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**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 10 NOVEMBER 2021**

MAYORAL MINUTE

NOTICE OF MOTIONS

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
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OFFICERS' REPORTS – PART A - FOR DETERMINATION

CORPORATE AND COMMUNITY SERVICES

1. PRESENTATION OF 2020/2021 FINANCIAL STATEMENTS

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

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

DISCUSSION

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

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

The audited Financial Statements and a copy of the Auditor's Reports have been available for public inspection at Council's offices and on Council's website since 6 October 2021. As required by Section 418 of the Act, Council must give seven (7) days public notice for the meeting at which it presents the Audited Financial Statements and Auditor's Reports. The public notice appeared in The Border Mail newspaper on Wednesday 6 & 23 October, 2021. Section 420 of the Act requires that all submissions in respect of the audited Financial Statements must be in writing and must be lodged with Council within seven (7) days after the November 2021 Council Meeting. Copies of all submissions received must be referred to Council's Auditor. At the time of preparing this report no submissions had been received.

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

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

RECOMMENDATION

That:

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

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GOVERNANCE

1. **PROPOSED CONTRIBUTION TO SEWER PUMPING STATION – YANKEE CROSSING ROAD, HENTY**

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

For Councillors to consider a proposal to make a contribution to a sewerage pumping station for the recently approved 43 Lot subdivision at Yankee Crossing Road, Henty. If approved the pumping station will be located in the most advantageous position to facilitate future residential growth at Henty.

REFERENCE TO DELIVERY PLAN ACTIONS

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

Outcome 3.1 We have diverse local businesses and a growing economy.

DISCUSSION

Councillors will recall that at the November 2020 Council meeting the following was resolved:

That:

1. Council agree to sell approximately 6,300 sqm. on Rosler Parade for \$75,000 (exc. GST) and
2. Council enter into a six month option to sell Lots 3-5 DP 13322 Yankee Crossing Road for \$290,000 (exc. GST). 3. The sale of Lots 3-5 DP 13322 Yankee Crossing Road will be dependent upon a formal development plan and development timeframe being executed by both parties.

Development consents have now been issued for both parcels of land. In relation to the Yankee Crossing Road land, a 43 Lot subdivision over six stages has been approved.

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PROPOSED CONTRIBUTION TO SEWER PUMPING STATION – YANKEE CROSSING ROAD, HENTY [CONT'D]

The Developer will be required to install a sewerage pumping station as part of the development. In this regard Management have had discussions with the Developer to locate the Sewerage Pumping Station on Yankee Crossing Road rather than a cheaper option for the Developer in the lane adjacent to the Olympic Highway.

Locating the pumping station on Yankee Crossing Road, whilst a more costly option (\$88,270) provides the opportunity for further growth north of Yankee Crossing Road in the future.

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PROPOSED CONTRIBUTION TO SEWER PUMPING STATION – YANKEE CROSSING ROAD, HENTY [CONT'D]

A map outlining both options is included below for Councillors information.



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PROPOSED CONTRIBUTION TO SEWER PUMPING STATION – YANKEE CROSSING ROAD, HENTY [CONT'D]

In the circumstances Management believes that it would be prudent for Council to make a contribution of \$88,270 to the Developer to ensure the pumping station is located in the most advantageous position to foster future growth in Henty. Such a payment could be made at the time of the release of the Plan of Subdivision.

BUDGET IMPLICATIONS

Should Council determine the payment of a contribution of \$88,270 is appropriate it would be funded from the sale proceeds (\$295,000 exc. GST).

CONCLUSION

The Developer will be required to install a sewerage pumping station as part of the development. In this regard Management have had discussions with the Developer to locate the Sewerage Pumping Station on Yankee Crossing Road rather than a cheaper option for the Developer in the lane adjacent to the Olympic Highway.

In the circumstances Management believes that it would be prudent for Council to make a contribution of \$88,270 to the Developer to ensure the pumping station is located in the most advantageous position to foster future growth in Henty. Such a payment could be made at the time of the release of the Plan of Subdivision.

RECOMMENDATION

1. That Council offer to make a contribution of \$88,270 (exc. GST) should the Developer of the approved 43 Lot subdivision at Yankee Crossing Road, Henty locate the sewerage pumping station on Yankee Crossing Road rather than in the lane adjacent to the Olympic Highway and
2. Such payment be made at the time of the release of the Plan of Subdivision.

