



VendorPanel is for Tradies, Contractors and Suppliers

Drop In Sessions to help you get registered

Vendorpanel is an online procurement process which allows councils to streamline procurement of goods and services.

Greater Hume Council uses VendorPanel to manage all quotations and local preferred suppliers.

Council staff can help get you onto VendorPanel. Drop in sessions are being held at:

<p>Holbrook Library Wednesday, 26 June 4.00pm – 8.30pm</p>	<p>Culcairn Library Wednesday, 3 July 4.00pm – 8.30pm</p>	<p>Jindera Community Hub Wed, 10 July 4.00pm – 8.30pm</p>
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Questions - contact Susan Shanahan, at Greater Hume Council T 02 6036 0100

To book <https://bit.ly/2woLaK5>

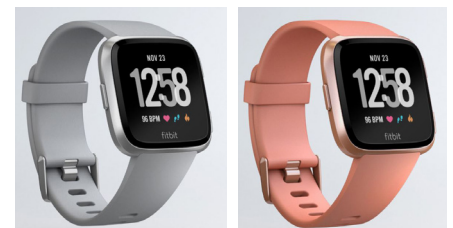
Working on your social media strategy?

You can participate in a **free** webinar on Wednesday, 5 June 10am to 11am.

To join the webinar contact **BEC Business Advice T 6024 0400.**



BEC Business Advice
SOUTH & WEST NSW



2019 Business Survey – coming soon

Soon Greater Hume will undertake the **2019 Business Survey** to understand the current and future needs of local businesses.

Its coming in the mail, along with a copy of the latest Greater Hume Buy Local Business Directory.

Make sure you complete your business details on the survey to be eligible to win 1 of 2 FITBits

highlights:



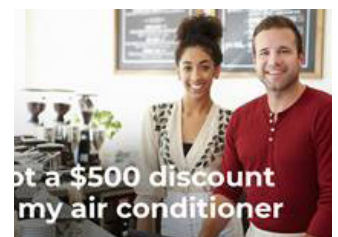
Refugee Migrant Jobs Expo
We were there!



Work On Your Business
Update on training program



Easy To Do Business
Service NSW



Lighting & Air Con Upgrades
Upgrade now and save

Employment Expo for Migrant and Refugee Job Seekers

Greater Hume Council and the Walla Walla Refugee Resettlement Committee attended the Pathways To Employment Jobs Expo held on 15 May in western Sydney.

Multicultural NSW, NSW Department of Premier and Cabinet, Regional Development Australia (RDA Riverina) and other government stakeholder agencies attended the expo. The event was targeted to migrant and refugees who were seeking employment opportunities and jobs skills.

Greater Hume was one of three regional councils invited to attend to present jobs and settlement information to people who live in Sydney's west. This provided 'touch point' for migrants and refugees to be exposed to what regional and rural councils have to offer, jobs and to learn that regional NSW offers a great lifestyle.

Having a presence at the event enabled Greater Hume Council to tell its story. Information about living in Greater Hume was shared with attendees, including rental and housing affordability and home ownership messages as well as current

employment vacancies across the local government area. The Greater Hume stand was kept busy with new job seekers wanting to talk and engage and learn about what jobs were available in a regional setting.

The Greater Hume stand was represented by Daniel Nadebaum (PNJ Sheds and Chair of Walla Walla Refugee Resettlement Committee), Geoff Dunlop and Marg Killalea, Council Officer.

Since the expo, Council has received several CV's for job seekers and these have been distributed. Engagement with previously unknown stakeholders has flowed since attending the event.

Learnings from the event have been collated and will be used to help plan engagement for similar forums into the future.

refugees + jobs



^ Daniel Nadebaum talking to job seekers at the expo



^ Daniel Nadebaum, Mahir Momand and Emmanuel Musoni from Regional Opportunities Australia

Free Advisory visits by SafeWork NSW

SafeWork NSW offers free advice and support to help businesses, industry and workers maintain a safe workplace and meet their health and safety responsibilities. Apply for a \$500 rebate to help you improve health and safety. You can request a free advisory visit. Call 13 10 50 for advice or workplace assistance.

