SEPP 33)

SEPP33 is applicable to developments which are considered by the policy to be a 'potentially hazardous industry' or a 'potentially offensive industry'.

Clause 12 of the policy states that:

“A person who proposes to make a development application to carry out development for the purposes of a potentially hazardous industry must prepare (or cause to be prepared) a preliminary hazard analysis in accordance with the current circulars or guidelines published by the Department of Planning and submit the analysis with the development application.”

The SEPP sets out the following definitions as relevant:

potentially hazardous industry means a development for the purposes of any industry which, if the development were to operate without employing any measures (including, for example, isolation from existing or likely future development on other land) to reduce or minimise its impact in the locality or on the existing or likely future development on other land, would pose a significant risk in relation to the locality:

(a) to human health, life or property, or

(b) to the biophysical environment,

and includes a hazardous industry and a hazardous storage establishment.

and

potentially offensive industry means a development for the purposes of an industry which, if the development were to operate without employing any measures (including, for example, isolation from existing or likely future development on other land) to reduce or minimise its impact in the locality or on the existing or likely future development on other land, would emit a polluting discharge (including for example, noise) in a manner which would have a significant adverse impact in the locality or on the existing or likely future development on other land, and includes an offensive industry and an offensive storage establishment.

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The determination of whether a proposal is a potentially hazardous or offensive industry relies on a risk screening process. This provides a systematic approach for assessing development proposals for potentially hazardous and offensive industry or storage rather than categorising on the basis of the particular type of industry.

In this instance, the proposal involves storage of fuels in large quantities within the property which, if improperly managed, has the potential to be hazardous to human or biophysical health. Petrol stations are industries that may fall under the definitions of 'potentially hazardous industry' of SEPP33.

The '*Hazardous and Offensive Development Application Guidelines – Applying to SEPP 33 (January 2011)*' sets out a risk screening process to be followed in determining whether or not a proposal is potentially hazardous. The screening method is based on broad estimates of the possible off-site effects or consequences from hazardous materials present onsite, taking into account locational characteristics. If the quantity/distance is less than the screening threshold, then no further analysis is necessary.

The applicant has prepared a Preliminary Hazard Assessment (PHA) including the relevant consideration against the risk screening process of SEPP33.

In relation to fuel storage, the classification of the petrol as Class 3 PGII and a storage capacity in this instance of 240 KL or 176.88 tonnes. The storage is below ground, with the storage volume to be divided by 5. The applicant's assessment has also multiplied the volume by 0.95 to reflect a safe filling limit of 95%. This results in a total volume of 33.6 tonnes for screening purposes.

At 33.6 tonnes, the risk screening process from SEPP 33 requires a separation distance of 10.0 metres from sensitive boundaries and 7.0 metres from other boundaries. The applicant's assessment and plans demonstrate that minimum threshold distances can be achieved. The submitted PHA has considered the transportation screening thresholds under SEPP 33. The proposal is to rely upon 3 deliveries per week which is well below the transportation thresholds.

Having regard to the applicable thresholds, the applicant has provided sufficient detail to demonstrate that the proposal is not potentially hazardous under SEPP33.

State Environmental Planning Policy No. 55 – Remediation of Land (SEPP55)

SEPP55 is applicable for consideration as the consent authority must consider whether or not land is contaminated as part of the development assessment.

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Clause 7 of SEPP 55 refers to contamination and remediation to be considered in determining development application and states:

A consent authority must not consent to the carrying out of any development on land unless:

- (a) it has considered whether the land is contaminated, and*
- (b) if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and*
- (c) if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose.*

The applicant has provided a preliminary site assessment investigation for potential contamination of the site. The assessment investigated the possible presence of contaminants from previous use of the site as a service station with UPSS systems installed on the land.

The findings of the report are that there is no significant contamination on the site and that site is suitable provided that recommendations of the report are undertaken. These recommendations are recommended as conditions of consent for this development.

Council can therefore be satisfied that the site is suitable for the proposed development without need for any remediation.

State Environmental Planning Policy No. 64 – Advertising Signage (SEPP64)

SEPP64 is applicable as the proposal involves signage which requires consent under the *Greater Hume Local Environmental Plan 2012* and is visible from a public place. The SEPP aims to ensure that signage (including advertising) is compatible with the desired amenity and visual character of an area, provide effective communication in suitable locations and is of a high degree of quality design and finish.

Under Part 2 Clause 8 of SEPP 64 a consent authority must not grant development consent to an application to display signage unless the consent authority is satisfied that:

- (a) that the signage is consistent with the objectives of this Policy as set out in clause 3 (1) (a), and*
- (b) that the signage the subject of the application satisfies the assessment criteria specified in Schedule 1.*

The objectives of the policy and the assessment criteria of Schedule 1 have been addressed by the applicant in a revised SEE and are further considered below.

Clause 17 of the SEPP refers to advertisements with display area greater than 20m² or higher than 8 metres above ground. These considerations apply to and states:

- (1) This clause applies to an advertisement:*
 - (a) that has a display area greater than 20 square metres, or*
 - (b) that is higher than 8 metres above the ground.*
- (2) The display of an advertisement to which this clause applies is advertised development for the purposes of the Act.*

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- (3) *The consent authority must not grant consent to an application to display an advertisement to which this clause applies unless:*
- (a) *the applicant has provided the consent authority with an impact statement that addresses the assessment criteria in Schedule 1 and the consent authority is satisfied that the proposal is acceptable in terms of its impacts, and*
 - (b) *the application has been advertised in accordance with section 79A of the Act, and*
 - (c) *the consent authority gave a copy of the application to the RTA at the same time as the application was advertised in accordance with section 79A of the Act if the application is an application for the display of an advertisement to which clause 18 applies.*

The proposal includes a large freestanding pylon sign with a height of 8 metres, with a sign zone of 6.5m² on three faces (totalling 19.5m² of total display area). Therefore, this clause does not apply.

The *Greater Hume Development Control Plan 2012* (“the DCP”) includes provisions relating to advertising signs, which is addressed further below.

Clause 23 of SEPP64 refers to freestanding advertisements and states:

- (1) *The consent authority may grant consent to the display of a freestanding advertisement only if the advertising structure on which the advertisement is displayed does not protrude above the dominant skyline, including any buildings, structures or tree canopies, when viewed from ground level within a visual catchment of 1 kilometre.*
- (2) *This clause does not prevent the consent authority, in the case of a freestanding advertisement on land within a rural or non-urban zone, from granting consent to the display of the advertisement under clause 15.*

The proposed freestanding sign incorporates a height of 8 metres and is forward of the building line on the primary corner, on the basis that it is required to be visible from the Olympic Highway and the surrounding approach such as Sladen Street East and vehicles approaching from the main centre of Henty. The intent of clause 23 is to ensure that any proposed freestanding sign is consistent with the surrounding context and not visually dominate the area.

The application provides a single elevation of the proposed freestanding sign, but does not place this sign in context to the surrounding buildings. At a total height of 8 metres, it is not considered that this sign is inappropriate for the context or out of scale to the proposed development, noting that the canopies of the proposal will be up to 6.5 metres in height.

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DEVELOPMENT APPLICATION 10.2021.72.1 – SERVICE STATION, SIGNAGE & ASSOCIATED INFRASTRUCTURE - RAILWAY PARADE HENTY [CONT'D]

ASSESSMENT CRITERIA	COMMENT
CLAUSE 3- AIMS AND OBJECTIVES	
(a) to ensure that signage (including advertising): (i) is compatible with the desired amenity and visual character of an area, and (ii) provides effective communication in suitable locations, and (iii) is of high quality design and finish, and	The proposed signage package for the development comprises wall and fascia signage and large freestanding pylon signage. The signage is considered to appropriately communicate the proposed functions of the building and identify the tenant. It is considered that the signage is appropriate for a service station development and is proportional to the buildings and site generally. Proposed signage is integrated into the building design and therefore considered to be of a high quality design.
(b) to regulate signage (but not content) under Part 4 of the Act, and	This assessment represents appropriate consideration of the signage.
(c) to provide time-limited consents for the display of certain advertisements, and	The proposed signage is intended to be permanent for the building and proposed activity. No time limit is intended to be imposed.
(d) to regulate the display of advertisements in transport corridors, and	The signage considered as part of this application is located wholly within the subject land only, with no signs proposed in transport corridor land.
(e) to ensure that public benefits may be derived from advertising in and adjacent to transport corridors.	The proposed signage is to be located adjacent to a classified road for the purposes of identification of a proposed service centre to occupy the same property. The public benefit in this instance would be providing identification of the service centre for vehicles approaching the site on the classified road.

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SCHEDULE 1 – ASSESSMENT CRITERIA	
ASSESSMENT CRITERIA	COMMENT
<p><u>Character of the Area</u></p> <ul style="list-style-type: none"> ▪ Is the proposal compatible with the existing or desired future character of the area or locality in which it is proposed to be located? ▪ Is the proposal consistent with a particular theme for outdoor advertising in the area or locality? 	<p>The subject land is located on land along the Olympic Highway which is a major transport corridor through the Henty township, and within an area which is considered to be of a 'commercial business' nature. There are other similar highway business/service station uses noted in the immediate area. There are dwellings located to the north and east of the site, however it is not considered that the land represents core residential areas of the town.</p> <p>There is not considered to be a particular theme for signage in the immediate area. It is also considered that the proposed signage effectively identifies and communicates the proposed service centre and has been incorporated into the building design.</p>
<p><u>Special Areas</u></p> <ul style="list-style-type: none"> ▪ Does the proposal detract from the amenity or visual quality of any environmentally sensitive areas, heritage areas, natural or other conservation areas, open space areas, waterways, rural landscapes or residential areas? 	<p>The subject land and surrounding area does not comprise any heritage or environmentally sensitive areas which may be affected by the signs. The land is located alongside the Olympic Highway, which is a high volume road, and the surrounding area is flat.</p>

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ASSESSMENT CRITERIA	COMMENT
<p><u>Views and Vistas</u></p> <ul style="list-style-type: none"> ▪ Does the proposal obscure or compromise important views? ▪ Does the proposal dominate the skyline and reduce the quality of vistas? ▪ Does the proposal respect the viewing rights of other advertisers? 	<p>The proposal is not considered to obscure any important views in any direction. The surrounding area is flat and therefore the development is not expected to adversely affect view corridors or skylines. The proposed signage is not considered to be of an extent which will affect the viewing rights of other advertisers surrounding.</p>
<p><u>Streetscape, setting and landscape</u></p> <ul style="list-style-type: none"> ▪ Is the scale, proportion and form of the proposal appropriate for the streetscape, setting or landscape? ▪ Does the proposal contribute to the visual interest of the streetscape, setting or landscape? ▪ Does the proposal reduce clutter by rationalising and simplifying existing advertising? ▪ Does the proposal screen unsightliness? ▪ Does the proposal protrude above buildings, structures or tree canopies in the area or locality? ▪ Does the proposal require ongoing vegetation management? 	<p>The proposed service station will be a single storey commercial height and is of a proportion and scale that it is consistent with the predominant surrounding character. Proposed signage is to be largely incorporated into the building design, via wall signage of fascia signage. The proposed freestanding sign is also generally proportional to the buildings on site.</p> <p>The proposed signage generally represents an appropriate regime of business identification, and is incorporated into the building facade to add visual interest and variety.</p> <p>The proposed signage is not considered to be excessive for the nature of development on site, and has been incorporated into the building and external components and minimises visual clutter by rationalising and consolidating signage into the overall building design.</p> <p>Incorporating proposed signage into the building design will contribute to a more visually attractive building and minimising impact from on-site signage.</p> <p>The proposed wall signage does not significantly protrude above the buildings, trees or other structures as the majority of signage is attached and incorporated into the building itself. The pylon signage is only slightly larger in height than the canopy structures on site.</p> <p>Proposed signage does not require any vegetation management.</p>

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ASSESSMENT CRITERIA	COMMENT
<p><u>Site and building</u></p> <ul style="list-style-type: none"> ▪ Is the proposal compatible with the scale, proportion and other characteristics of the site or building, or both, on which the proposed signage is to be located? ▪ Does the proposal respect important features of the site or building, or both? ▪ Does the proposal show innovation and imagination in its relationship to the site or building, or both? 	<p>Proposed signage is considered to be appropriate for the scale and proportion of the building and will not appear as a dominating element. The proposed freestanding pylon signage is forward of the building but is not significant larger than the proposed building structures on site. The proposed site is not considered to have any important features. Likewise, the surrounding area along the Olympic Highway consists of existing commercial business uses. The proposed signage is considered to represent a type and extent that is reasonably expected for a service station use.</p>
<p><u>Associated devices and logos with advertisements and advertising structures</u></p> <ul style="list-style-type: none"> ▪ Have any safety devices, platforms, lighting devices or logos been designed as an integral part of the signage or structure on which it is to be displayed? 	<p>No details have been provided as to whether any safety devices, platforms or the like have been incorporated into the design. Given the scale and type of signage, this would not be expected.</p>
<p><u>Illumination</u></p> <ul style="list-style-type: none"> ▪ Would illumination result in unacceptable glare? ▪ Would illumination affect safety for pedestrians, vehicles or aircraft? ▪ Would illumination detract from the amenity of any residence or other form of accommodation? ▪ Can the intensity of the illumination be adjusted, if necessary? ▪ Is the illumination subject to a curfew? 	<p>All proposed signage is proposed to be internally illuminated. The applicant has not submitted details on the lux level of the signage or given any indication of this, however it would be expected to be typical of commercial signage which has been established along the Olympic Highway in the surround area. Council will require that the applicant submit detailed information on proposed signage, and that any illumination be of a manner which will not cause light spill to adjoining land. The proposed signage does not incorporate any flashing elements or similar which may distract drivers. The proposed signage will be illuminated on a 24 hour, seven day per week basis, in line with the proposal.</p>

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ASSESSMENT CRITERIA	COMMENT
<p><u>Safety</u></p> <ul style="list-style-type: none"> ▪ Would the proposal reduce the safety for any public road? ▪ Would the proposal reduce the safety or pedestrians or bicyclists? ▪ Would the proposal reduce the safety for pedestrians, particularly children, by obscuring sightlines from public areas? 	<p>The proposed signage applied to the building façade will be illuminated, but is expected to be of a lower lux level, consistent with other signage of this type.</p> <p>As above, the proposed signage is not considered likely to have any potential impact upon visibility or safety of motorists, pedestrians or children. It is considered that appropriate sightlines can be maintained.</p>

State Environmental Planning Policy (Infrastructure) 2007

The State Environmental Planning Policy (Infrastructure) 2007 (“Infrastructure SEPP”), applies to all LGA’s across the State. The purpose is the Infrastructure SEPP is to set out a consistent State policy basis for provision of infrastructure. In this instance, the Infrastructure SEPP is triggered due to the proposal being located adjacent to a classified road, being Railway Parade.

Clause 101 of the SEPP refers to development which has frontage to a classified road, and states:

- (1) *The objectives of this clause are:*
 - (a) *to ensure that new development does not compromise the effective and ongoing operation and function of classified roads, and*
 - (b) *to prevent or reduce the potential impact of traffic noise and vehicle emission on development adjacent to classified roads.*
- (2) *The consent authority must not grant consent to development on land that has a frontage to a classified road unless it is satisfied that:*
 - (a) *where practicable, vehicular access to the land is provided by a road other than the classified road, and*
 - (b) *the safety, efficiency and ongoing operation of the classified road will not be adversely affected by the development as a result of:*
 - (i) *the design of the vehicular access to the land, or*
 - (ii) *the emission of smoke or dust from the development, or*
 - (iii) *the nature, volume or frequency of vehicles using the classified road to gain access to the land, and*
 - (c) *the development is of a type that is not sensitive to traffic noise or vehicle emissions, or is appropriately located and designed, or includes measures, to ameliorate potential traffic noise or vehicle emissions within the site of the development arising from the adjacent classified road.*

Railway Parade is identified as a classified road being part of the Olympic Highway alignment. The proposal seeks approval to allow for an egress only crossover from the site onto Railway Parade and travel in either direction. A referral has been made to Transport for NSW being the relevant authority for classified roads, who have indicated no objection to the proposal subject to conditions.

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Subject to appropriate operational restrictions and management, Railway Parade (Olympic Highway) is therefore considered to provide adequate provisions to enable egress from the site.

Clause 104 of the Infrastructure SEPP relates to traffic generating development. Under the Infrastructure SEPP, a development of a relevant size or capacity listed is considered to be a 'traffic generating development'. Under the provisions of the Infrastructure SEPP, a service station which fronts a classified road is considered to be a 'traffic generating development', regardless of the size of the proposal. As a result, the proposal is considered to be a 'traffic generating development' as has been referred to the RMS for comment.

Subclause (3) of Clause 104 states:

- (3) *Before determining a development application for development to which this clause applies, the consent authority must:*
 - (a) *give written notice of the application to the TfNSW within 7 days after the application is made, and*
 - (b) *take into consideration:*
 - (i) *any submission that the TfNSW provides in response to that notice within 21 days after the notice was given (unless, before the 21 days have passed, the RTA advises that it will not be making a submission), and*
 - (ii) *the accessibility of the site concerned, including:*
 - (A) *the efficiency of movement of people and freight to and from the site and the extent of multi-purpose trips, and*
 - (B) *the potential to minimise the need for travel by car and to maximise movement of freight in containers or bulk freight by rail, and*
 - (iii) *any potential traffic safety, road congestion or parking implications of the development.*

A copy of the proposal has been provided to Transport for NSW for comment, with a response received indicating no objection to the proposal subject to conditions being included in the development consent.