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2. DELEGATION OF CIVIC AND CEREMONIAL MAYORAL FUNCTIONS

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider delegating the civic and ceremonial functions of the position of Mayor to the incumbent Mayor from 4 December until a Mayor is elected in the week commencing 10 January 2022.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

Councillors will be aware that the current Council term ends at midnight on 3 December 2021 and therefore if there is contested elections for position on Greater Hume Council it is likely that Council will not have an elected Mayor until the first meeting of the newly elected Council in the week commencing 10 January 2022.

On 5 October the Office of Local Government issued Pre election Guide for Councils (the Guide). On page 8 of the Guide it states the following:

There is nothing to prevent councils from authorising the outgoing mayor to continue to exercise the civic and ceremonial functions normally exercised by the mayor during this period in the absence of a mayor should they wish to do so, (even though the outgoing mayor will have ceased to hold any civic office in the council as of the day of the election).

A full copy of the Pre-election Guide for Councils is included as **ANNEXURE 1** for Councillors information.

This would seem a logical procedure to ensure the Greater Hume Community has an identified spokesperson to exercise civic and ceremonial functions and to advocate on behalf of the community in the event of a natural disaster.

There will be no impact on the day to day operations of the Council as the delegations to the General Manager will remain in place during this period.

BUDGET IMPLICATIONS

Nil

CONCLUSION

It would seem a logical procedure to authorise the outgoing mayor to continue to exercise the civic and ceremonial functions normally exercised by the mayor during the period where there is no elected Mayor in place.

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DELEGATION OF CIVIC AND CEREMONIAL MAYORAL FUNCTIONS [CONT'D]

RECOMMENDATION

That Council delegate the civic and ceremonial functions of the position of Mayor to the incumbent Mayor (Cr Wilton) from 4 December 2021 until a Mayor is elected in the week commencing 10 January 2022.

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3. POSSIBLE SALE OF LOT 2 DP 610499 AT HOLBROOK (KNOWN AS CAMDEN FOREST)

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

For Council to consider listing Lot 2 DP 610499 (known as Camden Forest) on the market for sale given the heightened interest in real estate in rural and regional Australia at this time.

REFERENCE TO DELIVERY PLAN ACTIONS

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

Outcome 3.1 We have diverse local businesses and a growing economy.

DISCUSSION

With the renewed interest in real estate in rural and regional Australia at this time it may be appropriate to consider the sale by Expressions of Interest of Lot 2 DP 610499. A map of the subject land is below.

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**POSSIBLE SALE OF LOT 2 DP 610499 AT HOLBROOK (KNOWN AS CAMDEN FOREST)
[CONT'D]**

09/10/2021, 10:02

CoreMap



Disclaimer: Greater Hume Council does not represent that the plan provided is free from errors or omission.
The information represented in this plan is subject to change.
Greater Hume Council accepts no liability for loss, damage, or costs that you may incur.