Kellie Watson, Jindera Garden Supplies - "The SafeWork NSW officer was very friendly when he came and organising the visit was easy. He was helpful and gave us really good advice and provided ideas on traffic flow and signage.

www.safework.nsw.gov.au Email contact@safework.nsw.gov.au
Phone: 13 10 50



^ Jim Watson and son David, Jindera Garden Supplies, 1 Jarick Way, Jindera Industrial Estate

Have an ABN ?

you are entitled to **four hours of free advice** through the Australian Government under the Australian Small Business Advisory Services (ASBAS) Digital Solutions program.

Digital Solutions

BEC Business Advice Digital Solutions team have advisors who are experienced in websites, social media, marketing and software to mention a few.

Any business who possesses an ABN, is entitled to **four hours of free advice**, subsidised by the Australian Government

under the Australian Small Business Advisory Services (ASBAS) Digital Solutions program.

To access the program contact Michael Douglass
Digital Advisor
M: 0401 924 444

Work On Your Business

The Work On Your Business training series was designed to appeal to business operators who were wanting to work on their business (as distinct from working in the business). The concept was promoted to the Greater Hume business database and ran over three sessions in April and May. The training series was fully sponsored by Greater Hume Council.

The theme throughout was for business operators to consider and embrace making changes small or major in their existing businesses. Module 1 – what makes a successful business – identifying opportunities for improvement. Module 2 – branding and marketing. Module 3 – creating an operations manual for your business.


Participants could access one-on-one appointments of one hour duration to further refine their business strategies.

A total of 16 businesses registered with 12 businesses completing all three modules.

An exit poll was conducted on 21 May at the final session utilising the Slido app, 88% very satisfied and 12% satisfied, with positive anecdotal feedback about the program since via emails.

Participants also contributed ideas for future training programs.




Operations Manual

An Operations Manual is an essential tool to enable businesses to grow beyond the reach of the owner/operator/founder. By creating the 'dummies guide' to everything you do, you will be more readily able to employ people and scale your business so you can focus on working 'on' your business rather than 'in' your business.

An operations manual is an authoritative guidebook of how things are done in your business. It gives you an effective way of communicating policy and procedures, and gives your employees the independence and security they need to operate in their jobs for maximum results.

An operations manual also makes your business scalable and a more valuable proposition if you intend to grow, franchise or sell it in the future.



Council engaged Vickie Burkinshaw, Chief Changemaker of Purple Pyjamas to provide the training.

Vickie is Chief Changemaker of Purple Pyjamas, a consulting firm that helps people and organisations achieve positive change. Vickie is passionate about helping people build sustainable enterprises and earn money while they sleep.

Vickie has worked with hundreds of start-ups, established businesses and big corporates to support their growth and manage change.

Single Touch Payroll – does it affect your business ?

Single Touch Payroll (STP) is a new way for employers to report payroll superannuation and taxation information to the Australian Taxation Office (ATO).

Some businesses will already be using software (such as payroll or accounting software) that can handle this new way of reporting to the ATO, so the reporting will occur through this software each time you run your payroll to pay your employees.

The information is sent to the ATO either directly from your software, or through a third party – such as a sending service provider.

Some businesses have not used payroll software before. There are no-cost and low-cost solutions available if you are one of those businesses who employ staff, but to date have never used payroll software.

A number of no-cost or low-cost Single Touch Payroll (less than an \$10 per month) will be available in the 2018-19 financial year for micro employers (four or less employees).

Want more information visit ATO website <https://www.ato.gov.au/Business/Single-Touch-Payroll/About-Single-Touch-Payroll/>

A number of no-cost or low-cost Single Touch Payroll (less than an \$10 per month) will be available in the 2018-19 financial year for micro employers (four or less employees).



Service NSW

Making business easier

Easier To Do Business

Opening and running a café, small bar or restaurant just got easier!

Supporting and growing our local business economy is a priority for Council. We are delighted to partner with Service NSW and the Office of the NSW Small Business Commissioner to launch Easy to do Business in Greater Hume.

Through one online portal you will receive step-by-step guidance and support across local, state and federal government requirements, to open and grow your business. Easy to do Business is free of charge and gives you peace of mind by letting you know upfront the time and effort involved.

Mayor Cr Heather Wilton says, "A thriving economy and creating more local jobs is so important to Council. We understand the difficulty, hurdles and red tape that people go through just to get a business up and running, which is why we are excited to launch Easy to do Business here in Greater Hume. This program is not only free of charge, it lives up to its name."