Local Environmental Plan:

Greater Hume Local Environmental Plan 2012

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

Zoning

The subject land is zoned RU5 Village by the LEP which applies to the full extent of the Henty urban area.

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The objectives of the RU5 zone are:

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

The objectives of the RU5 zone are aimed at encouraging a range of urban development opportunities to support village locations. The RU5 village zone is intended to allow for the full range of uses that would be expected for a small urban area (or village), including retail and service centre type developments, and it is therefore necessary to consider the proposal with regard to the particular context and its potential impacts. This proposal will utilise a corner location which addresses the Olympic Highway frontage and is adjoined by residential properties to the east and other retail, highway business/service centre and commercial uses to the south. The location is considered to be appropriate for the proposed use, subject to consideration and protection of amenity to surrounding properties.

The development of a 'service station' is permitted with consent in the RU5 zone.

Essential Services

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

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

- (a) the supply of water,*
- (b) the supply of electricity,*
- (c) the disposal and management of sewage,*
- (d) stormwater drainage or on-site conservation,*
- (e) suitable vehicular access.*

The subject land can be serviced by all necessary urban services, as confirmed by Council's Engineers.

The information provided with the application demonstrates that the site will be accessed from the surrounding public road network by new access crossovers. The proposal has therefore demonstrated an appropriate access and egress arrangement.

In this instance, the proposal also involves below ground storage of fuel and delivery of fuel to vehicles, which presents risk to stormwater and drainage. The applicant has identified the use of bunding to refuelling forecourts and surrounding the proposed fill points. A condition is proposed recommending additional detail for prevention of contaminated water entering drainage systems.

Development Control Plan:

Greater Hume Development Control Plan 2012

The Greater Hume Development Control Plan 2012 ("the DCP") applies to all land within the Shire.

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The DCP is arranged by development type, as the land use zoning applies a general village zone across urban areas, rather than differential zoning. The nature of the proposed service station is considered to most appropriately align with 'commercial development' which is addressed at Chapter 4 of the DCP.

The objectives of this chapter are set out as:

- *encourage orderly and economic development within the Shire having regard to its commercial and retail needs;*
- *accommodate the expansion of retail, commercial, professional services and community facilities for local residents in convenient locations within the Shire;*
- *promote pedestrian movement and connectivity within commercial areas;*
- *encourage the provision of additional parking spaces within any redevelopment to address the current parking deficiency within the centres;*
- *ensure the orderly and safe flow of traffic along main roads by prohibiting direct vehicular access to individual commercial activities;*
- *ensure the integrated shopping centre by reinforcing existing pedestrian movements and creating pleasant and interesting linkage to the extensions;*
- *ensure a safe and comprehensive pedestrian network throughout the expanded centres. Particular attention being paid to the separation of pedestrian access from parking, manoeuvring and loading/unloading areas;*
- *ensure that new or extension to a commercial development is compatible with the character of the area and enhances the streetscape and is compatible with adjoining nearby residences; and*
- *encourage the provision and retention of existing landscaping to be used as a buffer between proposed extension and the existing residential area and to be used to create an attractive streetscape to the main roads.*

The proposal generally responds to these objectives as it represents additional development and investment in Henty generally and includes new commercial activity that will have flow on effects to the township generally through employment and trades/services.

The development standards of the DCP are considered below.

Location

Part 4.1 sets out development standards for location of commercial activities. The relevant standards are set out as:

1. *New commercial activities (including retail and office) to be located within the existing commercial centres and those centres identified within the adopted structure plans for each town or village.*
2. *Small businesses which principally service local neighbourhoods may be located outside of town centres where it is demonstrated that such services are necessary and appropriate.*
3. *Commercial activities are encouraged in areas accessible to residents and visitors.*

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The subject land is currently vacant and not specifically identified as an 'existing commercial centre' however it is located along the Railway Parade frontage with other service station activities to the south. The Township Structure Plan within the DCP does not specifically nominate the land as being for commercial use. Notwithstanding this, the site is on a highway frontage and has a prominent corner location which is visible and accessible.

Appearance and design

Part 4.2 sets out controls in relation to appearance and design, and states the following development standards:

1. *Shopfronts are to be designed to be inviting and active at street level.*
2. *Building facades facing the street are to contribute to the 'main street' commercial character of town centres.*
3. *Large expanse of blank or flat walls along a street frontage will be considered as incompatible with the objectives of these controls.*
4. *Car parking areas and access should be located behind the building frontage wherever possible.*
5. *Development is designed having regard to safety and where possible implements measure for Crime Prevention Through Environment Design.*

The applicant has submitted a detailed set of plans that show the proposed buildings and the external treatments, signage and materials. The proposed plans also show the landscaping treatments provided to the areas surrounding the site.

The plans demonstrate that the proposed buildings will have an acceptable interface design which respond to the prominent corner location and in a manner that will present activity areas towards the street frontage. The buildings utilise a variety of materials, heights, colours and features which will assist in creating visually appealing development, particularly from primary approaches. It is expected that corporate colour schemes will be applied to the building façade.

Car parking areas are provided at the northern frontage of the site, however are to be buffered from the street by new landscaping. This arrangement is considered acceptable.

The proposal appears to be generally responsive to the principles of Crime Prevention through Environment Design, with use of lighting to building exteriors, canopies, forecourts and access areas to the building.

Landscaping

Part 4.3 of the DCP refers to landscaping, and sets out the following development standards for consideration:

1. *Developments that are set back from the street frontage shall incorporate appropriate landscaping with the front setback that enhances the visual quality and character of the street.*
2. *On-site car parking areas in excess of 10 spaces are to be provided with appropriate internal landscaping.*

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The proposal includes landscaping to all boundaries of the property to soften the proposal to the street and to provide additional visual interest when viewed from the surrounding area. Car parking spaces are arranged along the sides of buildings, however will be screened by perimeter landscaping.

The plan of landscaping which is considered to be generally responsive to the required outcomes for a proposal of this scale.

Heritage

Clause 4.4 of the DCP refers to Heritage generally and sets out the following development standards:

1. *Developments adjoining and in the vicinity of a heritage item are to be designed to complement rather than detract or dominate.*

The proposal is not located within proximity to any known European heritage items.

Signage

Part 4.5 of the DCP refers to signage and states the following development standards:

1. *Signage to be kept to a minimum and appropriate for the type of commercial activity being undertaken.*
2. *Signage to be of a scale in proportion of the building (i.e. must not to dominate the building facade or street frontage).*
3. *Signage not to be a hazard for pedestrians or motorists.*
4. *Moving and/or flashing signs are to be avoided.*

The proposal includes a variety of signage as discussed above and assessed against SEPP 64.

The signage incorporates a primary pylon sign at the corner of the site with a height of up to 8 metres. A number of other fascia and wall signs are to be attached to buildings displaying business identification of the occupier. Signage zones are shown on plans for wall and fascia signs and the proposed pylon sign.

Generally, the proposed signage is considered to be acceptable for the nature of the proposal and typical of signage being applied to a service station development. Further, the signage is not considered to dominate the building facades of the property frontages and is proportional to the overall building scale.

TfNSW indicated in their response to the application that the detail on signage was limited and requested that a separate application be made for signage.

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Parking

Part 4.6 of the DCP relates to car parking for commercial development and has the following requirements:

1. *Car parking is to be located to the side or rear of the development.*
2. *Car parking to be provided at the rate required in Chapter 5 of the NSW Roads & Maritime guide, shown in Table 4.1 below.*
3. *Parking spaces should be designed in accordance with Australian Standard 2890.1 and 2890.2.*
 - *Car parks adjoining public land (including a road) shall be provided with a landscape strip at the interface.*
 - *Car parking to be accessible at all times during the business hours of the premises.*
 - *Car parks to be designed to provide pedestrian connectivity and minimise conflicts between vehicles and pedestrians.*
 - *Loading facilities are to be located at the rear or side of the building and not adjacent to any residential property.*
4. *Loading and unloading facilities are to be provided in accordance with the provisions of Policies Guidelines and Procedures for Traffic Generating Development.*
5. *Loading and unloading areas are to be located separate from other vehicle manoeuvring areas, car parking areas and pedestrian movement areas.*

The development proposes a total of 8 spaces associated with the development on the northern side of the building. A dedicated loading bay is also provided at the side of the building for rigid vehicles.

The proposed parking provision is consistent with the DCP requirements relating to 'service stations and convenience stores' as follows:

- 6 spaces per work bay – 0 work bays proposed
- 5 spaces per 100m² of GFA of convenience store – 94.83m² / 100 x 5 = 4.7 (5 spaces)
- If restaurant present, then greater of 15 spaces per 100m² GFA, or 1 space per 3 seats – no restaurant proposed.

The proposal therefore generates a theoretical demand for 5 spaces and provides a total of 8 spaces, including a disabled space.

The proposed parking spaces are to comply with the required minimum dimensions and standards to ensure appropriate operation and to avoid impact on movement of other vehicles.

The loading area for the convenience store is located to the rear of the building, which is preferred to accommodate rigid vehicles for loading and back-of-house entry. The proposed plans demonstrate that this loading area is suitably removed from the movement paths of heavy vehicles and other vehicles accessing the site.

The submitted site plans demonstrate the car parking and truck parking movement areas are also separated across the site to avoid conflicts between the two areas. There is also sufficient detail to demonstrate that stacking of vehicles can be achieved without disrupting vehicle movements along surrounding road frontages.

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4.15(1)(b) The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.

The following table assesses the likely impacts of the development.

ISSUE	ACCEPTABLE	COMMENT
Context & setting	✓	<p>The subject land is located within the central area of Henty along a frontage to Railway Parade, which also forms the Olympic Highway. This road is a classified road and accommodates a higher rate of traffic. Land uses extending south of the site comprises 'business' activities, including other service station activities, rural supplies and activities typically suited to highway frontage. Land immediately opposite to the west comprises a rest area and railway corridor with the western portion of the Henty village area further beyond. Land to the immediate north and east comprises residential properties, including a dwelling that shares a common boundary. The surrounding context therefore presents a mix of commercial and residential activities. It is acknowledged that the site has interfaces to residential properties and that there is potential for amenity impacts to occur if the site is not appropriately managed. Despite this, the site is considered to be a suitable location given its prominent corner location, long frontage to a classified road and location within an area identified for similar commercial functions. The site has a direct relationship with the Olympic Highway and has demonstrated a movement path for vehicles that satisfies design requirements of TfNSW and Council's engineers.</p> <p>In response to the potential noise and amenity impacts, the proposal recommends the installation of an acoustic wall on the eastern and southern boundary. This wall will reduce the level of noise to the property to the east, however it will not eliminate the noise level to all surrounding properties. The applicant has demonstrated that while external noise goals will be exceeded, the internal noise targets (based on appropriate best practice guidelines) can be achieved. Council accepts that the applicant has demonstrated that noise impacts can be managed in accordance with appropriate industry guidelines. Conditions of consent are recommended to ensure that these limits are appropriately adhered to at commencement and during operation.</p> <p>The proposal wall will present immediate visual and light spill impacts to the property to the east, and landscaping surrounding the site will assist in softening the edges of the development overall.</p> <p>Given the introduction of a significant visual element in the form of a wall, Council will require the applicant to demonstrate an appropriate degree of design merit, including use of varied colour and wall treatments. The wall is also encouraged to be screened with vegetation to soften its visual impact, including both sides along the rear boundary.</p> <p>The use of landscaping within the property and along the boundaries will assist in screening the development from the street and sensitive interfaces.</p>

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Access & parking	✓	<p>The subject land is considered to have suitable access arrangements to the site, with a one-way movement path proposed through the site from Sladen Street East to Railway Parade/Olympic Highway. Within the site, vehicles will also be separated to avoid conflict and allow for stacking of vehicles at the approach to each of the forecourts.</p> <p>The application has been referred to TfNSW regarding the egress to a classified road, and to Council's engineers regarding access from Council controlled roads. Appropriate conditions of consent are recommended requiring the upgrade and improvement of road crossovers to facilitate the development.</p> <p>The submitted details demonstrate that there is sufficient area to manoeuvre all vehicles, including B-doubles within the site. Based on analysis of the swept path analysis provided, it is noted that there is an ability for 2 x B-double combinations to be within the refuelling forecourt and space for another B-double combination to be stacked awaiting refuelling. For semi-trailer combinations, additional space for stacking would be expected. In both instances, it appears unlikely stacking of heavy vehicles would prevent access of light vehicles into the site and accessing the refuelling forecourt on the opposite side.</p> <p>The proposed light vehicle refuelling forecourt also allows for standing of up to 8 passenger vehicles and the swept path analysis provided by the applicant shows up to another 8 vehicles stacked awaiting access to the forecourt. It is considered that this is sufficient capacity for stacking of vehicles, including light vehicles with trailer combinations.</p> <p>Internally, the proposal provides an adequate provision of car parking to accommodate the proposed uses of the building as per the DCP requirements.</p>
Roads & traffic	✓	<p>The proposal relies on access to the site from Sladen Street East and a one-way circulation through the site and exit to Railway Parade. Details showing the proposed movement paths and swept paths have been provided to Council for assessment. Council have also referred the application to TfNSW for comment.</p> <p>The proposed arrangement of traffic flow through the site is considered appropriate and acceptable and will generally avoid conflicts by circulating traffic in a one-way direction.</p> <p>TfNSW have reviewed the proposal and indicated no objection to the proposal or the manner in which traffic is to operate in relation to the classified road. Conditions have been recommended for the proposal which are intended to minimise any potential impacts on the condition of the classified road and/or its function.</p> <p>Likewise, Council's engineers have considered the impact of the proposal on Sladen Street East and confirmed that the road is considered adequate to accommodate the proposal. Appropriate heavy duty access crossovers will be required on the street frontage to avoid impact to road conditions and to accommodate the largest vehicle expected to the site (i.e. B-Double combination).</p>

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Utilities	✓	The proposal can be serviced by all required services and capacities are adequate to accommodate the proposal. Council engineers have sought standard conditions relating to servicing of the site.
Heritage	✓	The site is not a heritage item nor is located within a conservation area or adjoining any other areas of heritage sensitivity.
Stormwater	✓	The proposal will comprise additional hardstand and roof catchments to site and will therefore increase surface runoff from the property. The applicant proposes to collect all surface runoff and convey this to the existing open channel and constructed drainage on the adjacent road reserves. The application refers to the use of bunding and trade waste system, however this is not detailed on the proposed plans submitted. Council will require more detailed assessment to confirm required storages and discharge rates are acceptable and this to be imposed as a condition of consent.
Soils & erosion	✓	Construction works on the property will need to be managed for erosion given the earthworks necessary for the proposal. Temporary erosion control and silt fencing and the like will be required during construction phase to prevent and sediment run-off or erosion. The application includes proposed management regime for the site during construction phase. Any works associated with the construction should be undertaken in accordance with the <i>Soil and Water Management Guidelines for Subdivisions – Albury, Wodonga & Hume Councils</i> . This will require the implementation of erosion control measures to prevent the transport of sediment in stormwater away from disturbed areas.
Flora & fauna	✓	No trees are located on the site and no vegetation is proposed for removal.
Flooding	✓	The subject land is not subject to flooding impacts on any mapping of Council. Localised flooding can be accommodated by appropriately design stormwater provisions for the property, which will be required via a condition of consent.
Bushfire	✓	The subject land is not bushfire prone.
Technological hazards	N/A	None.
Safety, security & crime prevention	N/A	None.
Privacy	✓	
Landscaping	✓	The proposal will involve provision of new landscaping to the perimeter of the site and is also recommended to be applied to both sides of the acoustic wall.
Overshadowing	✓	The proposal is not expected to have any overshadowing impacts. It is noted that the proposed acoustic wall is located to the western boundary and therefore will not overshadow the adjacent property from the east or north. The proposal will in fact provide possible relief from western sunlight.
Land resources	N/A	None

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

The proposed development involves establishing a new service station development on a vacant parcel of land at the intersection of Railway Parade (Olympic Highway) and Sladen Street East within the Henty township. The land is contained within a strip of land along the frontage to Railway Parade that is considered to have more a commercial character than a residential character and presents to the prominent corner intersection. The site is therefore considered most appropriate to be used for commercial purposes and uses which benefit from the frontage to a classified road. The location of the property is therefore considered to be appropriate for such an activity. The plans submitted with the application also demonstrate that the development and associated components can be accommodated within the site area.

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

The application was notified in accordance with the Greater Hume Shire Notification Policy.

The issues raised in the submissions were summarised in the earlier within this report, with those matters considered in further detail below.

Amenity Impacts

A number of submissions raised concerns in relation to amenity impacts on adjacent properties, primarily relating to noise from 24 hour operation, light spill, vehicle movements impacts on operation of adjoining business, visual impacts, dust generation and loss of amenity from proposed acoustic treatments.