file:///co-fp/SOEapps/Coremap/Coremap.HTML

1/1

**ORDINARY MEETING OF GREATER HUME COUNCIL
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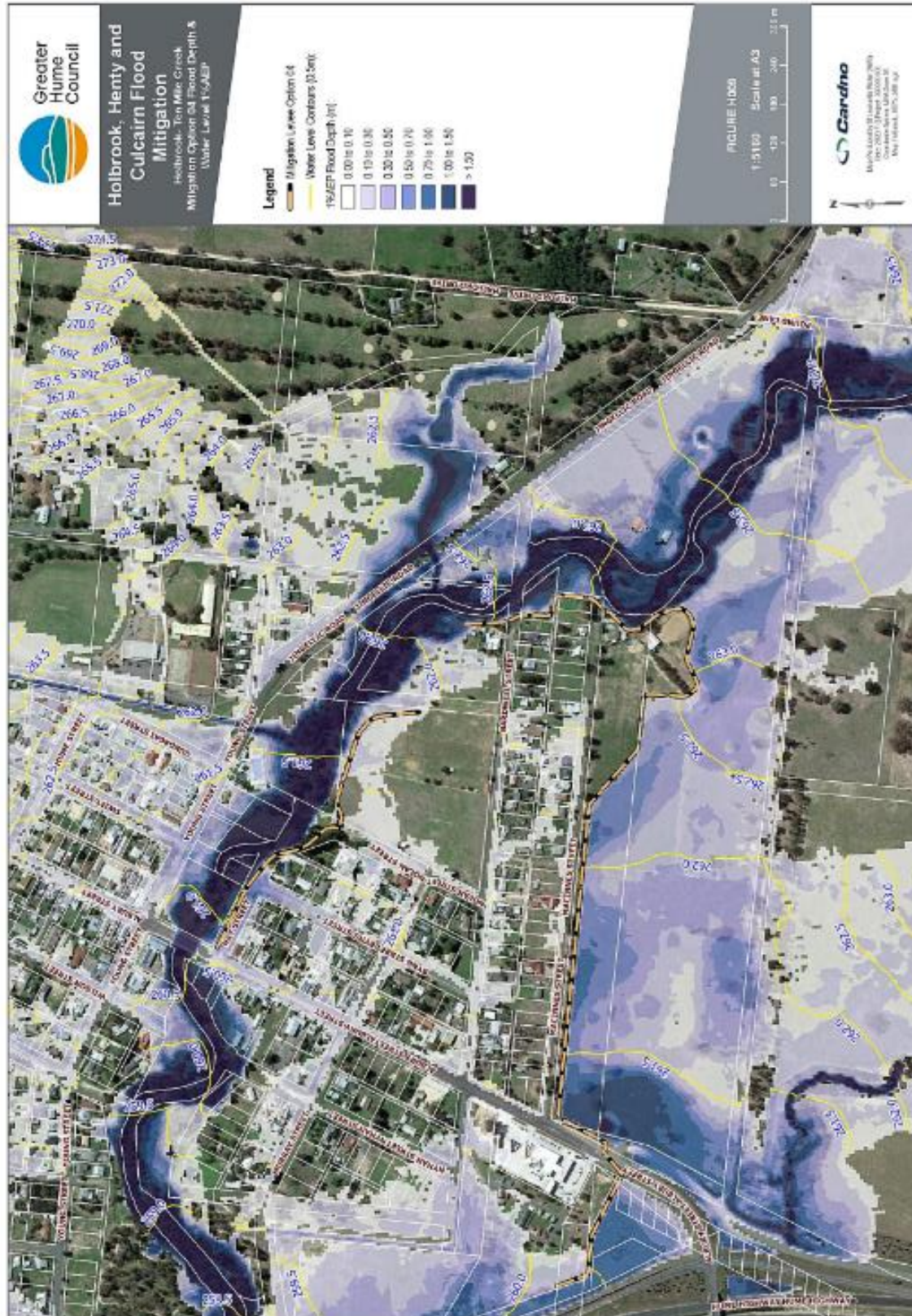
POSSIBLE SALE OF LOT 2 DP 610499 AT HOLBROOK (KNOWN AS CAMDEN FOREST)
[CONT'D]

The parcel of land comprising 5.18ha is very well positioned at the extension of Young Street and bordered on two sides by the Holbrook Golf Course and also has frontage to Jingellic Road. The parcel of land could let itself to larger lot residential or a traditional residential development.

Approximately one third (southern portion) of the subject land is subject to flooding which is identified on the map below.

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**POSSIBLE SALE OF LOT 2 DP 610499 AT HOLBROOK (KNOWN AS CAMDEN FOREST)
[CONT'D]**



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POSSIBLE SALE OF LOT 2 DP 610499 AT HOLBROOK (KNOWN AS CAMDEN FOREST)
[CONT'D]

Despite potential flooding over 3ha of developable land would remain.

It is recommended that the General Manager be authorised to appoint selling agents to market the property by Expressions of Interest (EOI). The EOI's would be expected to outline the proposed development plans for the land.

BUDGET IMPLICATIONS

Any proceeds from the sale, if it were to proceed, could be applied to other development projects across the Council area.

CONCLUSION

With the renewed interest in real estate in rural and regional Australia at this time it may be appropriate to consider the sale, by Expressions of Interest of Lot 2 DP 610499.