With streamlined forms and one phone number to remove complexity when opening a café, small bar or restaurant, you can spend less time on paperwork and more time on your business.

And, for added assurance, you will be

supported by a dedicated personal Business Concierge through the process.

Easy to do Business has already reduced the time it takes to open a café, small bar or restaurant making it faster to set up your business.

With new industries such as housing construction and retail being added in the future, we are looking forward to more ways to make it easier for you to do business in Greater Hume.

"Greater Hume Council is delighted to be able to continue our support of local business by joining this program. We encourage anyone interested in opening a café, small bar or restaurant to take advantage of this service," adds Mayor Wilton.

For more info
mybusiness.service.nsw.gov.au

Small Business Friendly Councils Inaugural Conference held 16 - 17 May 2019 in Sydney.

The Inaugural Conference was held 16 - 17 May 2019 in Sydney, attended by Greater Hume Council's representative, Marg Killalea.

Program highlights (for Marg)

- Regional economies - Dr Kim Houghton, Regional Australia Institute
- Elvis Festival the story- Parkes Shire Council
- Bring flavour to Bland Shire Council - Ray Smith General Manager
- Northern Rivers floods - Troy Green General Manager Tweed Shire Council
- Behavioural insights - how customer centric thinking can help your organisation - Dept Premier & Cabinet

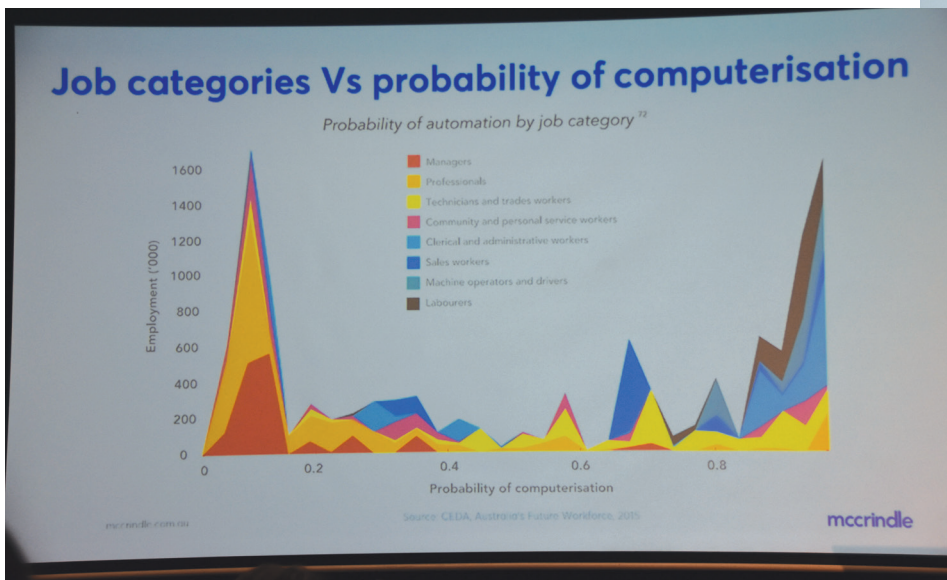
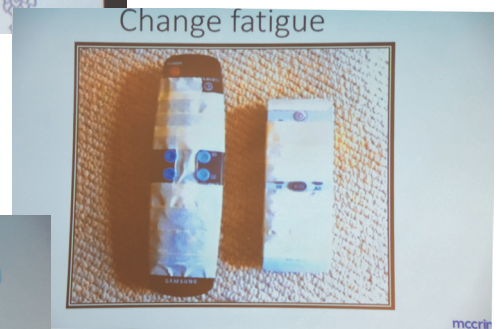
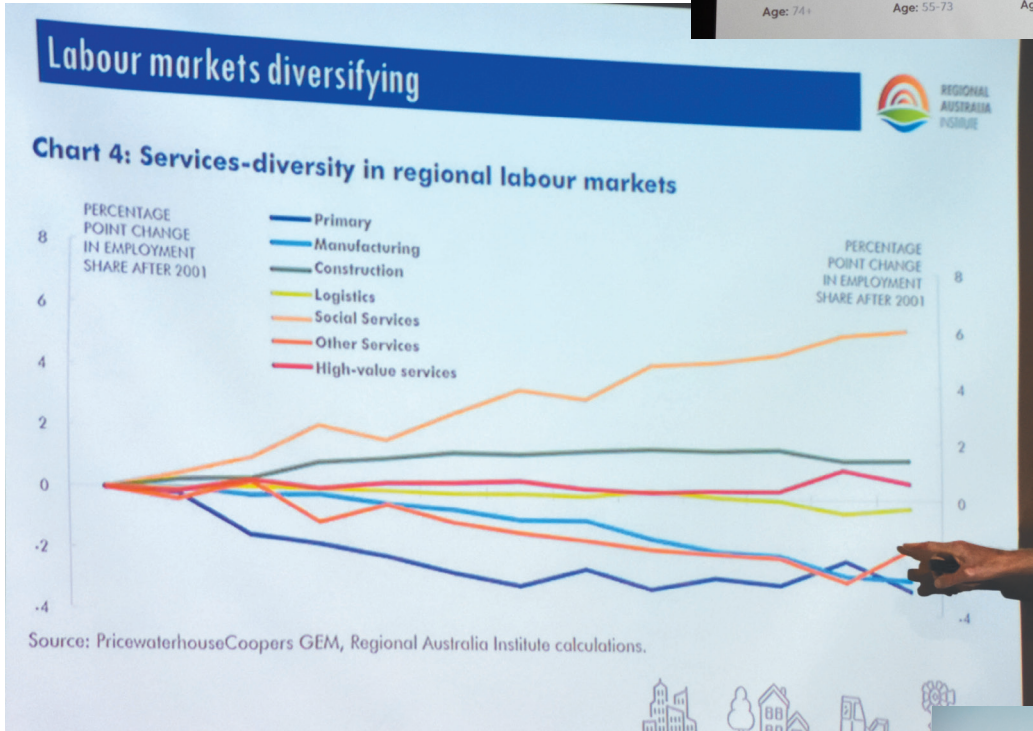
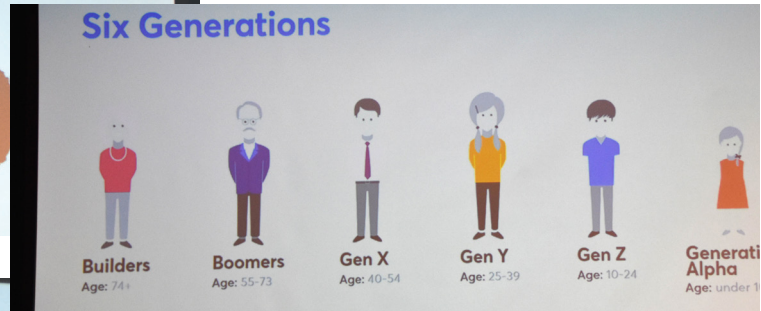