The site is located within a strip of land along Railway Parade that is considered to represent a highway business corridor, taking advantage of the interface to the classified road alignment through Henty. However, sensitive interfaces to the immediate east and north are noted, with residential properties located in both directions. In the case of the northern interface, the site is buffered by the wide road reserve, however the main site access is located on the northern interface. Vehicles entering the site will then travel towards the south and therefore in the direction away from those properties.

The operation of a facility such as that proposed for the site is not unusual to operate for a 24 hour period, however it would be expected that the intensity of the usage would fluctuate over the course of a full day.

The applicant has proposed the installation of an acoustic wall on the eastern boundary and returning a short distance along the southern boundary which results in preventing unacceptable noise levels to the eastern property. However, there is no opportunity to establish an acoustic wall on the northern boundary. Noise is discussed in further detail below.

Lighting of the facility will be controlled so as to cast lighting only within the boundaries of the property. A condition of consent will require any development to include a detailed lighting plan that demonstrates increased levels of lighting will not be experienced on adjoining properties.

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In relation to potential headlight glare, it is noted that traffic will travel east along Sladen Street East and then enter the subject site. While it has not been modelled within the submission, it would be expected that headlights will generally be directed towards the east on approach to the site and then change to the south once entering the site. There may be periods where the headlights change direction while vehicles are negotiating the intersection at Railway Parade/Sladen Street East, however it would be a 'glancing' light from a reasonable distance and will not involve the vehicles being directly facing the dwellings. It is noted that the property to the east will appear to be screened from headlights by the proposed acoustic wall.

It is noted that concerns have been raised regarding the appearance of the acoustic wall on the eastern and southern interfaces. To address concerns regarding potential noise and ensure that the development meets obligations regarding noise, the applicant has submitted that it is essential for the wall to be constructed. Despite this, a condition of consent is recommended that if approved, the applicant will be required to submit details of landscaping and treatments to the proposed wall to provide for a visually attractive interface.

The operational aspects of the development will be managed by a range of conditions, including construction management plans, stormwater management, waste management plans, avoidance of use of amplified devices and the like.

Council is satisfied that the proposed combination of an appropriately design acoustic fence, landscaping to site boundaries and construction and operational conditions relating to management of amenity will result in appropriate protection of amenity to adjacent properties.

Noise Impacts

In addition to amenity concerns, a number of submissions raised concern regarding potential noise impacts from the operation of the site. Primary concern was expressed in relation to noise from leaving and exiting truck movements within the site, being from trucks entering the site, moving through the site and exiting the site. Noise impacts such as operation of truck fridges, idling of vehicles and acceleration and deceleration of vehicles has been raised in submissions.

The applicant has provided an Environmental Noise Impact Assessment which considers the impacts on 4 immediately adjoining sensitive receptors surrounding the site against the relevant criteria.

In relation to customer vehicles and mechanical plant, the assessment has determined that the design noise goals will not be exceeded at either day, evening or night time period at any of the receptors modelled by the assessment. It is noted that this conclusion is based on the acoustic wall being in place for the development.

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In relation to movement of heavy vehicles, the assessment determines that the noise design goals can be met by the development for all receptors during the day, however 1 of the 4 receptors will have noise exceedance during the evening and 3 of the 4 receptors will have noise exceedance at night. The property most affected is the property directly opposite in Sladen Street East, which exceeds noise design goals during the evening and the night time period. The assessment also appears to indicate that this exceedance results are achieved despite the acoustic wall and that this property is not screened by a noise wall. It is noted that the applicant's assessment notes that the noise levels modelled are from outside of the dwelling.

The assessment also includes an assessment of the existing level of noise from the surrounding road network caused by existing trucks. The conclusion of this is that the predicted noise levels from the development is *"less than (or no greater than) existing noise levels from passing trucks"* and that noise level will be *"indistinguishable from passing trucks on Sladen Street East"*.

Of most relevance is the applicant's assessment under the EPA guidelines for development which exceeds the external trigger level is exceeded, a detailed maximum noise level event assessment should be undertaken. The assessment presented by the applicant determined that noise modelled from inside the dwellings adjoining the property will not exceed the NSW EPA's *Environmental Criteria for Road Traffic Noise* (ECRTN) to an extent that will cause awakening reactions.

In response to the potential noise impacts, the applicant has included a recommendation for an acoustic wall to be constructed along eastern and southern boundary. It is important to note that the recommended acoustic wall does not eliminate noise impacts to all properties, but only minimises the noise. The properties immediately east and opposite to the north are most affected and have external noise which exceeds the noise goals of the relevant guidelines. . The applicant has provided modelling evidence that demonstrates that the proposal will not exceed an internal noise level of 55dBA and that under the relevant EPA criteria, proposed noise levels as modelled will not cause sleep awakening reactions.

On the basis of the information provided and given that this assessment has been carried out by a suitably qualified consultant, Council accepts that while the external noise level triggers will be exceeded, the internal noise to the affected dwellings would be below sleep disturbance thresholds. It also accepted that the surrounding area is subject to existing noise impacts from heavy vehicles, although the impact of vehicles entering and exiting the site is considered to be more detrimental than occasional passing vehicles.

In response, conditions of consent are recommended that the applicant be required to provide greater details of the type of acoustic wall proposed and the performance of the wall to meet the recommendations of the Environmental Noise Impact Assessment. In particular, Council will require the applicant to provide evidence that the noise design goal targets are achieved as per the recommendations of the assessment so as not to cause amenity impacts to surrounding dwellings.

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Traffic Impacts

Concerns have been raised in relation to the potential traffic impacts of the development upon both Railway Parade and Sladen Street East, by way of increased traffic and particularly heavy vehicle movements at sharp angles.

Comments have been received from Transport for NSW who have confirmed no objection to the proposal subject to conditions. In particular, TfNSW raised no concerns regarding impact on the classified road from heavy vehicles entering or exiting the site. Likewise, Council's engineers have raised no concerns with the proposed access arrangement or the potential impacts on the existing road conditions at Sladen Street East.

The applicant will be required to undertake improvements to the vehicle crossovers at Sladen Street East (to Council's specifications) and Railway Parade (to TfNSW specifications). In both instances, the crossovers will need to be designed to cater for the largest swing of a B-double moving through the site.

Concerns have also been raised regarding vehicles, including heavy vehicles attempting to access the site and moving through the forecourts. The applicant has not provided any details of potential stacking, however based on analysis of the swept path analysis provided, it is anticipated that there is an ability for 1 x B-double to stand along the eastern boundary if 2 x B-doubles are already utilising the forecourt. The numbers would likely be increased further if semi-trailers are utilising the site, with an estimate that two semi-trailers could use the forecourt and 2 further semi-trailer combinations could stack along the eastern boundary. Likewise, the light vehicle refuelling forecourt contains opportunity for standing of up to 8 passenger vehicles. The swept path analysis provided by the applicant shows up to another 8 vehicles stacked in the driveway approach to the forecourt in a manner which does not impact either the main entry or the ability for heavy vehicles to enter the site. Based on the expected average demand for a service station in this location, it is not expected that the rate of traffic will consistently reach these levels. The ability for stacking of vehicles behind the forecourt also provides some comfort that vehicles with trailers could be accommodated while refuelling.

It is expected that the service station will have sufficient turnover of vehicles as the site does not encourage long term standing of vehicles and therefore vehicles should be moved efficiently through the premises. Likewise, the flow of traffic through the facility in a one-way and separated light and heavy vehicle manner, is considered appropriate and acceptable in this instance.

Comments regarding potential alternative paths of travel through surrounding street are noted, however it is not considered likely that significant volumes of traffic, particularly heavy vehicle traffic, would be directed into residential areas.

Parking Impacts

Concerns are raised regarding the availability of car parking for the development and ability for this to lead to impacts on traffic movements and potentially for disruption to offsite traffic network.

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The proposed development meets the requirements of the DCP in relation to car parking provision for a service station. The DCP rate is also consistent with that specified in the RMS Guide for Traffic Generating Development, which is considered to be the industry standard for parking requirements in NSW.

It is important to note in this instance that the primary purpose of the development is for refuelling of vehicles. There is a small convenience store associated with the facility, however this provides convenience needs in association with the retail sales of fuels or occasional non-fuel customers. There is no food or drink premises that would encourage longer term accommodation of vehicles. Therefore, it is expected that generally any vehicles attending the site would be accommodated for a short period of time and that there would be a consistent turnover of vehicles.

The provision of parking is considered to be appropriately located at the northern side of the property, as it allows vehicles to park prior to having to pass through either forecourt, and therefore be impeded by vehicles already refuelling. It is also immediately adjacent to the building entry.

Context and character

Submissions raised concern that the proposal is inappropriate within the RU5 Village zone. Concerns were also raised of cumulative amenity impacts of multiple service stations along Railway Parade.

The RU5 village zone applies to the entire Henty township and has broad land use considerations as it seeks to account for the entire range of uses that would be expected in a rural 'village' context. As discussed above, the location of the site is not considered inappropriate for a commercial activity, as it is located with frontage to the Railway Parade (Olympic Highway), which has a higher rate of traffic movements and is preferred for these types of uses. The surrounding uses to the south is also generally for commercial activities, and therefore largely consistent with the proposed activity.

Council is satisfied that the proposal is appropriate and consistent with current and preferred future character.

Suitability of site and alternatives

A number of submissions raised concerns in relation to the suitability of the subject site, and that alternative locations would be more appropriate. Similar to comments made above, the proposed site is considered suitable for the establishment of a service station development. It is considered that the mitigation measures proposed by the applicant, as well as conditions applied by the recommended conditions of consent will be sufficient to avoid adverse amenity impact.

4.15(1)(e) The public interest.

The impacts of the proposal on the environment in general, and on adjoining properties, has been considered and addressed. Having regard to the issues raised and discussed in this report, it is considered that the proposal is not contrary to the public interest.

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BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

1. approve the application, subject to conditions;
2. defer the application for further information or redesign; or
3. refuse the application.

After considering the requirements of Section 4.15(1) of the EP&A Act, the proposal is recommended for approval subject to the following conditions.

RECOMMENDATIONS

That application DA10.2021.72.1 for a service station, signage, landscaping and associated infrastructure on land described as Lots 1, 2 and 3 in DP12560 at Railway Parade and Sladen Street East be **approved subject to the following conditions:**

APPROVED PLANS

1 Compliance with Plans and Conditions

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

NOTE: Approved plans will be modified to show the total storage of fuels to be stored being no more than 240KL to align with the Nero Consulting Preliminary Hazard Analysis Report Number N642 dated 14 October 2021.

2 No approval of Signage

The applicant is to submit another development application to the consent authority with further details of the proposed freestanding pylon signage including:

- (a) Level of illumination including lux levels and details confirming light spill can be appropriately contained within the subject land and not cause detriment to any adjoining land.
- (b) Details of the form of the illumination including details of any baffles.
- (c) The relationship to any significant or prominent views and vistas.
- (d) Signage must illustrate that access to the site is via Sladen Street East.

PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

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

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3 Approvals required prior to the issue of construction certificate

The applicant is to submit for approval by the consent authority detailed plans and documentation demonstrating compliance with the relevant provision of the Protection of the Environment Operations Underground Petroleum Storage Systems Regulation 2019.

1.

4 The applicant is to submit for further approval of the consent authority details of the acoustic wall including:

- (a) Three (3) design options for the external appearance of both sides of the perimeter wall. Consideration given to the use of different textures, colours, materials and offset heights or alignments to minimise both public and private amenity impacts.
- (b) The approved option shall become part of this development consent.

5 Detailed plans shall be provided to the consent authority which indicate type, size and location of proposed separators/pre-treatment devices.

6 Detailed dimensioned plans for all works within the road reserve shall be submitted for approval of consent authority and as required by Transport for NSW. These works in the road reserve is to show further detail of prominent entry and exit signage on Sladen Street East and Olympic Highway.

7 A certificate shall be submitted to the Certifying Authority certifying that the design of the stormwater drainage system will contain all pollutants on the property and that all stormwater outlets from the property will contain a vandal resistant remote control valve capable of being closed off from a conspicuous position.

8 A detailed plan of the proposed lighting is to be supplied to the consent authority demonstrating containment of lighting to within the property boundaries.

9 Stormwater Drainage Certificate

Prior to the issue of a construction certificate, a certificate shall be submitted to the Certifying Authority certifying that:

- (a) Satisfactory arrangements have been made for the disposal of stormwater;
- (b) The proposed development and alterations to the natural surface contours will not impede or divert natural surface water runoff so as to cause a nuisance to adjoining properties;

10 A Waste Management Plan for both during construction and operation of the premises must be submitted and approved prior to the issue of a Construction Certificate. The Waste Management Plan must outline clearly identify ways to reduce the potential for littering to occur on the site as well as how waste will be collected, stored and disposed of.

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- 11 The applicant shall submit for approval by the consent authority a detailed Construction Management Plan (CMP) prior to the issue of the Construction Certificate. The CMP shall address:
- (a) Construction vehicles access to and egress from the site in accordance with the Traffic Management Plan during construction;
 - (b) Parking for construction vehicles;
 - (c) Locations of site office, accommodation and the storage of major materials related to the project;
 - (d) Protection of adjoining properties, pedestrians, vehicles and public assets;
 - (e) Location and extent of proposed builder's hoarding and work zones;
 - (f) Noise management requirements for plant and equipment; and
 - (g) The process for seeking requests for adjustment to the construction working hours set by the conditions of this consent and its justification, duration and purpose.
- 12 The applicant is to submit updated calculations based on the selected equipment to support and substantiate the Environmental Noise Impact Assessment by Harwood Acoustics dated 2 September 2021 (Ref: 2105013E-R)

PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

13 Section 7.12 Levy Development Contributions

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

The Section 7.12 Levy is calculated at 1% of the cost of development, as determined at the date of this consent. The total contribution to be paid has been calculated at \$12,020.

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

14 Payment of Development Servicing Contribution

Under the provisions of Section 64 of the Local Government Act, Council requires the payment of a monetary contribution in accordance with Councils Section 64 contributions plan. Based on an assessment of the equivalent tenements per m2 for the proposed development, a contribution of \$?? is payable.

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PRIOR TO THE COMMENCEMENT OF ANY WORKS

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

15 Construction Certificate Required

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

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

16 Appointment of a Principal Certifying Authority

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

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

17 The applicant is to provide to the consent authority a copy of the approved plans showing the endorsement of Riverina Water

18 Notify Council of Intention to Commence Works

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

19 Kerb and Gutter Protection

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

20 Erosion and Sedimentation Control

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

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

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21 Toilet Facility

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

22 Sign During Construction

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

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

Note: A \$600 on the spot fine may be issued for non-compliance with this condition.

23 Proposed Sub-floor and Sewer Drainage Plan

A proposed Sub-floor and Sewer Drainage Plan for the service station shall be submitted to and approved by the consent authority prior to the commencement of any such works.

PRIOR TO OCCUPATION OF THE DEVELOPMENT

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

24 Interim/Final Occupation Certificate Required

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

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

25 NSW Fire Brigade Notification

Prior to the issue of an occupation certificate (Interim or Final), evidence that the NSW Fire Brigade has been notified of the exact location and operational procedures of the proposed stormwater isolation valve to be installed at the subject premises shall be submitted to the Principal Certifying Authority and Greater Hume Shire Council.

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26 Full Width Footpath Paving

Prior to the issue of the final occupation certificate, full width (concrete footpath paving / paving block footpath) shall be constructed for the full road frontage of the property. The developer shall complete any necessary transitioning to the existing footway beyond the boundary of this property at no cost to Council. The width of the footpath is to be:

- A 1.5 metre wide footpath is to be extended along Sladen Street East frontage.
- A 2.0 metre wide footpath is to be constructed along Railway Parade frontage.

27 Completions of Works in Road Reserve

Prior to the issue of an Occupation Certificate all works in the road reserve are to be completed to align with the approval of Transport for NSW and the consent authority.

28 Lot consolidation

The consolidation of all separate parcels of land into one allotment under one title before occupation of the property, so as to ensure that the siting of the development is satisfactory in relation to the size and shape of the land to be occupied.

GENERAL CONDITIONS

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

29 Compliance with Construction Certificate

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

30 Compliance with Construction Certificate

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

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31 Submission of an Annual Fire Safety Certificate

The owner of any building in which fire safety measures are installed, must cause the Council to be given an annual fire safety statement, within 12 months after the last such statement or final fire safety certificate was issued.

The certificate shall certify:

- (a) that each essential fire safety measure has been assessed by an accredited practitioner (fire safety) and was found, at the date of assessment, to be capable of performing to a standard not less than that required by the current fire safety schedule, and
- (b) that an accredited practitioner (fire safety) has inspected the building and has certified that, as at the date of inspection, the condition of the building did not disclose any grounds for a prosecution under Part 15.

32 Hoarding/Fencing

During construction, a hoarding or fence must be erected between the work site and a public place if the work involved in the development is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or if the building involves the enclosure of a public place.

If necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling into the public place.

The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.

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

34 The finishes of all structures are to be maintained at all times and any graffiti or vandalism immediately removed/repaired.