RECOMMENDATION

1. That the General Manager be authorised to call for Expressions of Interest from Real Estate Agents and appoint an Agent to market Lot 2 DP 610499 at Holbrook.
2. A further report be submitted to Council following the closure of marketing actions for Lot 2 DP 610499 at Holbrook.

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CORPORATE AND COMMUNITY SERVICES

2. INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2021

Report prepared by Chief Financial Officer – Dean Hart

REASON FOR REPORT

To present the Interim Budget Review as at 30 September 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 30 September 2021 is included as **ANNEXURE 2** for Councillors' perusal. The budget review, as presented, indicates that the projected 2021/2022 cash surplus will be \$173,622 which represents an improvement of \$165,904 on the original estimated surplus of \$7,718.

The increase is predominantly due to Council's Financial Assistance Grant entitlement for 2021/2022 which has increased by \$159,067 as advised by the NSW Local Government Grants Commission. As 50% of the current year grant is received in advance in the prior year there may be some further adjustment in the final quarter of 2021/2022. Councillors should note that the increase in the roads component of the Financial Assistance Grant which totals \$55,451 will be reserved for future expenditure on Council's road network. The reserving of these funds will be reflected in the December 2021 budget review.

UNCOMPLETED WORKS AND UNEXPENDED GRANTS CARRIED FORWARD

The budget has been adjusted to bring forward uncompleted works and unexpended grants as approved by Council as part of the 30 June 2021 budget review.

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. It should be noted that the variance figures quoted in the following table have been calculated on the basis of the actual budget variance figures net of the proposed carried forward amounts. A number of small adjustments have been made across functional areas to bring budget in line with actual costs for rates and insurance for 2021/2022.

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2021
[CONT'D]

GOVERNANCE & ADMINISTRATION

Function and comment	Projected Budget Variance \$
Elected Members Expenses Councillors and Officers Liability Insurance	-2,431
Governance Expenses Satisfactory	Nil
Risk Management Adjustment to insurance premiums (public liability and property insurance), with other budget adjustments made in other functional areas of the budget.	-2,993
Corporate Services Administration Adjustment to insurance premiums and rates for Council Offices	-5,036
Information Technology Services Satisfactory	Nil
Employment On-Costs Satisfactory	Nil
Engineering Administration Satisfactory	Nil
Depot Administration and Maintenance Satisfactory	-1,736
Plant Operations	Nil
TOTAL GOVERNANCE & ADMINISTRATION	-12,196

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2021
[CONT'D]

PUBLIC ORDER AND SAFETY

Function and comment	Projected Budget Variance \$
Animal Control Satisfactory	-43
Fire Services The NSW Government has continued to fund the increase in the Emergency Services Levy. The budget saving for 2021/2022 amounted to \$230,242, which has been transferred to an internal reserve pending further negotiations over the levying of emergency services contributions.	Nil
Emergency Services As above	-149
TOTAL PUBLIC ORDER & SAFETY	-192

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 30 SEPTEMBER 2021
[CONT'D]

ENVIRONMENT

Function and comment		Projected Budget Variance \$
Waste Management Adjustment to revenue totals from Domestic Waste Management charges following final rate levy process.		+12,261
Noxious Animals & Insects Satisfactory		Nil
Noxious Plants Satisfactory		Nil
Street Cleaning Satisfactory		Nil
Stormwater Maintenance & Drainage Satisfactory		Nil
TOTAL ENVIRONMENT		+12,261

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2021
[CONT'D]

COMMUNITY SERVICES AND EDUCATION

Function and comment	Projected Budget Variance \$
Family Day Care Satisfactory	Nil
In Home Care Satisfactory	Nil
Preschools Satisfactory	Nil
Youth Services Satisfactory	Nil
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 – Howlong Satisfactory	Nil
Aged Care Rental Units – Jindera Satisfactory	Nil
Other Community Services Satisfactory	Nil
TOTAL COMMUNITY SERVICES & EDUCATION	Nil

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 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	-492
Council Owned Housing Satisfactory	Nil
Community Development Grants Satisfactory	Nil
Wirraminna Environmental Education Centre Satisfactory	-966
Other Community Amenities Satisfactory	Nil
TOTAL HOUSING & COMMUNITY AMENITIES	-1,458

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2021
[CONT'D]