^ From left: the Hon. Damien Tudehope, Minister for Finance and Small Business, Marg Killalea Greater Hume Council and the Hon. Victor Dominello, Minister for Customer Service.



^ Conference attendees at the Inaugural Small Business Friendly Councils Conference, 16-17 May 2019

Some interesting slides from the conference



Council's new website

Hint 1

Lodging a Customer Request - allows residents and the public to lodge a customer request. Go to Contact Us tab on the homepage, click on 'Lodge a Customer Request', complete the fields (some fields are compulsory) and upload photos or documents (up to 10mb in total), click on SUBMIT BUTTON (may take 2 to 5 minutes), a copy of your request will be emailed to you.

Hint 2

Predictive Search (the website predicts what you may be looking for) - predictive search displays page and file name results based on the first 3 characters typed. Go to the Search Button (top right hand), start to type what you are searching, click on a suggested search result link from the predictive list, or click the search button to display a full list of results eg type in "min", see what comes up, then type in "minu" and you should get much more detail. HINT, DON'T enter only TWO CHARACTERS it won't work, it is not that predictive.

Hint 3

Searching Council Agendas and Minutes - when searching for a topic presented at a Council meeting, go to the Council Meetings page. To the right is Search Minutes & Agendas, enter a word or phrase eg skate parks - Council Meeting dates relating to this topic will appear, from the top in order of appearance, click on the date, any reference to skate parks during that meeting will appear (sometimes the word "park" may also appear). If it is not the reference you are looking for, go to the next Council Meeting date and so on, until you have found the reference.