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

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

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

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DEVELOPMENT APPLICATION 10.2021.72.1 – SERVICE STATION, SIGNAGE & ASSOCIATED INFRASTRUCTURE - RAILWAY PARADE HENTY [CONT'D]

- 37** All external lighting of the site, including to parking areas and buildings, must be located, directed, baffled and shielded and of such limited intensity that no nuisance or loss of amenity is caused to any person beyond the site.
- 38** All loading and unloading of vehicles shall take place entirely within the site and only within those areas designated as loading/unloading bays, as approved. Any vehicles waiting to be loaded/unloaded shall be located within boundaries of the subject land.
- 39** The acoustic fences are to be maintained at all times to the satisfaction of the responsible authority.
- 40** The operation of the development must be carried out in accordance with the approved acoustic report prepared by Environmental Noise Impact Assessment by Harwood Acoustics dated 2 September 2021 (Ref: 2105013E-R).
- 41** **Site Bunding**
All works and storage areas where spillages are likely to occur are to be bunded.
- 42** **Spill prevention and clean-up procedures**
A plan detailing the spills prevention, contingency and emergency clean-up procedures for the development is to be submitted for approval prior to construction works commencing. The approved procedures plan is to be implemented in the event of a spill or emergency.
- 43** **Submit a Trade Waste Application**
The applicant is to submit a trade waste application to the Greater Hume Shire Council and upon approval enter into a Trade Waste Agreement with the Greater Hume Shire Council.

Reason: To prevent damage to Council's Waste Water Treatment Works and subsequent pollution of waterways, to comply with the Local Government (General) Regulation 2005 and to satisfy Section 4.15 of the Environmental Planning and Assessment Act, 1979, as amended.
- 44** **Cross Connection Control or Backflow Prevention Devices**
The applicant is to install cross connection control; and/or back flow prevention devices throughout the water supply system, all in accordance with AS/NZS 3500 and the Plumbing Code of Australia.
- 45** **Food Conditions**
Compliance with Food Act 2003
The premises shall comply with the requirements of the Food Act 2003, FSANZ Food Standards Code, and the Australian Standard AS 4674-2004 (Design, Construction and Fit Out of Food Premises) prior to commencement of operations.

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DEVELOPMENT APPLICATION 10.2021.72.1 – SERVICE STATION, SIGNAGE & ASSOCIATED INFRASTRUCTURE - RAILWAY PARADE HENTY [CONT'D]

46 Notify Council

All food businesses in NSW must either:

- a. Notify the Council of their food activity details; and
- b. Have a nominated Food Safety Supervisor for the premises.

47 Material Finishes

All roofing and cladding material of the development is to be a non-reflective.

48 Prior to and during construction works:

During the construction period the applicant must ensure that:

- (a) There is provision of a trade waste service to ensure that all debris and waste material is removed from the site for the period of construction;
- (b) All plant equipment, fencing or materials of any kind is not placed or stored upon any public footpath or roadway; and
- (c) Any building work is to be carried out within the following hours.
 - o Monday – Friday between the hours of 7:00am to 6:00pm and Saturday between 8:00am and 1:00pm in all zones. No work may be carried out on Sundays or public holidays.

Note: On the spot penalties up to \$1,500 for an individual or \$3,000 for a Corporation will be issued for any non-compliance with this requirement.

- (a) measures must be taken to minimise and control the emission of noise and dust which may impact upon neighbouring properties;
- (b) all loading and unloading of vehicles should be undertaken on-site; and
- (c) advisory road signage must be erected within the site at appropriate locations to allow clear directions for internal traffic movements and ensure safe efficient traffic movement within the site; and
- (d) all necessary precautions must be taken to ensure that pollution of adjacent land and/or watercourses does not occur during the construction phase of the development. Erosion and sediment control works should be put in place to minimise sediment loss.

49 No Vehicle Repair or Sales

No vehicle may be repaired or displayed for sale on the site at any time.

50 All loading and unloading of vehicles shall take place entirely within the site and only within those areas designated as loading/unloading bays, as approved.

51 An easement is required to be provided over all drainage infrastructure.

52 Council must be notified of any damage to the public infrastructure such as road pavement, kerb and gutter, concrete footpaths, drainage structures, utilities and landscaping fronting the development. Adequate protection must be provided for public infrastructure prior to work commencing and during building operations. Any damage to public infrastructure caused during construction shall be made good prior to the issue of an occupation or subdivision certificate.

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DEVELOPMENT APPLICATION 10.2021.72.1 – SERVICE STATION, SIGNAGE & ASSOCIATED INFRASTRUCTURE - RAILWAY PARADE HENTY [CONT'D]

53 Requirements relating to contaminated land

- (a) Any soils requiring excavation, onsite reuse and/or removal must be classified in accordance with "Waste Classification Guidelines Part 1: Classifying Waste". NSW EPA (2014):
- (b) Any areas of the site suspected of containing Asbestos Containing Material (ACM) including soils and/or fill material are to be handled in accordance with relevant Australian Standards, SafeWork NSW codes of practice and any other applicable requirements: and
- (c) A site specific 'Unexpected Finds Protocol' is to be made available for reference for all occupants and/or site workers in the event unanticipated contamination is discovered.

- 54** This approval shall expire if the development hereby permitted is not commenced within five (5) years of the date of consent.

55 Roads and Maritime Services conditions

- 1 As a minimum the driveways shall be designed and constructed for the B-Double heavy vehicle as the design vehicle and be sealed from the kerb line to the property boundary. Detailed dimensioned plans for all works within the road reserve shall be submitted for approval prior to release of the Construction Certificate.
- 2 The one way circulation through the site with ingress via to Sladen Street East and egress via the Olympic Highway shall be appropriately signposted and line marked at the driveways and within the site. As the driveway to the Olympic Highway is restricted to egress only appropriate signage stating "No Entry" shall be erected and maintained at the driveway to the highway.
- 3 As a minimum the off-street car park associated with the proposed development including driveway design and location, internal aisle widths, parking bay dimensions and loading bays shall be in accordance with AS 2890.1-2004 "Off-street car parking", AS 2890.2-2002 "Offstreet commercial vehicle facilities" and the Austroads Guide to Traffic Management Part 11: Parking.
- 4 The swept path of the largest vehicles entering and exiting the subject site and manoeuvrability through the site is to be in accordance with AS 2890.2-2002 "Off-street commercial vehicle facilities" and to Councils satisfaction . For road safety reasons, all vehicle access driveways, and the internal layout of the development, shall be designed and maintained to allow all vehicles to enter and exit the subject site in a forward direction and not be required to reverse onto the adjoining road reserve.
- 5 Internal vehicular manoeuvring aisles, parking areas and loading bays shall be maintained clear of obstruction and used exclusively for the purposes of vehicle access, parking and loading and unloading respectively. This is to maintain circulation of vehicles within the development site. Under no circumstances shall these areas be used for the storage of goods or waste receptacles or any other purpose.

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DEVELOPMENT APPLICATION 10.2021.72.1 – SERVICE STATION, SIGNAGE & ASSOCIATED INFRASTRUCTURE - RAILWAY PARADE HENTY [CONT'D]

- 6 All activities including, loading and unloading associated with this development shall take place within the subject site. Fill points for petrol and gas storage shall be located so that tankers can stand clear of access driveways and not impede access to and from the subject site for other vehicles. A plan is to be submitted to indicate compliance with this condition prior to release of the Construction Certificate.
- 7 Suitable drainage treatment shall be implemented to ensure that storm water discharge from the subject site does not exceed the pre-development discharge. Contaminated storm water run-off from the subject site shall not discharge to the road reserve of the Olympic Highway.
- 8 Any damage or disturbance to the road reserve of the Olympic Highway shall be restored to match surrounding landform, including kerb and gutter, in accordance with Council requirements.
- 9 A management plan to address construction activity access and parking is to be prepared to ensure that suitable provision is available on site for all vehicles associated with the on-site works for the construction of the development to alleviate any need to park within, or load/unload from the road reserve of the Olympic Highway. The storage of any material within the road reserve is denied. Access directly to the site from the Olympic Highway for construction purposes is denied. Appropriate signage and fencing is to be installed and maintained to effect this requirement.
- 10 Works within the road reserve of the Olympic Highway requires approval from the Council and concurrence from Transport for NSW under section 138 of the Roads Act 1993 prior to commencement of any such works. The developer is responsible for all public utility adjustment/relocation works, necessitated by the proposed development and as required by the various public utility authorities and/or their agents.
- 11 Any proposed signage to be erected in relation to the proposed development is not approved and shall be subject to the submission of a further Development Application.
- 12 Any works associated with the development shall be at no cost to Transport for NSW.

Reason for Conditions

The above conditions have been imposed:

- (i) to ensure compliance with the terms of the environmental planning instruments;
- (ii) having regard for the requirements of any agency consulted as integrated development;
- (iii) having regard to Council's duties of consideration under Section 4.15(1) of the *Environmental Planning and Assessment Act 1979*, as well as Section 4.17 which authorises the imposing of the consent conditions; and
- (iv) having regard to the circumstances of the case and the public interest.

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GOVERNANCE

1. **OFFICE OF LOCAL GOVERNMENT – DRAFT MODEL CODE OF MEETING PRACTICE**

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Councillors to consider the draft Code of Meeting Practice, particularly the inclusion of non-mandatory provisions following the release of the revised Model Code of Meeting Practice.

REFERENCE TO DELIVERY PLAN ACTIONS

Statutory matter.

DISCUSSION


On 29 October 2021 the Office of Local Government released Circular No. 21-35 – 2021 Model Code of Meeting Practice for Local Councils in NSW. Also released was a Model Code of Meeting Practice with mandatory and non-mandatory provisions.

The Circular is reproduced below for Councillor's information.

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OFFICE OF LOCAL GOVERNMENT – DRAFT MODEL CODE OF MEETING PRACTICE
[CONT'D]

Strengthening local government



**Office of
Local Government**

Circular to Councils

Circular Details	21-35 / 29 October 2021 / A796782
Previous Circular	21-02 <i>Temporary exemption from the requirement for councillors to attend meetings in person</i>
Who should read this	Mayors / Councillors / General Managers / Joint Organisation Executive Officers / Council governance staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

2021 Model Code of Meeting Practice for Local Councils in NSW

What's new or changing

- Following extensive consultation, the new *Model Code of Meeting Practice for Local Councils in NSW* (Model Meeting Code) has been finalised.
- The new Model Meeting Code has been published in the Government Gazette and is expected to be prescribed under the *Local Government (General) Regulation 2021* (the Regulation) on or before **Friday 19 November 2021**. The new Model Meeting Code is available on the Office of Local Government's (OLG) website [here](#).
- The new Model Meeting Code contains new provisions that allow councils to permit individual councillors to attend meetings by audio-visual link and to hold meetings by audio-visual link in the event of natural disasters or public health emergencies. The provisions governing attendance at meetings by audio-visual link are non-mandatory. Councils can choose not to adopt them or to adapt them to meet their own needs.
- Amendments have also been made to the provisions governing the webcasting of meetings and disorder at meetings to reflect amendments to the Regulation since the previous iteration of the Model Meeting Code was prescribed.
- An amendment has also been made to the Model Meeting Code implementing recommendation 6 in ICAC's report in relation to its investigation of the former Canterbury City Council (Operation Dasha). ICAC recommended that the Model Meeting Code be amended to require that council business papers include a reminder to councillors of their oath or affirmation of office, and their conflict of interest disclosure obligations.
- A Word version of the new Model Meeting Code is available on OLG's website showing the amendments in track changes.
- The repeal date for section 237 of the Regulation which exempts councils from the requirement under clause 5.2 of the previous iteration of the Model Meeting Code for councillors to be personally present at meetings in order to participate in them has been extended to **30 June 2022**. This is to allow councils additional time to exhibit and adopt new codes of meeting practice containing provisions allowing attendance by audio-visual link at meetings. If councils have not adopted a new meeting code that allows councillors to attend meetings by audio-visual link, they will not be permitted to do so after that date.

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OFFICE OF LOCAL GOVERNMENT – DRAFT MODEL CODE OF MEETING PRACTICE
[CONT'D]

What this will mean for your council

- Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code within 12 months of the local government elections. A council's adopted meeting code must not contain provisions that are inconsistent with the mandatory provisions.
- A council's adopted meeting code may also incorporate the non-mandatory provisions of the Model Meeting Code and any other supplementary provisions adopted by the council.
- Councils and committees of councils of which all the members are councillors must conduct their meetings in accordance with the code of meeting practice adopted by the council.
- Under section 361 of the *Local Government Act 1993*, before adopting a new code of meeting practice, councils must first exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code. This requirement does not apply to joint organisations.

Key points

- The Model Meeting Code has two elements:
 - mandatory provisions (indicated in black font)
 - non-mandatory provisions (indicated in red font) covering areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as best practice for the relevant area of practice.
- The Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are indicated in blue font.
- In adopting the Model Meeting Code, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".
- In adopting the Model Meeting Code, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".

Where to go for further information

- The new Model Meeting Code is available on OLG's website [here](#).
- For more information, contact the Council Governance Team by telephone on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



William Power
Acting Coordinator General, Planning Delivery and Local Government

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OFFICE OF LOCAL GOVERNMENT – DRAFT MODEL CODE OF MEETING PRACTICE
[CONT'D]

Major changes to the Draft Code of Meeting Practice are:

- Allowing Councillors to attend meetings by audio-visual link in the event of natural disasters or public health emergencies (non-mandatory)
- Amendments to the provisions for webcasting meetings and
- Amendments to the provisions of disorder at meetings.

Currently Councillors are able to attend meetings by audio-visual link up until 30 June 2022 when section 237 of the Local Government (General) Regulation 2021 is repealed. Therefore if Council has not adopted a new Code of Meeting Practice by 30 June 2022, Councillors will no longer be able to attend Council meetings via audio-visual link.

In relation to Non-Mandatory Provisions and clauses where Council has discretion, they have been colour coded to assist Councillors understand what is proposed to be included and not proposed to be included.

Red text	Non-Mandatory provisions that are currently in the Code of Meeting Practice
Red font	Non-Mandatory provisions of the previous Model Code that Council did not incorporate
Green font	New Non-Mandatory provisions that are recommended for inclusion
Blue font	Non-Mandatory provisions where Council is required to determine Council specific requirements.
Blue font	Relate to Joint Organisations only

Further at the Councillor Induction Workshop held on Friday 7 January 2022 there was some discussion regarding Questions without Notice. Clause 9.14 is quite specific that questions asked at Council meetings must relate to items on the Agenda or where notice has been given in accordance with clause 3.10 and 3.14.

If a more timely response to a question is required, the Councillor can contact the General Manager or a Director regarding the matter. If the Councillor is still not satisfied it may give rise to a Question on Notice in accordance with clause 3.10 and 3.14.

If the matter is a Customer Action Request this should be lodged by either contacting Council's Customer Service Team or lodging the request through the website at the following link.

<https://www.greaterhume.nsw.gov.au/Contact-us/Lodge-a-Customer-Request>

The draft Greater Hume Council Code of Meeting Practice is included as **ANNEXURE 8** for Councillor's consideration.

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OFFICE OF LOCAL GOVERNMENT – DRAFT MODEL CODE OF MEETING PRACTICE
[CONT'D]

BUDGET IMPLICATIONS

Nil

CONCLUSION

On 29 October 2021 the Office of Local Government released Circular No. 21-35 – 2021 Model Code of Meeting Practice for Local Councils in NSW. Also released was a Model Code of Meeting Practice with mandatory and non-mandatory provisions.

After consideration the non-mandatory provisions a draft Greater Hume Council Code of Meeting Practice has been circulated to Councillors for consideration.

RECOMMENDATION

1. The draft Code of Meeting Practice be endorsed by Council
2. The draft Code of Meeting Practice be advertised for 28 days commencing on Monday 21 February 2022.
3. A further report on any submissions received be submitted to Council's April meeting for consideration prior to adoption or amendment of the draft Model Code of Conduct.

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2. HENTY SPORTSGROUND FUNCTION ROOM – EXTENSIONS AND REFURBISHMENT

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To update Councillors on the cost of construction of the Henty Sportsground function Room – Extensions and Refurbishment Project.

REFERENCE TO DELIVERY PLAN ACTIONS

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

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

DISSUSSION

Since the report to the October Council meeting construction costs of the Henty Sportsground Function Room extensions and refurbishment have been refined.

As has been case with many Council projects the current construction climate has made it difficult to contain costs. Also as advised at the October meeting, Council had engaged Building Services Group to assess options for the provision of fire services. Unfortunately due to a low pressure water line servicing the site Council will have no option but to install tanks and pump options which an extremely costly solution. Drawings for the required works are attached as **ANNEXURE 9**. for Councillors information.

Quotations have been called for the works the most costs effective and acceptable quotation being received from a local contractor in amount of \$188,764. This is significantly in excess of funding currently available for the project.