RECREATION AND CULTURE

Function and comment	Projected Budget Variance \$
Public Halls Satisfactory	-2,657
Libraries Satisfactory	+1,977
Museums Satisfactory	-226
Swimming Pools Satisfactory	-1,867
Sporting Grounds & Recreation Reserves Adjustment to property insurance on Councils sporting fields and rec grounds	+12,187
Parks & Gardens Satisfactory	-29
Other Cultural Services	Nil
TOTAL RECREATION & CULTURE	+9,385

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 30 SEPTEMBER 2021
[CONT'D]

TRANSPORT AND COMMUNICATIONS

Function and comment	Projected Budget Variance \$
FAG Grant – Roads Component Adjustment to FAG Grant in accordance with advice from NSW Local Government Grants Commission.	+55,451
Urban Roads Local	Nil
Sealed Rural Roads – Local	Nil
Sealed Rural Roads – Regional	Nil
Unsealed Rural Roads – Local Adjustment to Local Infrastructure Renewal Scheme interest subsidy amount. Error in budget amount for 2021/2022	-12,300
Bridges	Nil
Kerb & Gutter	Nil
Footpaths	Nil
Aerodromes	Nil
Bus Shelters	Nil
Ancillary Road Works	Nil
State Roads RMCC Works	Nil
Natural Disaster Recovery	Nil
Road Safety Officer	Nil
TOTAL TRANSPORT & COMMUNICATIONS	+43,151

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2021
[CONT'D]

ECONOMIC AFFAIRS

Function and comment	Projected Budget Variance \$
Jindera Medical Centre Satisfactory	Nil
Caravan Parks Satisfactory	-691
Tourism Operations Satisfactory	Nil
Visitor Information Centre Satisfactory	Nil
Submarine Museum Satisfactory	-209
Economic Development Satisfactory	Nil
Community Development Satisfactory	Nil
Real Estate Development Adjustment to rates and insurance premiums on Council properties	+1,470
Real Estate Sales Satisfactory	Nil
Private Works Satisfactory	Nil
TOTAL ECONOMIC AFFAIRS	+570

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2021
[CONT'D]

GENERAL PURPOSE REVENUES

Function and comment	Projected Budget Variance \$
<p>FAG Grant – General Component</p> <p>Adjustment to FAG Grant in accordance with advice from NSW Local Government Grants Commission.</p>	+103,616
<p>Interest on Investments</p> <p>Council's revenue from investment interest continues to be severely impacted by the record low interest rates that are currently being achieved. Management will undertake a review of investment income and revise the budget estimate as part of the December 2021 quarterly budget review process.</p>	Nil
<p>Rates</p> <p>Adjustment to revenue totals following final rate levy process.</p>	+10,767
TOTAL GENERAL PURPOSE REVENUES	+114,383

SUMMARY OF BUDGET VARIATIONS

SUMMARY OF BUDGET VARIATIONS	+165,904
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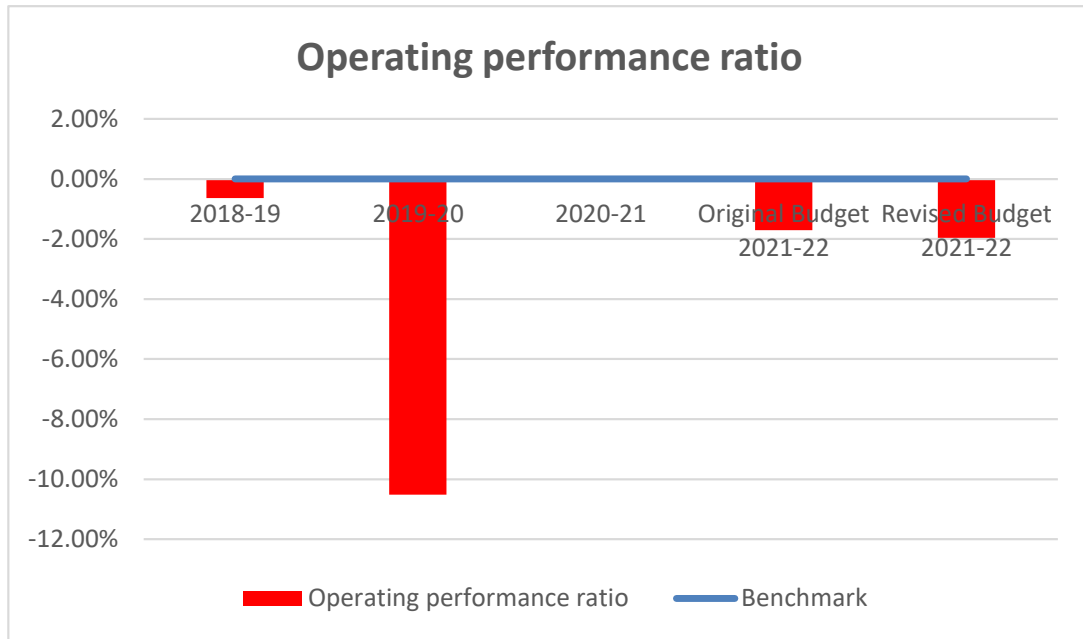
WATER AND SEWERAGE