Try out the new website *we welcome your comments to*
E: website@greaterhume.nsw.gov.au

greaterhume.nsw.gov.au

Industrial land for sale



Council's new industrial estate at Jindera offers fully serviced allotments. Services include water, sewer and electricity with natural gas infrastructure nearby. Prices are from \$20 per sqm (exc GST).

The Holbrook Industrial Estate is located close to on/off ramps for quick access to the Hume Freeway. Services include water, sewer and electricity with natural gas infrastructure nearby. Prices are from \$17 per sqm (exc GST).

Enquiries: Steven Pinnuck or Marg Killalea T: 6036 0100.

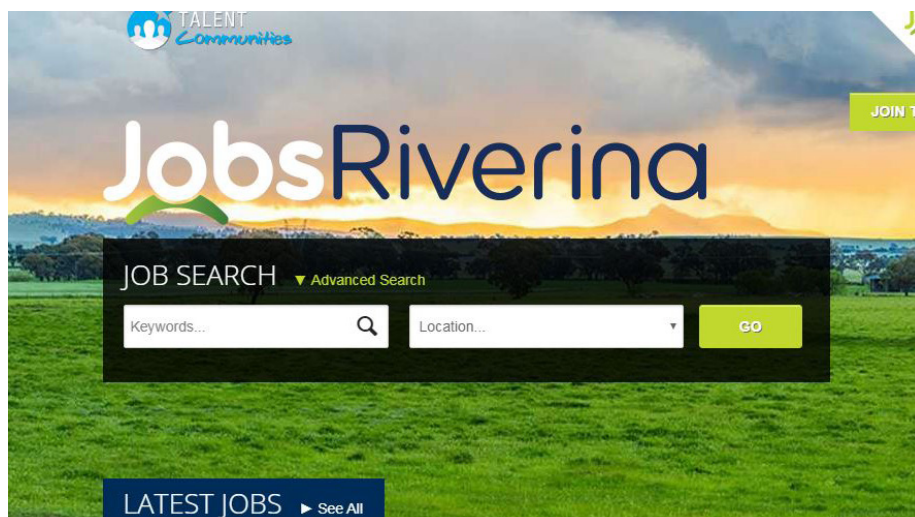
Post job vacancies to Jobs Riverina

Are you a local business looking for new staff?

Your job vacancies can be posted to jobsriverina.com.au at no cost.

Jobs Riverina is an initiative of Regional Development Australia Riverina.

RDA's mission is to help local businesses grow by assisting them to find the staff they need to grow their business as well as to attract new business to the region, so that more people can live, work and play in our beautiful part of the world.



<https://www.jobsriverina.com.au>



Manufacturing efficiency funding

Round 1 – open now

Cut thousands from your energy bills.

The NSW Government is offering over \$16 million in funding to help manufacturing businesses save energy and money.

The first round of funding closes 5pm 30 June 2019.

Note, you don't have to wait until closing - applications will be assessed upon receipt, and funding awarded accordingly.

Manufacturers can apply for up to \$120,000 in matched funding per manufacturing site to:

- upgrade energy monitoring systems
- replace or retrofit old, inefficient equipment
- install new energy efficient equipment
- improve manufacturing processes.

For more info and to register visit energysaver.nsw.gov.au/manufacturing



Lighting and air conditioner upgrades – save \$\$\$ now

What's available?

The NSW Government has launched a lighting upgrade offer for small businesses.

The purpose of the offer is to help eligible small businesses replace old lights with new LED lights. The cost of the LED lights and the fee for installation is subsidised.

How will this program help households and small businesses save on their energy bills?

Lighting

If a household replaces 20 halogen downlights, they could save up to \$210 off their bills every year

If a small business replaces 50 halogen downlights, they could save up to \$2300 of their bills every year