Detailed below is a breakdown of the revised costings:

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

Project element	(excl. GST) 1 October 2021	Revised cost 7 February 2022	Variance	Comments
Projects costs included in application				
Project Management	\$ 37,500	\$ 60,000	-\$ 22,500	
Finalise of design plans	\$ 10,000	\$ 12,500	-\$ 2,500	
Council approvals	\$ 8,106	\$ 8,106	\$ -	
Earthworks	\$ 5,000	\$ -	\$ 5,000	Included in building costs
Building component	\$ 876,466	\$ 905,222	-\$ 28,756	
Estimated total costs	\$ 937,072	\$ 985,828	-\$ 48,756	
Funded by				
Sportsground Stimulus Fund	\$ 409,091	\$ 409,091	\$ -	
Henty Community Financial Services	\$ 300,000	\$ 300,000	\$ -	
Local Roads and Community Infrastructure Fund	\$ 100,000	\$ 100,000		
NSW AFL	\$ 75,000	\$ 50,000	-\$ 25,000	Likely maximum grant
Greater Hume Council	\$ 5,481	\$ 5,481	\$ -	Council component of DA fees
User group contribution	\$ 47,500	\$ 47,500	\$ -	
Community contribution (Mower sale and community fundraising)		\$ 70,000	\$ 70,000	
Estimated total income	\$ 937,072	\$ 982,072	\$ 45,000	
Variance in funding for Building component only	\$ -	-\$ 3,756	\$ 93,756	
	\$ -			
Additional costs to be incurred				
Installation of pressure sewer line	\$ 102,630	\$ 87,452	\$ 15,178	Revised based on quotations accepted
Fire services (upgrade of main or tanks and pumps)	\$ 120,000	\$ 188,764	-\$ 68,764	Revised based on quotation accepted
Total	\$ 222,630	\$ 276,216	-\$ 53,586	
Funded by				
Local Roads and Community Infrastructure Fund	\$ 200,000	\$ 250,000		
Variance	\$ 200,000	\$ 250,000	-\$ 57,342	

As advised above the major cost escalation has been as a result of installation fire safety services which requires the installation of significant tank and pump infrastructure to meet the Australian Standard 2419.1-2005 which was the applicable standard at the time of Development Consent issuance.

It is proposed that the project funding shortfall be offset by an allocation of \$56,754 from the externally restricted Henty Town Improvement Fund Reserve that has existed since Council was amalgamated in 2004.

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

It is also possible that Council may have to contribute to a water main upgrade (noting that Riverina Water is the supply authority) to ensure that there is sufficient capacity to service the site. It is proposed that a further report be submitted to the March Council meeting on funding options, potentially through asset sales, should the water main upgrade eventuate.

It has become very challenging managing grant funded projects in the current climate with estimates sought up to two years before projects are funded and can commence.

Moving forward Council will need to approach community based projects is a different light ensuring projects are fully scoped to ensure that Council is not exposed to cost escalations.

In relation to this project, the community will need to commit to significant fundraising, as was the case at Holbrook to ensure the building can be completed within reasonable budget parameters.

BUDGET

It is the intent that further funding be made available through the allocation of the balance of the externally restricted Henty Town Improvement Fund of \$56,754. Further it is proposed that a further report be submitted to the March Council meeting on funding options, potentially through asset sales, for any remaining shortfall.

CONCLUSION

As has been case with many Council projects the current construction climate has made it difficult to contain costs. Also as advised at the October meeting Council had engaged Building Services Group to assess options for the provision of fire services. Unfortunately due to a low pressure water line servicing the site Council will have no option but to install tanks and pump options which an extremely costly solution.

It has become very challenging managing grant funded projects in the current climate with estimates sought up to two years before projects are funded and can commence.

Moving forward Council will need to approach community based projects is a different light to previously to ensure that Council is not exposed to cost escalations.

RECOMMENDATION

1. That Council allocate the externally restricted funds remaining from the Henty Town Improvement Reserve totalling \$56,754 to the Henty Sportsground Function Room extensions and refurbishment.
2. A further report be submitted to the March Council meeting on funding options, potentially through asset sales, for any remaining shortfall.

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3. POLICY DEVELOPMENT – REVIEW OF PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO MAYOR AND COUNCILLORS POLICY

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To present the revised Draft Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy for endorsement prior to it being placed on public exhibition for 28 days for comment.

REFERENCE TO DELIVERY PLAN ACTIONS

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

DISCUSSION

In accordance with Section 252 of the Local Government Act 1993 (the Act), Council is required to adopt a policy concerning the payment of expenses and provision of facilities to the Mayor and Councillors in relation to discharging functions of civic office.


Following recent amendments to the Act, the policy is no longer required to be reviewed annually but is to be reviewed and adopted within 12 months of each term of a Council. Section 253 of the Act requires Council to give public notice of any intended amendments and allow 28 days for public submissions prior to adopting this policy.

The Policy has been prepared on the basis of the better practice Councillor Expenses and Facilities Policy Template that has been developed and made available for use for all councils by the Office of Local Government (OLG). The availability of the Template was outlined in Circular 17-17 which is included below for Councillors information.

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POLICY DEVELOPMENT – REVIEW OF PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO MAYOR AND COUNCILLORS POLICY [CONT'D]

Strengthening local government



**Office of
Local Government**

Circular to Councils

Circular Details	17-17 / 27 June 2017 / A548300
Previous Circular	N/A
Who should read this	Councillors / General Managers / Governance Staff
Contact	Council Governance Team / 02 4428 4100
Action required	Information
Attachment	Councillor Expenses and Facilities Policy Template

Councillor Expenses and Facilities Policy – Better Practice Template

What's new or changing

- A better practice Councillor Expenses and Facilities Policy template (the Policy template) has been developed and is being made available for use by all councils.

What this will mean for your council

- The Policy template is provided as a suggested format for councils.
- The Policy template has been prepared to be consistent with the *Local Government Act 1993* (the Act) and *Local Government (General) Regulation 2005* (the Regulation) and the Office of Local Government's (OLG) *Guidelines for the payment of expenses and provision of facilities for mayors and councillors in NSW* (the Guidelines).
- If there are any inconsistencies, the Act, Regulations and Guidelines take precedence.

Key points

- The Policy template has been designed to be amended to suit local needs and circumstances. It is recognised that the provisions in the Policy template will not all be appropriate for every council.
- Areas where councils will need to incorporate specific direction are highlighted in yellow and indicated in [square brackets]. The note to users and all highlighted sections should be deleted during preparation of the draft policy.
- Councils using the Policy template will need to include maximum expenditure limits for specific expenses and facilities. Councils should tailor these limits to their own context and community expectations. Councils may wish to benchmark against similar councils to determine these limits.
- Under section 252 of the Act, councillor expenses and facilities policies must be adopted within 12 months of the commencement of the new council term.
- Once exhibited and adopted, the policy must be made publicly available on the council website.
- Copies of the policy are no longer required to be provided to OLG.

Office of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
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E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046

**ORDINARY MEETING OF GREATER HUME COUNCIL
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POLICY DEVELOPMENT – REVIEW OF PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO MAYOR AND COUNCILLORS POLICY [CONT'D]

2

Where to go for further information

- A Word version of the Policy template is available under 'Related Downloads' on the Councillor Expenses and Facilities page in the Directory of Policy Advice for Councils section of OLG's website www.olg.nsw.gov.au
- For further information, contact OLG's Council Governance Team on 02 4428 4100 or by email to olg@olg.nsw.gov.au



Tim Hurst
Acting Chief Executive

The revised Payment of expenses and provision of facilities to the Mayor and Councillors Policy is included as **ANNEXURE 10** for Councillors consideration.

BUDGET IMPLICATIONS

An expenditure allocation is included in recurrent budgets for the payment of expenses and provision of facilities to the Mayor and Councillors.

CONCLUSION

The Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy is required to be reviewed within 12 months of each term of Council. This includes a public exhibition process to allow for the making of submissions.

The Policy has been reviewed consistent with OLG Circular No. 17-17 on the Template developed by the OLG for use by all Councils.

RECOMMENDATION

That Council:

1. adopt the Draft Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy and
2. place the Draft Policy on public exhibition for 28 days and consider any submissions at the April 2022 Council meeting.

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CORPORATE AND COMMUNITY SERVICES

**1. INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
Report prepared by Chief Financial Officer – Dean Hart**

REASON FOR REPORT

To present the Interim Budget Review as at 31 December 2021 in accordance with Section 203 of the Local Government (General) Regulation 2005.

REFERENCE TO DELIVERY PLAN ACTION

Not Applicable – legislative requirement

DISCUSSION

The Interim Budget Review as at 31 December 2021 is included as an **ANNEXURE 11** for Councillors' perusal. The Budget Review, as presented, indicates that the projected 2021/22 cash surplus will be \$99,267 which represents a negative movement of \$74,355 on the budget surplus of \$173,622 as at 30 September 2021.

As advised at the 30 September, 2021 budget review \$55,451 being the increase in the roads component of the Financial Assistance Grant has been reserved pending further expenditure in the roads area.

Councillors have also been previously advised that the North Henty Rail Crossing Project is significantly over budget and a separate report on the project costing will be submitted to the March 2022 Council meeting.

OVERALL BUDGET REVIEW

Detailed below is a full review on a functional basis with comments. The commentary below provides an explanation of major variances (greater than \$5,000) except where offset within the same function.

GOVERNANCE

Function and comment		Projected Budget Variance \$
Elected Members Expenses Satisfactory		Nil
Governance Expenses Satisfactory		Nil
Risk Management Adjustment to non-recoverable insurance claim costs due to large claim which fell just short of the excess.	-15,000	-13,547
TOTAL GOVERNANCE		-13,547

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

ADMINISTRATION

Function and comment		Projected Budget Variance \$
Corporate Services Administration Additional overhead allocation recovered from children services operations. The balance relates predominantly to small increases in revenue such as room hire and commissions.	+61,777	+66,039
Information Technology Services Satisfactory		Nil
Employment On-Costs Satisfactory		Nil
Engineering Administration Satisfactory		+3,928
Depot Administration and Maintenance Satisfactory		+1,461
Plant Operations Satisfactory		Nil
TOTAL ADMINISTRATION		+71,428

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

PUBLIC ORDER AND SAFETY

Function and comment		Projected Budget Variance \$
Animal Control Satisfactory		-636
Fire Services Satisfactory		Nil
Emergency Services Satisfactory		Nil
TOTAL PUBLIC ORDER & SAFETY		-636

HEALTH SERVICES

Function and comment		Projected Budget Variance \$
Health Administration Satisfactory		Nil
TOTAL HEALTH SERVICES		Nil

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

ENVIRONMENT

Function and comment		Projected Budget Variance \$
Waste Management Satisfactory		Nil
Noxious Animals & Insects Satisfactory		Nil
Noxious Plants Satisfactory		Nil
Street Cleaning Satisfactory		Nil
Stormwater Maintenance & Drainage Maintenance of stormwater drainage exceeds budget by \$13k to December 2021. An additional \$50k has been added to the budget. This adjustment has been offset by an equal reduction in the bridge maintenance budget (refer Transport and Communications section below)		-50,000
TOTAL ENVIRONMENT		-50,000

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

COMMUNITY SERVICES AND EDUCATION

Function and comment	Projected Budget Variance \$
Family Day Care Satisfactory	Nil
Preschools Satisfactory	Nil
Youth Services Satisfactory	+1,550
Community Housing Satisfactory	Nil
Frampton Court Rental Units Satisfactory	Nil
Kala Court Rental Units Satisfactory	Nil
Kala Court Self-Funded Units Satisfactory	Nil
Aged Care Rental Units – Culcairn Satisfactory	Nil
Aged Care Rental Units – Jindera Satisfactory	Nil
TOTAL COMMUNITY SERVICES & EDUCATION	+1,550

**ORDINARY MEETING OF GREATER HUME COUNCIL
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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

HOUSING AND COMMUNITY AMENITIES

Function and comment		Projected Budget Variance \$
Street Lighting Satisfactory		Nil
Public Cemeteries Satisfactory		Nil
Town Planning Satisfactory		Nil
Public Conveniences Satisfactory		Nil
Council Owned Housing Satisfactory		Nil
Other Community Amenities Satisfactory		-1,200
TOTAL HOUSING & COMMUNITY AMENITIES		-1,200

**ORDINARY MEETING OF GREATER HUME COUNCIL
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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

RECREATION AND CULTURE

Function and comment	Projected Budget Variance \$
Public Halls Satisfactory	+50
Libraries Additional maintenance costs incurred in repairing air-conditioning units at the Holbrook library.	-5,603
Museums Satisfactory	Nil
Swimming Pools A full reconciliation of the swimming pool budget will be conducted in the March review after closure of the pools. A separate report on the outcome will be provided to Councillors by the Director Environment and Planning if the outcome varies from budget significantly.	Nil
Sporting Grounds & Recreation Reserves Additional capital expenditure for a fence constructed at the Henty Sportsground as a result of other works carried out on the site. Please note also that \$50,000 has been reallocated from capital to maintenance plus an additional \$75,000 has been added to the budget to allow for additional costs relating to the Culcairn, Henty, Holbrook and Jindera ovals.	-85,027
Parks & Gardens Satisfactory	Nil
Other Cultural Services Satisfactory	Nil
TOTAL RECREATION & CULTURE	-90,580

**ORDINARY MEETING OF GREATER HUME COUNCIL
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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

MINING, MANUFACTURING & CONSTRUCTION

Function and comment		Projected Budget Variance \$
Building Control Satisfactory		Nil
Quarries & Pits Satisfactory		Nil
TOTAL MINING, MANUFACTURING & CONSTRUCTION		Nil

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

TRANSPORT AND COMMUNICATIONS

Function and comment	Projected Budget Variance \$
FAG Grant – Roads Component As reported in the September budget review the increase in the roads component of the Financial Assistance Grant which totals \$55,451 has been reserved for future expenditure on Council's road network.	-55,451
Urban Roads Local Satisfactory	-2,128
Sealed Rural Roads – Local Satisfactory	Nil
Sealed Rural Roads – Regional Satisfactory	Nil
Unsealed Rural Roads - Local Satisfactory	Nil
Bridges \$50,000 transferred to stormwater drainage to cover additional maintenance costs as reported in the Environment section above.	+50,000
Kerb & Gutter Satisfactory	Nil
Footpaths Landowner contributions for Jindera footpath works completed in 2020-21 but invoiced in 2021-22.	+40,255
Aerodromes Satisfactory	Nil
Bus Shelters Satisfactory	Nil
Ancillary Road Works Satisfactory	Nil
State Roads RMCC Works Satisfactory.	Nil
Natural Disaster Recovery Satisfactory	Nil
Road Safety Officer Satisfactory.	+1,101
TOTAL TRANSPORT & COMMUNICATIONS	+32,676

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

ECONOMIC AFFAIRS

Function and comment	Projected Budget Variance \$
Jindera Medical Centre Satisfactory	Nil
Caravan Parks Caravan Park income is significantly lower than budget due to the COVID restrictions. It is unlikely that this situation will improve before June. Management will continue to monitor this area and further revise the budget estimate as part of the March 2022 quarterly budget review process.	-27,000
Tourism Operations Satisfactory	Nil
Visitor Information Centre Satisfactory	Nil
Submarine Museum Satisfactory	Nil
Economic Development Satisfactory	Nil
Community Development Satisfactory	Nil
Real Estate Development Satisfactory	-19
Real Estate Sales Satisfactory	Nil
Private Works Satisfactory	Nil
TOTAL ECONOMIC AFFAIRS	-27,019

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

GENERAL PURPOSE REVENUES

Function and comment	Projected Budget Variance \$
FAG Grant – General Component Satisfactory	Nil
Interest on Investments Satisfactory	Nil
Rates Budget adjusted to actual rates levied	+2,973
TOTAL GENERAL PURPOSE REVENUES	+2,973

SUMMARY OF BUDGET VARIATIONS

SUMMARY OF BUDGET VARIATIONS	-74,355
-------------------------------------	----------------

WATER AND SEWERAGE

General income and expenditure figures appear to be satisfactory.

SUMMARY

Council's overall budget position has deteriorated as a result of the additional budget allocation to sportsground maintenance with a surplus of \$99,267 predicted as at 31 December 2021. As has been the case in previous years, management will continue to monitor all income and expenditure areas closely to ensure budget integrity is maintained at year end.

Shown below are a number of Council's financial indicators as at 31 December 2021. These indicators are consistent with those reported in Council's Annual Financial Statement.

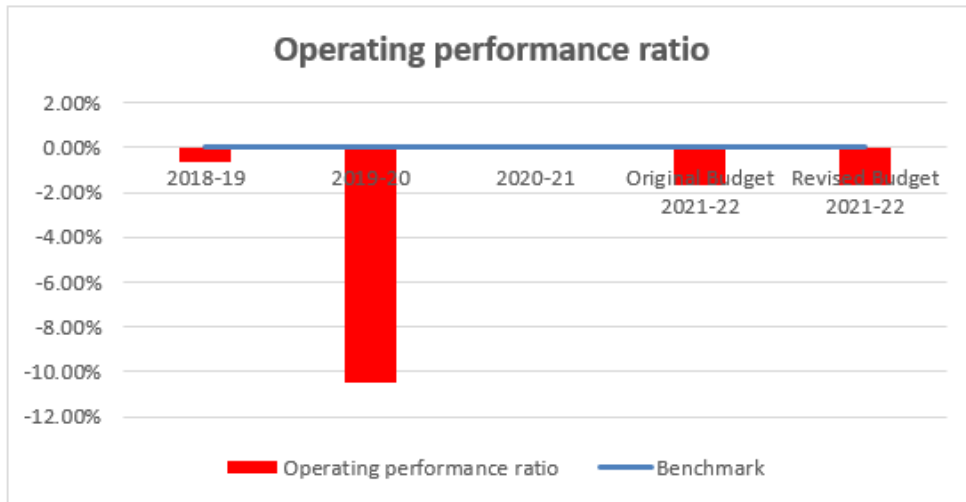
RECOMMENDATION

That Council note and approve the Interim Budget Review Statement as at 31 December 2021.