General income and expenditure figures appear to be satisfactory.

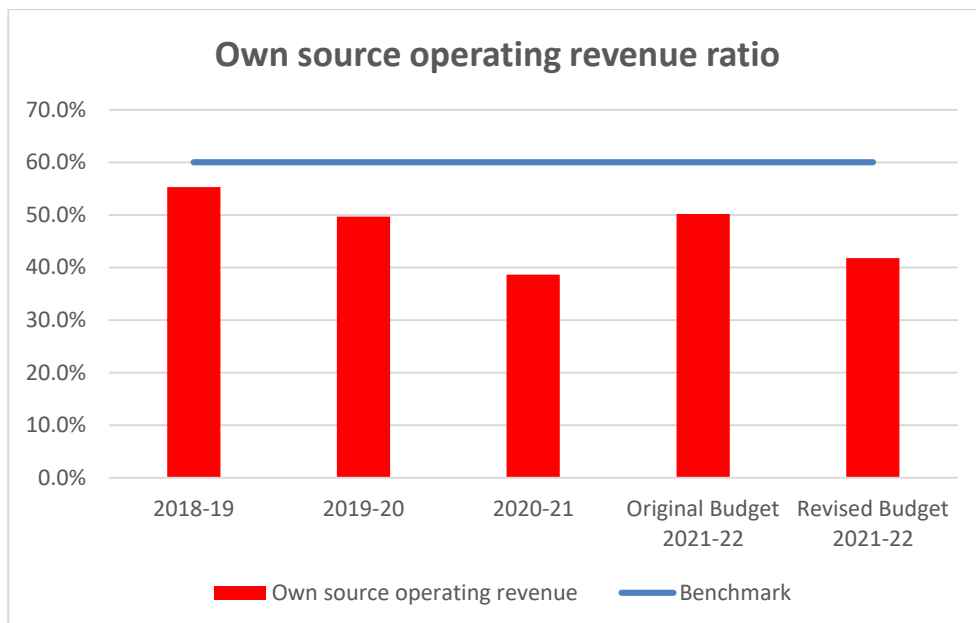
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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2021
[CONT'D]

KEY FINANCIAL INDICATORS



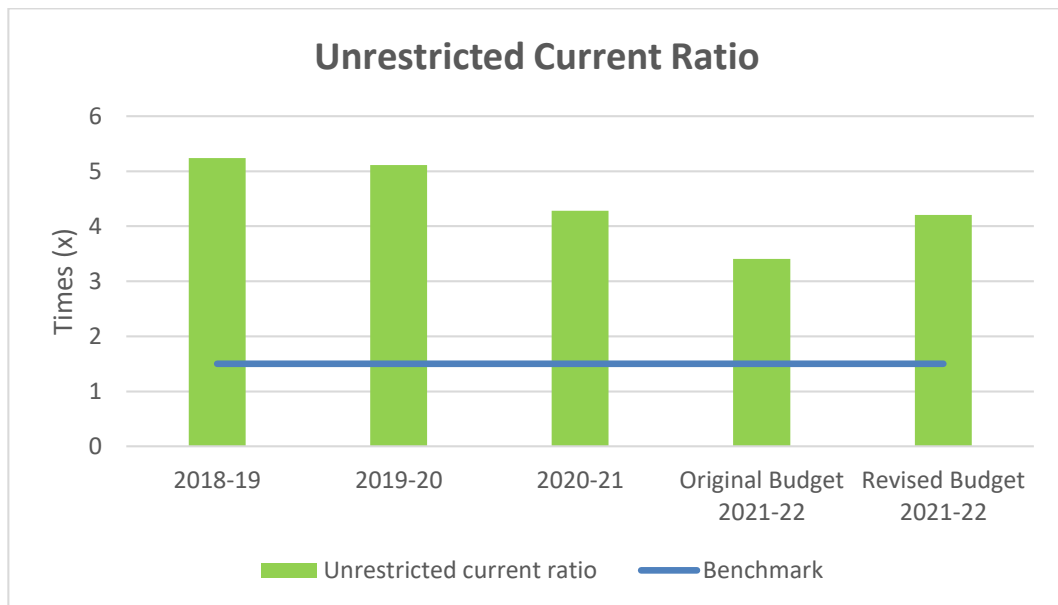
This ratio measures Council's achievement of containing operating expenditure within operating revenue therefore the ratio should be >0.