To upgrade your lights and save, visit

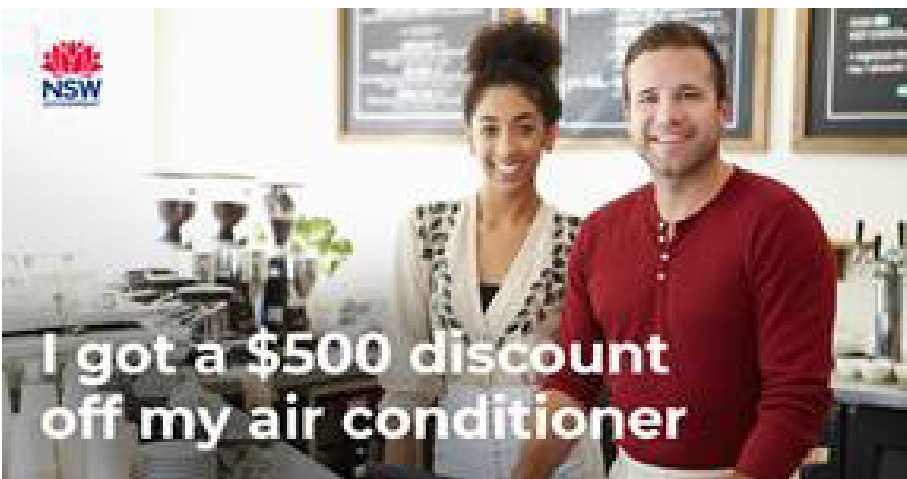
<https://bit.ly/2XbNT5h>

Air conditioning

For a limited time, the NSW Government is offering small businesses a discount on installing an air conditioner with a high star rating.

- Households and small businesses can get a \$200, \$500 or \$1000 discount off the purchase and installation cost (depending on unit size)
- Households and small businesses could save up to \$675 over 10 years by installing an efficient 4-star air conditioner instead of an inefficient 2-star air conditioner.

<https://bit.ly/2HHXOdN>





Get the latest economic stats

Council subscribes to the REMPLAN Economic Profile for Greater Hume Council area, with free public access a feature.

It's our local economy at a glance. Get headline stats on local population, employment, output, tourism and gross regional product (GRP).

From this page explore and understand our local economy in terms industry contributions, the role of tourism, workforce characteristics and trends.

You can compare our local government area's stats to the Riverina region, NSW and Australia. To view the profile <https://bit.ly/2UeBXy5>

The Australian Financial Complaints Authority is open and here to assist small businesses



The Australian Financial Complaints Authority (AFCA) is an independent, not-for-profit, non-government organisation. AFCA helps individuals and small businesses resolve complaints about financial products and services.

The service is fair, free and independent. So it's a free service for small businesses and consumers to access.

AFCA replaces the Financial Ombudsman Service, the Credit and Investments Ombudsman and the Superannuation Complaints Tribunal.

AFCA's capacity to deal with small business complaints is significantly greater than predecessor schemes.

For AFCA to consider your complaint, the financial firm must be a member of our organisation.

We define a small business as having fewer than 100 employees (an increase from 20 employees), and we can consider

complaints about small business credit facilities up to \$5 million (previously \$2 million).

What types of small business complaints can AFCA consider?

AFCA can consider a broad range of financial problems including:

- errors in banking transactions and credit listings
- difficulty repaying loans, credit cards and short-term finance where your financial position has changed
- mistakes in guarantor arrangements
- errors in leasing contracts
- inappropriate provision of credit
- denial of an insurance claim (such as car, building and travel)
- mistaken internet payments
- inappropriate investment advice.

Contact AFCA on 1800 931 678

afca.org.au

What is the PPSR ?

Personal Property Securities Register

Every day you may be putting your business at risk when buying, selling, leasing or hiring out goods, or selling valuable goods on consignment. Do the goods you are buying have money owing on them?

Will you get your goods or money back if your customer goes broke?

You can't avoid these common transactions, but you can protect yourself.

How can I protect my business?

There is a single, national online noticeboard (the register) that shows you whether someone is claiming an interest against goods or assets.

You can also make a registration, so others know when you have retained an interest in goods you are supplying. This means that if your customer doesn't pay, or goes broke, you are in the best position to get your goods, or their value, back.



Australian Government
Australian Financial Security Authority

Business Contacts

Editor Business News



Marg Killalea
Executive Assistant - Governance & Economic Development



Steven Pinnuck
General Manager

Council Offices

Holbrook Office
General Manager / Corporate Services/ Community Services / Economic Development

39 Young Street, Holbrook, NSW 2644

P 02 6036 0100
E mail@greaterhume.nsw.gov.au

Why use the register ?

The register offers your business excellent risk protection. It is also a tool that can help you raise finance using your business goods and assets.

Using the register can protect you in the following ways:

- When buying goods
- When selling goods on retention of title or consignment
- When leasing, renting or hiring out goods.

ppsr.gov.au/ppsr-your-business



Personal Property Securities Register