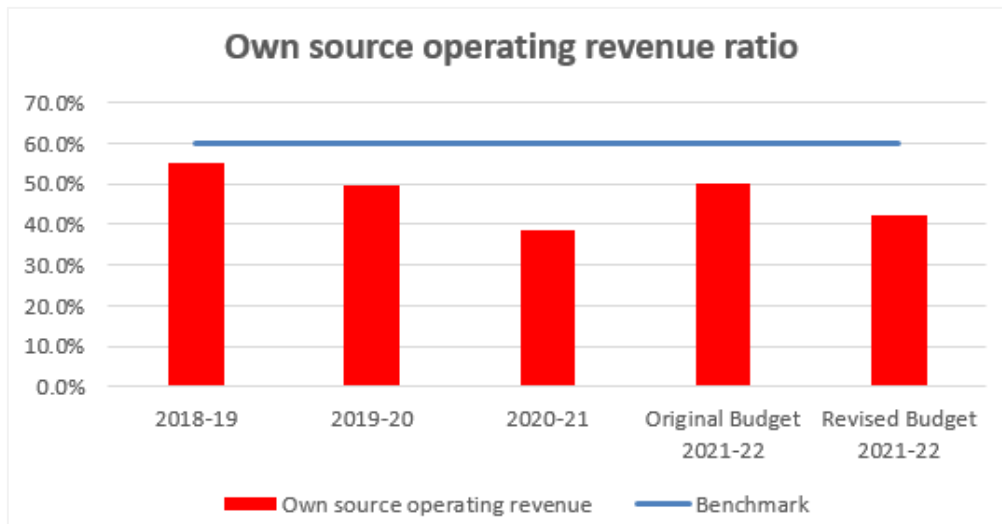
**ORDINARY MEETING OF GREATER HUME COUNCIL
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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]

KEY FINANCIAL INDICATORS



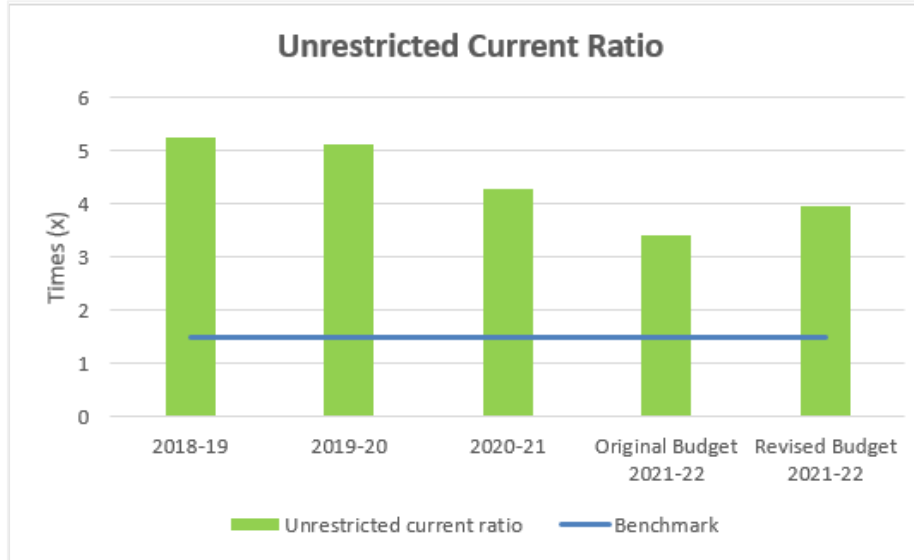
This ratio measures Council's achievement of containing operating expenditure within operating revenue.



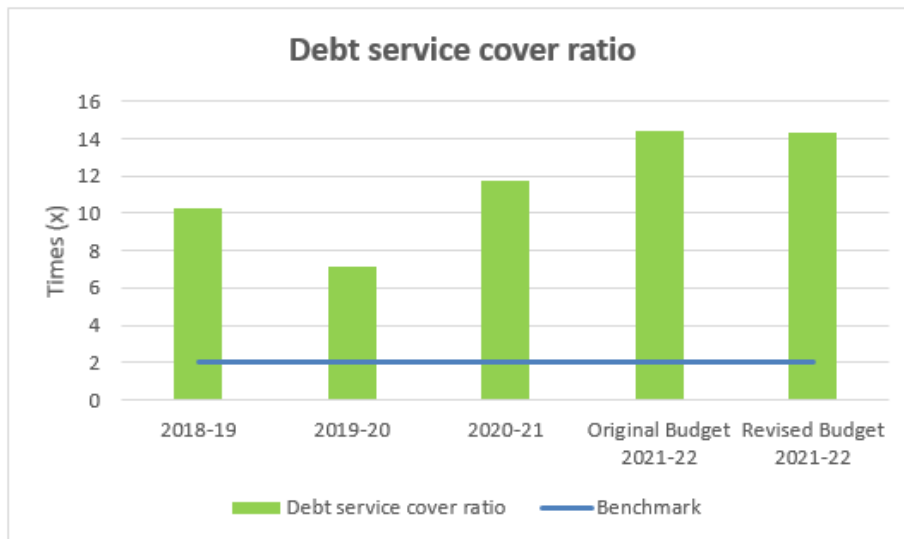
This ratio measure fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions. It should be noted that the benchmark 60% is unlikely to be achieved in rural councils such as Greater Hume Council due to their heavy reliance on grants and contributions due to their large area and small populations.

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]



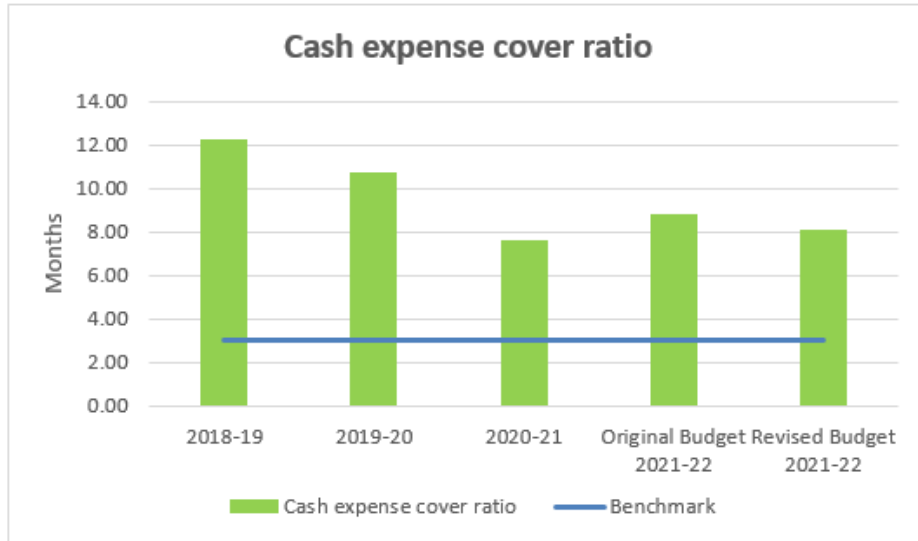
This ratio assesses the adequacy of Council’s working capital and its ability to satisfy its obligations in the short term for the unrestricted activities of Council.



This ratio measures the availability of operating cash to service debt, including interest, principal and lease payments.

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2021
[CONT'D]



This liquidity ratio indicates the number of months Council can continue to pay for its immediate expenses without additional cash inflow.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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2. REQUESTS TO AMEND NON-RESIDENTIAL SEWER USAGE CHARGES

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present a request from the Culcairn Lutheran Church for Council to consider reducing the amount of non-residential sewer usage charges levied for the period August 2021 – November 2021. This property has incurred significantly increased water usage charges and non-residential sewer usage charges as a result of leaks in internal water lines.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

Council has received correspondence from the Culcairn Lutheran Church in relation to non-residential sewer usage charges levied for the period August 2021 – November 2021. The charges were based on abnormally high water consumption. A copy of the correspondence from the Church is included as **ANNEXURE 12**.

The water usage account for the period in question was based on a total consumption of 1,150kls. This is a significant increase on previous consumption levels where the previous seven quarterly consumption was between 0kls and 1kl per quarter. As indicated in the correspondence from the Church, the abnormally high consumption was the result of a leak in the internal water supply pipes which has subsequently been detected and repaired.

Whilst the Church are not seeking an adjustment to the water supply charges, they are seeking consideration for a reduction in the resultant non-residential sewer usage charges. As Councillors would be aware, all non-residential properties connected to reticulated sewer are charged a usage charge based on the corresponding water usage and applicable discharge factor.

In the case of the Culcairn Lutheran Church, the abnormally high water usage resulting from the leaks has resulted in a correspondingly high non-residential sewer usage charge. However, given that the water usage was almost entirely due to leaks, it is highly unlikely that the additional water made its way into Council's sewer network and as such a review of the non-residential sewer charges is considered warranted.

The following table details non-residential sewer usage charges at the property over the past four (4) billing periods:

Billing Period	Water Usage	Non -Residential Sewer Usage Charge
December 2021	1,150kls	\$1,715.23
September 2021	0Kls	Nil
June 2021	1kl	\$1.46
March 2021	1kl	\$1.46

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REQUESTS TO AMEND NON-RESIDENTIAL SEWER USAGE CHARGES [CONT'D]

It is acknowledged that over the past years Council has considered similar requests to have water usage charges waived or lowered as a result of water lost through leaks in internal supply lines and on each occasion Council has resolved to not accede to the request of the landowner. However, in this case, the property owners are not seeking a reduction in the water supply charges but rather a reduction in the corresponding non-residential sewer usage charge. That being the case, it will be recommended that Council support the request and amend the non-residential usage charges as follows:

Total water consumption	1kl
Usage Charge \$1.57 per kl @ 0.95 Discharge Factor	\$1.49

BUDGET IMPLICATIONS

Minor reduction in income of \$1,713.74

CONCLUSION

The non-residential sewer usage account for the period in question was based on a total water consumption of 1,150kls. This is a significant increase on previous consumption levels where the previous seven quarterly consumption was between 0kls and 1kl per quarter. As indicated in the correspondence from the Church, the abnormally high consumption was the result of a leak in the internal water supply pipes which has subsequently been detected and repaired. Given that the water usage was almost entirely due to leaks, it is highly unlikely that the additional water made its way into Council's sewer network and as such a review of the non-residential sewer charges is considered warranted

RECOMMENDATION.

That Council amend the non-residential sewer usage charges levied at the Culcairn Lutheran Church for the period August 2021 to November 2021 to a total charge of \$1.49.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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3. SIGNING OF AMENDED CONTRACT FOR LICENCE TO OCCUPY – UNIT 8 KALA COURT

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To seek Council approval to sign amended contracts for the Licence to Occupy, Unit 8 Kala Court under the Common Seal of Council.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Mr Peter Straw and Mrs Yvonne Straw commenced occupation of Unit 8, Kala Court Holbrook in June 2020. Sadly, Yvonne Straw passed away in November 2021.

Council has received advice from the solicitors handling the Estate requesting that the Residence and Service Contract be transferred into Peter Straw's sole name.

Accordingly, approval is hereby sought for the Mayor and General Manager to execute the amended contract under the Common Seal of Council.

BUDGET IMPLICATION

Nil

CONCLUSION

Approval is sought to execute contract documentation under the Common Seal of Council.

RECOMMENDATION

That the Mayor and General Manager be authorised to sign the amended Residence and Service Contract for Unit 8 Kala Court under the Common Seal of Council.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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4. POLICY DEVELOPMENTS

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To present new and revised policies for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Not Applicable

DISCUSSION

Development and enhancement of Council's Policy Register is continuing. The following policies are now presented at **ANNEXURE 13** for consideration by Council:

1. Complaints Handling Policy

This policy was reviewed in accordance with policy review schedule.

Amendments include the addition of references to Children Services and Family Day Care Educators in accordance with the Children's Guardian Act 2019 and Child Safe requirements.

2. Internal Reporting (Public Interest) Disclosures Policy

This policy has been reviewed in accordance with the policy review schedule.

No major changes.

3. External Grant Applications for Management Committees Policy

This policy has been reviewed in accordance with the policy review schedule.

No major changes.

4. Document Control Policy

This policy has been reviewed in accordance with the policy review schedule.

No changes.

5. Recognition of Long Service Policy

This policy has been reviewed in accordance with the policy review schedule.

No changes.

6. Social Media Policy

This policy has been reviewed in accordance with the policy review schedule.

No changes.

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POLICY DEVELOPMENTS [CONT'D]

7. Hardship Policy

Major Revision was undertaken of this policy to ensure compliance with the Local Government Act 1993 and the recommendations provided in the Debt Management & Hardship Guidelines as published by the Office of Local Government.

BUDGET IMPLICATIONS

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

CONCLUSION

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

RECOMMENDATION

That the:

1. Greater Hume Council Complaints Handling Policy be adopted.
2. Greater Hume Council Internal Reporting (Public Interest) Disclosure Policy be adopted.
3. Greater Hume Council External Grant Applications for Management Committees Policy be adopted.
4. Greater Hume Council Document Control Policy be adopted.
5. Greater Hume Council Recognition of Long Service Policy be adopted.
6. Greater Hume Council Social Media Policy be adopted.
7. Greater Hume Council Hardship Policy be adopted.

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ENGINEERING

1. **PROPOSED MAJOR DRAINAGE STRUCTURE JINDERA-WALLA WALLA ROAD,
WALLA WALLA**

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To consider an offer to support the construction of a large drainage structure under Jindera Walla Walla Road at Walla Walla.

REFERENCE TO DELIVERY PLAN ACTION

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

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

DISCUSSION

In conjunction with landowner Andrew Kotzur, Council has undertaken the design of a new culvert under the Jindera Walla Walla Road just south of the intersection with Walla Walla Road at Walla Walla.

The construction of this culvert and associated drainage will lead to a reduction of stormwater flows in Commercial St and directly take them to a water way in land owned by Andrew Kotzur that then discharges into Petries Creek, see **ANNEXURE 14**.

This project will also provide added flood protection to the houses in the southern part of Walla as well as reduce nuisance flooding along Commercial St, Edwards St and Market St.

As advised in correspondence from Mr Kotzur (**ANNEXURE 15**) it will also assist in supporting the development of land on the west side of Commercial St south of Walla Walla Road to PJN by reducing flows and therefore reducing the size of required drainage infrastructure, required as part of the development.

In correspondence it states:

We propose to contribute to the drainage works as follows:

- We would provide, at our cost, an easement to Council for the works through the property (known as “Townview”) to the south of Townview Avenue
- We would construct the drainage works (at our cost) from the fence line along Walla Jindera Road through to the existing waterway running south to north on the “Townview” property. This would include providing access to the separate parts of the property, reinstatement of fencing suitable for both flood waters and stock management

Council would be required to undertake the construction of all works in the road reserve including the construction of the culvert and all other table drain works associated.

An engineers estimated the cost for the works to be \$219,735.20 (exc. GST).

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PROPOSED MAJOR DRAINAGE STRUCTURE JINDERA-WALLA WALLA ROAD, WALLA WALLA [CONT'D]

It is the writers opinion that the proposal presented to Council provides a number of advantages especially in the flood protection of a number of houses in the southern part of Walla Walla, but also directing stormwater flows away from Commercial St that are nuisance in smaller events but problematic in larger events as seen with erosion along the drain in Edwards St.

BUDGET IMPLICATION

As Jindera Walla Walla Road is a regional road, funding for the culvert construction can be funded from Council Regional Road Block Grant. It is the writers view that funding to undertake the construction of the culvert be included as part of Council's 2022/23 budget.

CONCLUSION

It is the writers opinion that the proposal presented to Council provides a number of advantages especially in the flood protection of a number of houses in the southern part of Walla Walla, but also directing stormwater flows away from Commercial St that are nuisance in smaller events but problematic in larger events as seen with erosion along the drain in Edwards St.

RECOMMENDATION

That Council accept the proposal as detailed and allocate the construction of the culvert under Jindera Walla Walla Road in Council's 2022/23 budget.

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2. JINDERA STREET – LAND SALE

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To consider the sale of excess land at the intersection of Pioneer Drive and Jindera St, Jindera to the Lutheran Church of NSW.

REFERENCE TO DELIVERY PLAN ACTION

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

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

DISCUSSION

Council recently completed the construction of a roundabout at the intersection of Pioneer Drive and Jindera St Jindera. Following the construction there is 3613m² of excess land that is not required by Council and can be sold. (**ANNEXURE 16**).

The land less the area where the roundabout has been constructed was originally purchased from the Lutheran Church to allow an open drain to be constructed following a request by Council to mitigate flooding to houses in Pioneer Drive (**ANNEXURE 17**).

The Lutheran Church has a residential subdivisional development proposed along Jindera St and is keen to reacquire the land to include in its proposed development.

As it was the Lutheran Church that originally sold the land to Council, it is considered appropriate that Council consider selling the land back to the Lutheran Church especially as they are developing land adjacent to the site and can appropriately incorporate the land into that the development.