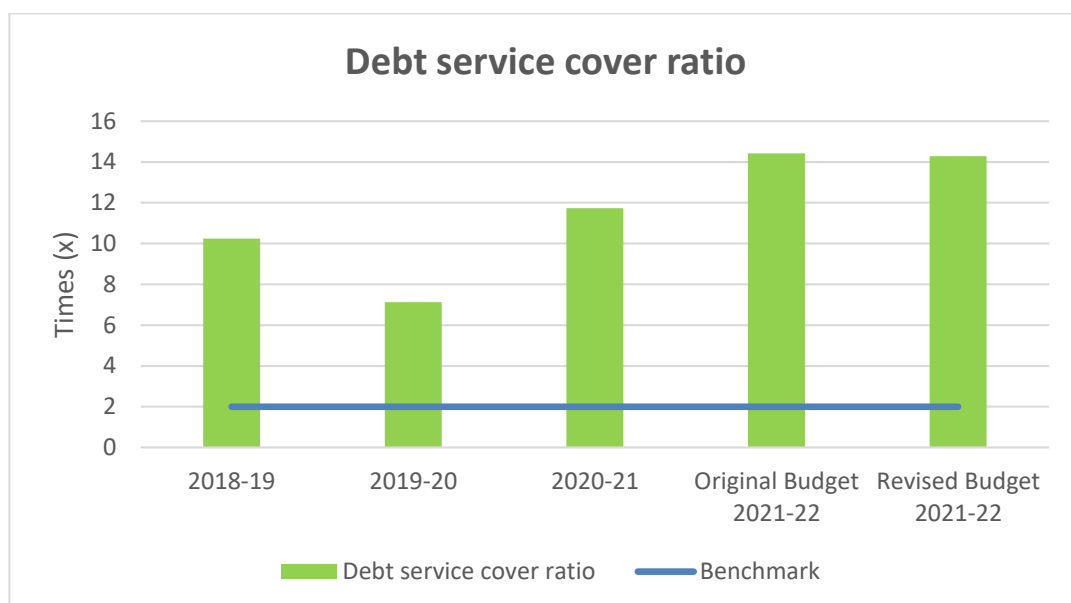
This ratio measure fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions. It should be noted that the benchmark 60% is unlikely to be achieved In rural councils such as Greater Hume Council due to their heavy reliance on grants and contributions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

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INTERIM 2021/2022 QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2021
[CONT'D]