In determining a sale price for the land Council has obtained a valuation for the land from Herron Todd White which has valued it at \$230,000 inc. GST (**ENCLOSED SEPARATELY**).

In discussion with David Schmidt who is acting on behalf of the Lutheran Church, he has indicated that although the purchase of the land is much more than what Council paid for it 10 years ago, they are willing to acquire it for the valuation price of \$230,000 (inc. GST).

Further as the Lutheran Church subdivision only requires the western half of Jindera St to be constructed, it is the writers recommendation that if it is agreed to sell the land back to the Lutheran Church that Council allocates the funds of the sale towards the construction of eastern side of Jindera St so it can be constructed as one project.

Whilst the \$230,000 will not fund the entirety of the eastern side of the Jindera St from Pioneer Drive to the Watson St Drain, Council should consider allocating the remainder of the funds in the budget to complete this project.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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JINDERA STREET – LAND SALE [CONT'D]

It is to be noted that the construction of Jindera St as part of the development will also protect the houses in both Jindera St and Dight St from flooding (that recently occurred) as the development is required to reconstruct the levee drain currently along the western side of Jindera St further to the west behind the proposed residential blocks that will be filled to a higher level preventing flood water entering Jindera St and Dight St.

Discussion with Mr Schmidt has indicated a start on the subdivision would be later this year

Alternatively Council can sell the land on the open market and utilise funds as determined.

BUDGET IMPLICATION

Sale proceeds from the land will be an improvement to Council's Budget bottom line, however as described it is considered that these proceeds be put into the construction of Jindera St adjacent to where the land is to be sold

CONCLUSION

Council has an opportunity to obtain additional funds through the sale of excess land. It is the writers opinion that Council take up the option to sell the land back to its original owner the Lutheran Church, as they are prepared to purchase the land at current valuation price. They will then incorporate the land into a residential subdivisional development leading to a coordinated development of the land in Jindera St.

Also it is recommended that the proceeds from the sale go towards the construction of remainder of Jindera St and the additional funds be allocated in Councils budget to allow for the coordinated completion of Jindera St that will also provide flood protection to recently inundated properties in Jindera And Dight St.

RECOMMENDATION

That Council:

1. Agree to sale of 3613m² on the corner of Pioneer Drive and Jindera St to the Lutheran Church for \$230,000 (inc. GST), and
2. Council allocate the \$230,000 (inc. GST) proceeds from the sale to the construction of the eastern side of Jindera St.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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3. ASHLEY LANE, CULCAIRN

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To advise Council of a request by a landowner to maintain the access to his property and of current drainage issues that have occurred.

REFERENCE TO DELIVERY PLAN ACTION

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

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

DISCUSSION

Mr Robert Hartley contacted Council last year (through Skinner & Associates) requesting Council undertake maintenance on the “access” to his property Santana off Walbundrie Road near Culcairn . (**ANNEXURE 18**).

In response, the author advised that the access is not part of Councils Public Road Network and Council only maintains roads that are identified as part of Council’s Public Road Network that are detailed in Councils Road Strategy.

The access to Mr Hartley’s property is on a public road reserve (Named Ashley lane) however it is noted that his property is the only one to have access of this, which is fenced and gated at Walbundrie Road (**ANNEXURE 19**). Clearly previous owners of the land have considered the access part of their driveway, hence why the road was fenced and gated at Walbundrie Road.

As stated in correspondence to Mr Hartley all property access/driveways are located on public road reserves and these can measure from metres in urban areas to many kilometres in length in rural areas (**ANNEXURE 18**). Property access are the responsibility of the landowner.

As stated in the correspondence to Mr Hartley he can formally apply to Council to consider the addition of his access as part of the review of the road strategy that is due to occur shortly however it is noted that Council has never maintained this access before.

The drainage issues Mr Hartley has raised (see attached photos) was after a large rain event of which a number have occurred this year. Council staff have investigated the site and will be attending to some issues that should reduce the intensity of flooding as shown by the photo. This work will be attended to along with other flood repair work Council staff are currently completing.

BUDGET IMPLICATION

The addition of any further roads that Council will have to maintain will lead to additional recurrent expenditure.

The additional drainage work Council is planning at the entrance to Mr Hartleys property will be undertaken under Council Regional Road Program or flood funding if it meets the criteria.

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ASHLEY LANE, CULCAIRN [CONT'D]

CONCLUSION

Mr Hartley's correspondence will be considered a formal application to consider the addition of his access as part of the review of the road strategy that is due to occur later this year. However it is noted that Council has never maintained this access before.

The drainage issues Mr Hartley has raised (see attached photos) was after a large rain event that unfortunately Council has received a number of this year. Council staff have investigated the site and will be attending to some issues that should reduce the intensity of flooding as shown by the photo. This work will be attended along with other flood repair work Council staff are completing

RECOMMENDATION

That Council advise Mr Hartley:

1. That his correspondence will be considered as a formal application for Council to consider his property access to be a public road and be maintained by Council as part of the next Road Strategy Review.
2. That council will be undertaking works at the entrance to his property to minimize future flooding of his access. .

**ORDINARY MEETING OF GREATER HUME COUNCIL
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ITEMS TO BE REFERRED TO CLOSED COUNCIL

There were no items referred to Closed Council at the February 2022 meeting.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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**OFFICERS' REPORTS – PART B – TO BE RECEIVED AND NOTED
GOVERNANCE**

1. 2017/2022 DELIVERY PLAN AND 2021-2022 OPERATIONAL PLAN – REPORT AS AT 31 DECEMBER 2021

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

To ensure compliance with section 407 of the Local Government Act, 1993.

REFERENCE TO DELIVERY PLAN ACTIONS

Statutory matter.

DISCUSSION

Section 407 of the Local Government Act 1993 requires the General Manager to report to Council, within two months after the end of each quarter, regarding the extent to which the performance targets set by the Council's Delivery Plan have been achieved.

ENCLOSED SEPARATELY with the agenda is the report to 31 December 2021, detailing key actions contained in the 2017/2022 Delivery Plan and 2020/2021 Operational Plan and achievements.

The comprehensive Delivery Plan Report is available to the public at the following link:

<https://www.greaterhume.nsw.gov.au/Your-Greater-Hume-Council/Documents-and-Policies>

Despite the challenging COVID environment in which Council continues to operate and severe rainfall events in late November there has been a satisfactory level of achievement in works completed at this stage. It should be noted that some projects have not progressed due to lack of available staff or budget implications. It should be noted however that the issues mentioned above will result in some works being delayed due to lack of available staff, Contractors and additional works due to multiple unseasonal rain events.

Highlights of the first six months include:

Governance and Corporate and Community

- Annual and End of Term Reports completed
- New Delegations Register substantially completed
- EOFY audit completed and Financial Statements lodged with GHSC being the 10th council in the state to lodge
- LTFFP updated to reflect adopted 2021/2022 budget
- Actively involved in review of regional library services
- Energy Savings Action Plan completed and endorsed by Council
- Commenced relocation of Holbrook Community Garden to council owned land
- Annual Report and End of Term Report presented to Council and submitted to Office of Local Government
- 16 Children Services policies reviewed and adopted by Council
- Holbrook Community Garden Committee established as Section 355 Committee
- Henty "Meet N Greet" event held at Henty with 80 people attending
- Recruitment activities have resulted in 45 commencements in the period 1 July to 31 December 2021, mainly children services and swimming pool lifeguards

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2017/2022 DELIVERY PLAN AND 2021-2022 OPERATIONAL PLAN – REPORT AS AT 31 DECEMBER 2021 [CONT'D]

Engineering

Construction/Maintenance/Operations

- Olympic Highway Realignment at Grubben Road Rail Crossing – Complete and official opening held
- Fellow Hills Road Reconstruction – Culverts completed and roadworks commenced
- Gravel Road Resheeting Program – Continuing
- Rural Road Resealing Program - Completed
- Pioneer Drive Reconstruction – Final stage, Pech Ave to Jindera Street – Complete
- Shoulder Widening on Urana Road (MR125) between Burrumbuttock and Walbundrie – Commenced
- Extension of Holbrook Skate Park and surrounds – Complete
- Enterprise Drive subdivision substantially complete

- Urana Road, Jindera to Walbundrie Culvert and road widening – Complete
- Urban Streets Bitumen Resealing – Complete
- State Road Heavy Patching on MR284 (Tumbarumba Road) – Round 1. Complete
- Walbundrie Rest Stop and Toilet – Complete
- Lodgement of Natural Disaster Claim for November Storm event

Water & Waste Water

- Jindera Sewer Treatment Works Renewal/Upgrade (Business Case) continuing
- Black Street Reservoir Renewal/Upgrade (Business Case) – substantially complete
- GPS Rural Trunk Mains Maintenance – Continuing
- Jindera Sewerage Pumping Station – Monitoring System – Complete
- Culcairn Water Treatment Plant – Monitoring System – Complete
- Culcairn Sewerage Treatment Works – Monitoring System - commenced
- Integrated Water Cycle Management Plan – continuing

- Water Meter Readings Sep - Complete
- Jindera SPS – Monitoring System – Complete
- Culcairn WTP – Monitoring System – Complete
- Culcairn STP – Monitoring System - Complete

Traffic/Asset Management

- New GIS mapping system has gone live to all staff
- Work continuing on implementation of new Asset management System (Asset Finda)

- Funding announced for Holbrook Levee - \$4.5 Million, Construction expected in 2022/23
- Flood Study, Investigation and Design for Walla and Jindera a have been completed. Funding applications will be submitted this year for works

**ORDINARY MEETING OF GREATER HUME COUNCIL
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2017/2022 DELIVERY PLAN AND 2021-2022 OPERATIONAL PLAN – REPORT AS AT 31 DECEMBER 2021 [CONT'D]

Environment and Planning

- Participating in the development of a joint tender process for residential waste and recycling services
- Assessed Planning Proposals seeking amendments to Greater Hume Local Environment Plan 2012- Zoning and Minimum Lot Size changes for the 151 – 159 Pioneer Drive Jindera and 1037 Urana Road Jindera.
- Re-Exhibition of the Draft Jindera Residential Land Use Strategy
- Undertaken inspections for overgrown privately owned residential land throughout the Council area and issued notices requiring the removal of overgrown vegetation.
- Completed assessment for 5 MW Electricity Generating Works (Solar) and associated works 269 Back Henty Road Culcairn which was determined by the Southern Regional Planning Panel.
- Prepared the Jindera Residential Land Use Strategy for the adoption of Council.
- Re- stumped Lankey Creek Hall
- Completed assessment and approved under delegation 43 lot subdivision Yankee Crossing Road Henty
- Completed assessment and approved under delegation 7 lot subdivision Rosler Parade Henty
- Completed assessment and approved under delegation 44 lot subdivision Pioneer Drive Jindera
- Completed assessment and approved under delegation 28 lot subdivision Wlabundrie Road Culcairn
- Completed assessment and issued construction certificates for addition and alterations Henty Recreation Complex.

Given the difficult operating environment satisfactory progress has been made in all Themes during the first six months of the 2021/2022 Financial Year.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

It is Management's view that overall satisfactory progress towards the achievement of Performance Targets included in the 2017/2022 Delivery Plan and 2021/2022 Operational Plan has been achieved during the first quarter.

RECOMMENDATION

That Council receive and note the 2017/2022 Delivery Plan and 2021/2022 Operational Plan review report to 31 December 2021.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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2. HOLBROOK SPORTING COMPLEX – CONSTRUCTION UPDATE ON MULTI PURPOSE FUNCTION ROOM AND CATERING FACILITIES

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTIONS

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

DISCUSSION

Since the report to the October meeting significant progress has been achieved with the Holbrook Sporting Complex Project however late last year and early this years supply chain issues and COVID has presented significant challenges to the Contractor, Gilchrist Property Group.

The following is an update of building progress:

Completed or substantially complete

- *Asbestos removal
- *Site works, excavation and removal of external pavements
- *Concrete
- *Blockwork
- *Steel work

The following have been substantially commenced

- *Plumbing and hydraulic services - 50%
- *Carpentry - 65%
- *Metal roofing, siding and plumbing - 75%
- *Door and door furniture - 50%

**ORDINARY MEETING OF GREATER HUME COUNCIL
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HOLBROOK SPORTING COMPLEX – CONSTRUCTION UPDATE ON MULTI PURPOSE
FUNCTION ROOM AND CATERING FACILITIES [CONT'D]



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

Note that the total project expenditure has increased slightly since the last report however some provisional items have, or are likely to increase in cost given it is now over 12 months since tenders were called.

This has been the case with coolrooms for the kitchen and bar which has resulted in an additional cost \$15,492. This additional cost has been funded by the Holbrook Sporting Complex Board. It is anticipated that the stainless steel benches will also be in excess of the allowance in the tender documents which will increase the overall project cost along seating in the home change rooms which was not included in the original tender documents.

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

Table 2

Cost Item	\$	Revised cost 1/10/2021	Revised cost 1/02/2022	Variance	Comments
Preparation of Plans, specifications and other tender documentation	62,000	71,164	72,610	- 1,446	Multiple changes to plans to reduce build cost and to accommodate requests from Holbrook Sporting Complex Board
Electrical Upgrade	50,000	65,238	65,238	- 0	Includes establishment of electrical connection for building works
Accepted tender - Gilchrist Property Group (exc. Provisional items and contingency)	1,725,756	1,725,756	1,725,756	-	
Provisional items	82,000	82,000	82,000	-	Additional costs of \$9,886 in final changes to kitchen layout, sink in medical room room etc. Offset by savings in catering appliances
Additional costs for Coolrooms (PC Item)			15,492		This costs will be funded from the Holbrook Sporting Complex
Contingency	20,000	70,306	73,337	- 3,031	Includes keying locks to Council system - \$1,412.20 Upgrade of fascia gutter - \$1,619.20
Estimated total cost of project	1,939,756	2,014,464	2,034,433	- 4,478	
Funding available					
Australian Government - Building Better Regions		700,000	700,000		
NSW State Government - Female Friendly Facilities		400,000	400,000		
Bushfire Community Resilience and Recovery Fund		60,000	60,000		
Riverina Water County Council		15,000	15,000		
NSW AFL		124,777	124,777		Will not be received in full. Holbrook Sporting Complex Board to make up the shortfall or obtain other grant funding. An funding application has been submitted for \$50,000
Holbrook Australian Rules Football Club		90,000	90,000		
Holbrook Sporting Complex Board		65,000	65,000		Community Fundraising
Holbrook Sporting Complex Board - additional contribution Coolrooms			15,492		
Greater Hume Council - Funds from the sale of the Holbrook Hostel		249,000	249,000		
Greater Hume Council - Holbrook Caravan Park Reserve		250,640	250,640		
Total funding as at 1 February 2022		1,954,417	1,969,909		
Project over expenditure as at 1 February 2022		60,047	64,524		

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

- Windows completed
- External cladding
- Insulation
- Plastering (mid February)
- Complete services rough-in and in-grounds

The Contractors are working diligently, overlapping trades where practicable to meet a mid-end of April completion timeline.

BUDGET IMPLICATIONS

Whilst there has been some deterioration of the financial position of the project. it has stabilised following the significant additional cost of the ground stabilisation. On site works are progressing despite supply chain and COVID issues.

CONCLUSION

The Multi-Purpose Function Room and Catering Facilities Project remains a very challenging project however ever effort is being made to complete the project within a reasonable time and cost.

RECOMMENDATION

That the report be received and noted.

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CORPORATE AND COMMUNITY SERVICES

1. COMBINED INVESTMENT REPORT – MONTH ENDED 31 JANUARY 2022

Report prepared by Accounting Officer – Camilla Webb

REASON FOR REPORT

This report presents to Council details of all funds invested as at 31 January 2022 as required by the Local Government (General) Regulation 2021.

REFERENCE TO DELIVERY PLAN ACTION

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

DISCUSSION

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

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

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

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COMBINED INVESTMENT REPORT – MONTH ENDED 31 JANUARY 2022 [CONT'D]

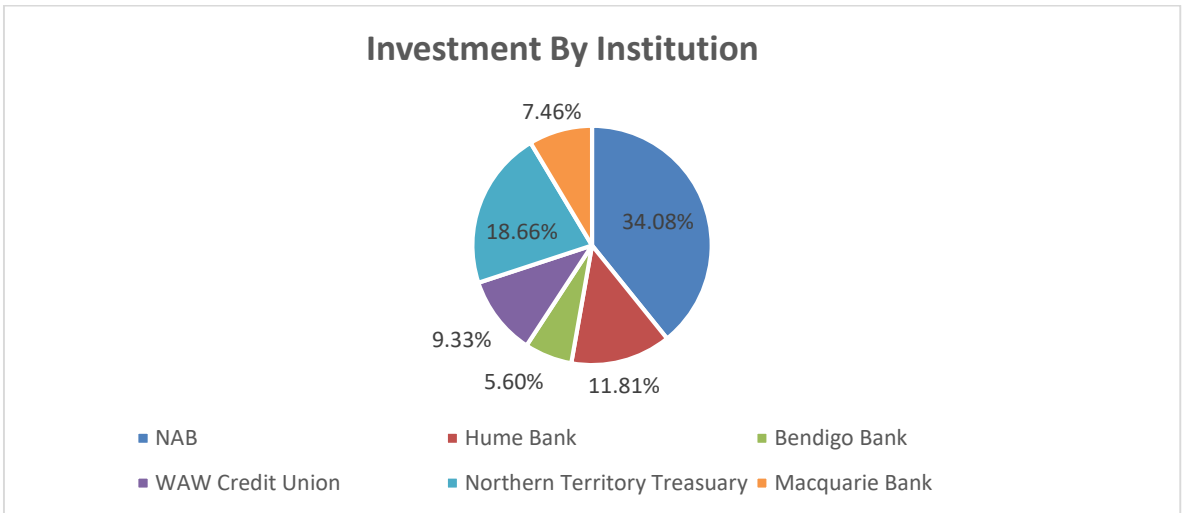
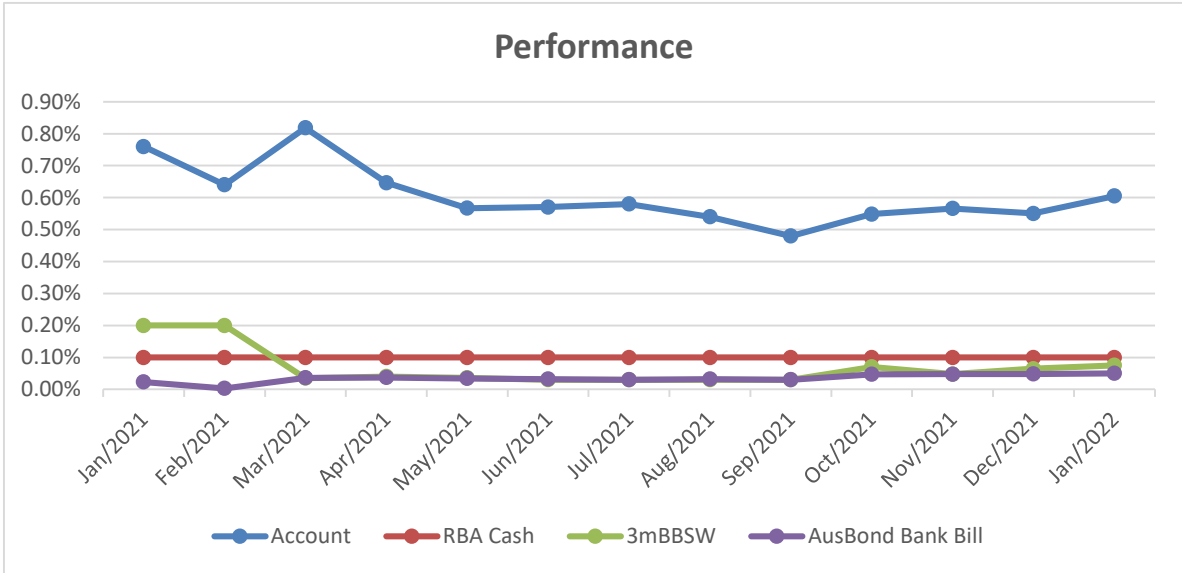
Greater Hume's overall investment portfolio

Total Cost	\$26,796,847.50
Total Portfolio Value	\$26,874,862.09
Weighted Average Term (days)	390
Weighted Average Yield	0.6 %
Total Monthly Accrued Interest	\$12,640.50
Total Interest Received this month	\$4,239.87
Interest Payments this month	4
Matured Investments this month	4
Total Funds Matured this month	\$2,000,000.00
New Investments this month	4
Total Funds Invested this month	\$2,500,000.00

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COMBINED INVESTMENT REPORT – MONTH ENDED 31 JANUARY 2022 [CONT'D]

Note: The Reserve Bank of Australia reduced the cash rate to .01% on 3 November 2020.



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COMBINED INVESTMENT REPORT – MONTH ENDED 31 JANUARY 2022 [CONT'D]

Investment Register

ADI/Security Name	Maturity Date	Amount	Long Term Rating	Term in Days	Yield
Macquarie Bank	2/02/2022	\$44,412	A-1	182	0.40%
Macquarie Bank	16/02/2022	\$44,405	A-1	203	0.40%
NAB	18/02/2022	\$44,426	A-1+	184	0.27%
NAB	27/02/2022	\$44,435	A-1+	184	0.28%
Hume Bank	1/03/2022	\$44,256	NR	365	0.50%
WAW Credit Union	13/03/2022	\$44,452	NR	181	0.40%
Hume Bank	13/03/2022	\$44,452	NR	181	0.25%
NAB	15/03/2022	\$44,454	A-1+	181	0.26%
Hume Bank	17/03/2022	\$44,364	NR	273	0.30%
Hume Bank	17/03/2022	\$44,364	NR	273	0.30%
Hume Bank	19/03/2022	\$44,369	NR	270	0.30%
AMP Bank	21/04/2022	\$44,307	A-2	365	0.70%
WAW Credit Union	11/05/2022	\$44,327	NR	365	0.75%
Hume Bank	16/05/2022	\$44,333	NR	364	0.40%
Bendigo And Adelaide Bank	16/05/2022	\$44,484	A-2	213	0.35%
Macquarie Bank	24/05/2022	\$44,433	A-1	272	0.40%
AMP Bank	14/06/2022	\$44,510	A-2	216	0.85%
WAW Credit Union	16/06/2022	\$44,363	NR	365	0.75%
WAW Credit Union	16/06/2022	\$44,363	NR	365	0.75%
Hume Bank	17/06/2022	\$44,364	NR	365	0.40%
Hume Bank	17/06/2022	\$44,364	NR	365	0.40%
Hume Bank	30/06/2022	\$44,377	NR	365	0.35%
WAW Credit Union	8/07/2022	\$44,385	NR	365	0.75%
NAB	20/07/2022	\$44,491	A-1+	271	0.35%
NAB	29/08/2022	\$44,437	A-1+	365	0.35%
AMP Bank	27/09/2022	\$44,467	A-2	364	0.80%
Macquarie Bank	17/10/2022	\$44,468	A-1	365	0.40%
Bendigo And Adelaide Bank	20/10/2022	\$44,580	A-2	271	0.55%
AMP Bank	14/12/2022	\$44,489	A-2	365	0.80%
NAB	12/01/2023	\$44,544	A-1+	365	0.61%
Bendigo And Adelaide Bank	19/01/2023	\$44,573	A-2	365	0.65%
NAB	13/09/2023	\$44,580	A-1+	365	0.73%
NAB	13/09/2023	\$44,455	A-1+	727	0.60%
Northern Territory Treasury Corp	15/06/2025	\$44,575	NR	1248	1.40%
Northern Territory Treasury Corp	16/06/2025	\$44,343	NR	1481	1.10%
Northern Territory Treasury Corp	15/06/2026	\$44,301	NR	1887	1.30%
NAB		\$44,592	A-1+	1	0.10%

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COMBINED INVESTMENT REPORT – MONTH ENDED 31 JANUARY 2022 [CONT'D]

Declaration

I, Dean Hart, as the Responsible Accounting Officer of Greater Hume Shire Council, hereby certify the investments listed in the attached reports have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulations 2021 and Council's Investment Policy.

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

CONCLUSION

On 31 January 2022, the 2021/22 Financial Year investment return amounted to \$26,874,862.09.

RECOMMENDATION

That Council receives and notes the Investment Balances Report for the month of January 2022

**ORDINARY MEETING OF GREATER HUME COUNCIL
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PART C - ITEMS FOR INFORMATION

GOVERNANCE

1. WORKSHOP/BRIEFING SESSION SCHEDULE 2022

REASON FOR REPORT

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

DISCUSSION

The current session dates are outlined in the table below.

Workshop/Briefing Session date commencing at 5.45pm	Topic
Friday, 7 January 2022	Induction
Monday 7 February 2022	Community Strategic Plan
Wednesday, 9 February 2022	Preliminary Roads Workshop
Wednesday, 23 February 2022	Preliminary Budget Workshop
Friday, 4 March 2022	Shire Works and Roads Tour
Wednesday, 23 March 2022	Final Roads Workshop
Wednesday, 6 April 2022	Final Budget Workshop

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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2. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

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

DISCUSSION

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

22-01 Local Government Code of Accounting Practice and Financial Reporting 2021-22

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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3. LOCAL GOVERNMENT NEW SOUTH WALES (LGNSW) – WEEKLY CIRCULARS

REASON FOR REPORT

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

DISCUSSION

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

4. TOURISM AND PROMOTIONS OFFICER'S REPORT

Report by Tourism and Promotions Officer – Kerrie Wise

REASON FOR REPORT

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

DISCUSSION

The report on projects being undertaken by the Tourism and Promotions Officer is attached at **ANNEXURE 20**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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5. NSW GROWING REGIONS OF WELCOME PILOT PROGRAM

Report prepared by Economic Development Coordinator – Marg Killalea

REASON FOR REPORT

This report is to brief Council regarding a research project which has commenced that seeks to understand current community attitudes and community preparedness to welcome newcomers as well as to determine available services and employment opportunities across the Greater Hume region.

REFERENCE TO DELIVERY PLAN ACTION

Objective	We are revitalising our communities, welcoming visitors, growing our economy and promoting the lifestyle, culture and heritage offered in our communities
Outcome 3.2	Our towns and villages are revitalised

DISCUSSION

This research is part of Multicultural NSW's Growing Regions of Welcome (NSW GROW) Pilot, a three-year program that works with local communities to attract migrants and refugees to resettle in regional NSW. The focus is on people living in western Sydney with the skills and aspirations to move to the Murray and Riverina regions for employment and lifestyle opportunities.

The overall aim is to provide migrants and refugees with the information and support they need to relocate to the regions, and support communities in the Murray and Riverina to welcome newcomers and help them to thrive in the long-term.

As part of NSW GROW, Welcoming Australia is coordinating a survey and supporting research in the Greater Hume region in collaboration with Greater Hume Council. The research will help our communities to better understand how ready they are to welcome people from migrant and refugee backgrounds. Local Facilitator, Deborah Atkins has been appointed to undertake research across our local government area during February and March 2022.

In addition to publicising the survey, Deborah will meet with residents, community group representatives, local businesses and other key stakeholders to get their input and views.

Residents are encouraged to share their views via a confidential survey which forms part of the overall project. The survey takes only a few minutes and can be completed on a smartphone, tablet or personal computer by following this link: <https://welcomingaustralia.typeform.com/attitudes>

For more information about NSW GROW and how that program is rolling out in the Murray region, contact Esiteli Nyirarukundo, the NSW GROW Murray Backbone Coordinator at enyirarukundo@redcross.org.au

BUDGET IMPLICATION

Grant funding of \$10,000 has been provided by Multicultural NSW to undertake the research project across the Greater Hume region.

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NSW GROWING REGIONS OF WELCOME PILOT PROGRAM [CONT'D]

CONCLUSION

Greater Hume Council is confident that stakeholders and the community will be supportive of the research project and engage with the Local Facilitator.

RECOMMENDATION

That the report be received and noted.

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CORPORATE AND COMMUNITY SERVICES

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

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

2. **STATEMENTS OF BANK BALANCES AS AT 31 JANUARY 2022**

The statement of bank balances as at 31 January 2022 is attached at **ANNEXURE 21**.

ENGINEERING

1. **JANUARY 2022 - REPORT OF WORKS**

Grants Program

State Roads Maintenance (RMCC)

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

Round One of Heavy Patching in MR284 has been completed.

Regional Roads

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

Line marking and audio tactile markers to be installed on Urana Road (MR125) as part of the Safer Roads Program.

Local Roads

Sealed

General maintenance on local roads is continuing.

Road reconstruction of 4km on Fellow Hills Road, starting at Coach Road is continuing.

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JANUARY 2022 – REPORT OF WORKS [CONT'D]

Unsealed:

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

Back Brocklesby Road Benambra Road Bonnie Springs Road Bowlers Road Granite Hill Road Hoffmanns Road Jelbart Road	Jobsons Road Murphys Road Narrabilla Road River Road Sawyer Road Wongadel Road
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Repair work has commenced on roads that were damaged during the heavy rainfall event in November.

Urban Streets:

General maintenance of urban streets is continuing.

General:

General maintenance of public toilets and parks is continuing.

Further heavy rainfall events in January has also caused substantial damage to numerous local roads and urban streets. A Notice of Assessment for declaration of disaster in Greater Hume has been sent to Resilience NSW for assistance under disaster funding. This has now been accepted and the Events have been declared.

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JANUARY 2022 – REPORT OF WORKS [CONT'D]

Monthly Works Maintenance Expenditure:

Local Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Urban Roads Maintenance	\$240,604	\$140,352	\$157,670	-\$17,318	\$23,036.21 incurred from weather events - see note below
Urban Roads Town Maintenance	\$210,000	\$122,500	\$165,036	-\$42,536	Additional cleanup required from weather events
Rural Roads Sealed	\$800,000	\$466,667	\$596,664	-\$129,998	\$121,588.68 incurred from weather events - see note below
Rural Roads Unsealed	\$1,154,289	\$673,335	\$895,824	-\$222,489	\$85,573.93 incurred from weather events - see note below. Crews will undertake gravel resheeting works as the weather conditions improve.
Street Tree Maintenance	\$252,335	\$147,195	\$139,983	\$7,212	

NOTE : Application for Natural Disaster submitted and declared for significant weather events December/January. Awaiting acceptance of funding. Council's contribution is included in these figures.

Regional Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Regional Roads Maintenance	\$826,239	\$481,973	\$459,228	\$22,744	

Sportsgrounds, Parks & Public Toilets	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Sportsground Maintenance	\$323,220	\$188,545	\$266,713	-\$78,168	Review of Sportsground Oval Maintenance works currently being undertaken. A separate report will be detailed for Council's information.
Parks & Gardens Maintenance	\$347,180	\$202,522	\$188,004	\$14,517	
Public Toilets Maintenance	\$177,216	\$103,376	\$120,055	-\$16,679	Additional cleaning of public toilets due to COVID
NB : Sportsground Maintenance excludes annual GHC contribution payment					

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF DECEMBER 2021 AND JANUARY 2022

The schedule of development applications processed for the month of December 2021 and January 2022 is attached at **ANNEXURE 22**.

2. RANGER'S REPORT – JANUARY 2022

COMPANION ANIMALS

No. of Complaints Received 24		Including: 8 barking dogs, 11 roaming dogs, 2 dealing with an aggressive dog, nuisance dog, 1 menacing and dangerous dog compliance checks	
No. of dog attacks:	2	Location: Jindera	Unknown dog/s attacked goats medical treatment was required for goats. Investigation continuing.
		Gerogery West	Child bitten on private property by family member's dog. Investigation with Police continuing.
Comments:			
		Dogs	Cats
In Council's Facility at Beginning of Month			
Captured & Returned to Owners		6	
Captured & Impounded		9	3
Released from Pound to Owners		7	
Surrendered by Owners			
Rehomed		1	3
Euthanased			
Remaining in Council's Facility at End of Month			1

FERAL CATS

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

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RANGERS REPORT – JANUARY 2022 [CONT'D]

LIVESTOCK

	Cattle	Sheep	Horse	Goats	Other Alpacas
No. of Reports of Stock on Roads	7	7	2	1	
Instances - Returned to owners	6	7	1	1	
Impounded	1		1		
Vehicle accidents involving stock					

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

Walbundrie, Gerogery, Woomargama and Walla– 4 injured kangaroos euthanized.

ABANDONED VEHICLES

8 vehicles currently impounded.

1 Impounded burnt out at Morven.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted. 12 Complaints received. 9 Notices of Proposed Orders issued. 4 Orders issued.
Pollution: Noise	Jindera – Barking warning and ongoing monitoring. Walla Walla - Barking warning and ongoing monitoring Holbrook – Barking issues ongoing monitoring. Culcairn – Rooster noise completed. Holbrook – Truck noise in semi residential area. Culcairn – Truck noise in residential area. Walla – Truck noise in residential area.
Pollution: Waste	Gerogery West – 3 mattresses dumped and household rubbish dumped. Collected by Rangers. Burrumbuttock – household whitegoods dumped, Rangers collected. Jindera – dumped tyres two different locations, Rangers collected. Alma Park – tyres dumped on private property, Council & EPA investigating.

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RANGERS REPORT – JANUARY 2022 [CONT'D]

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

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

OTHER WORKS CONDUCTED

- 63 CRM's for the month of January.
- RID online (Report Illegal Dumping online) updating with data entry.
- Holbrook, Culcairn and Jindera landfill site works, landfill water pump and refuelling conducted.
- Noise monitoring Jindera, Culcairn and Walla Walla barking dogs and roosters.
- Assist RSPCA with companion animal and stock welfare issues.
- Companion animal's data entry.
- Court Attendance Notice – hoarder Jindera ongoing issue.
- Footpath parking issues Holbrook.
- Heavy vehicle parking issues Holbrook, Culcairn and Walla.
- Surface water issues in Jindera.
- Follow up – Orders untidy properties vehicles at Henty, Little Billabong and Gerogery.
- Removal of illegal advertising signs – Jindera.
- Illegal dumping Gerogery West, Burrumbuttock, Jindera and Alma Park.
- Ducks at pools Culcairn, Holbrook and Jindera.
- Building asbestos inspections all Council buildings.
- Assist with pool maintenance.

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PART D

There were no items in Part D for the February 2022 meeting.