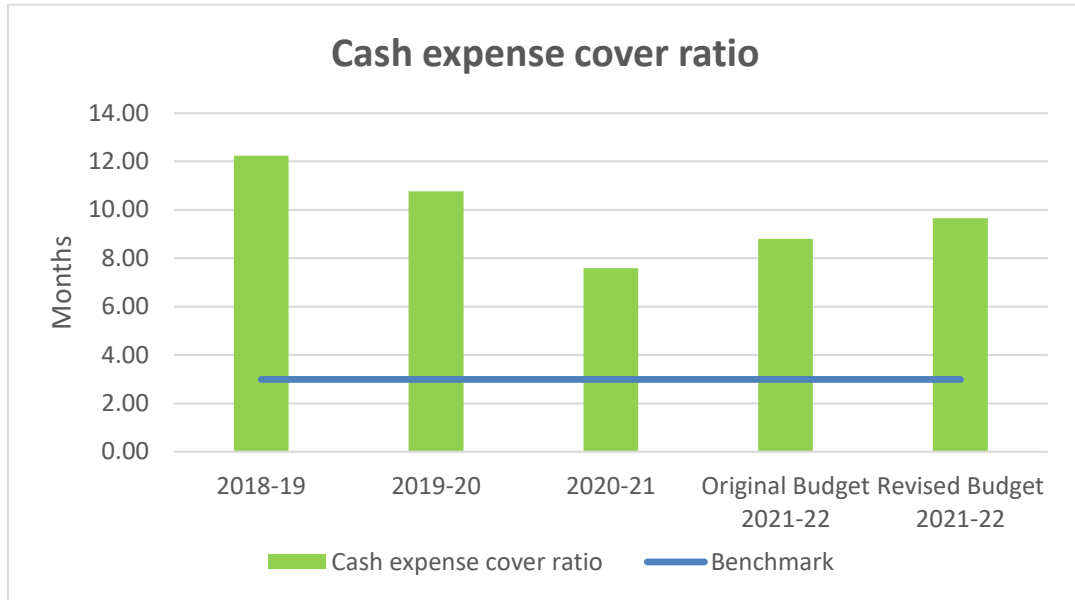
This ratio assesses the adequacy of Council's working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.



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 30 SEPTEMBER 2021
[CONT'D]



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

SUMMARY

Council's overall budget position has improved substantially as at 30 September 2021 with a surplus of \$173,622 predicted.

It should be noted that this review is for one quarter only further adjustments will be necessary as the year progresses. The budget also includes a number of projects which will require additional funding to be sourced if they are to proceed. Some of this may need to come from own sourced funding which will impact on the reported surplus.

Shown below are a number of Council's financial indicators as at 30 September 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 30 September 2021.

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3. RIVERINA REGIONAL LIBRARY

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To advise Council on proposed amendments to the operations of Riverina Regional Library following the decision of Wagga Wagga City Council to withdraw membership effective 1 July 2022.

REFERENCE TO DELIVERY PLAN ACTION

Outcome 2.5 Council provides learning and development opportunities for all.

Action 2.5.1.1 Promote existing programs to increase library participation

DISCUSSION

As Councillors would be aware, Greater Hume Council has been a member of the Riverina Regional Library (RRL) for many years. RRL is recognised as a leader in the delivery of best practice library services and has served the needs of member councils for three decades.

Over recent years, a number of modifications have been made to the contribution model under which member councils fund the operations of RRL, primarily to provide some relief to Wagga Wagga City Council (WWCC) and achieve a more even distribution of contributions. Unfortunately, despite the modifications made to the contributions model, WWCC has resolved as follows:

That Council:

- a. approve the Standalone Wagga Wagga City Library Service Option on expiry of the current RRL Deed of Agreement at 30 June 2022*
- b. noting if this option is supported no further funds will be requested to undertake the rest of the proposed works in Stage 2 Library Review as the proposed reserve to be established in the Standalone Option will be used to leverage funds for any capital works required from State and Federal funds received*
- c. note that this will result in a revised total estimated expenditure for Library Services for the 2022/23 financial year of \$2,603,723, which includes an annual budget allocation commencing in 2022/23 of \$112,257 to a new Library Reserve to leverage funds, as noted in b above.*
- d. send a letter of thanks and acknowledgement to Riverina Regional Library for the services provided over the past term agreements*

The impact of the withdrawal of WWCC from RRL is significant, as WWCC contributions amounted to 47% of total contributions paid to RRL. The loss of 47% of the RRL revenue base has triggered a major review of RRL operations and the services provided to member councils.

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RIVERINA REGIONAL LIBRARY [CONT'D]

A number of meetings have been held over recent weeks whereby a range of operating models were developed and considered by member council representatives. Following consideration of a number of options, a preferred model has been chosen. The major elements of the preferred model are as follows:

- total contributions from member councils reduce from \$3,261,788 in 2021/2022 to \$2,184,958 in 2022/2023 (exc WWCC)
- total employment costs reduce from \$1,482,740 in 2021/2022 to \$937,604 in 2022/2023
- other operating expenses reduced across most budget lines so as to achieve a relatively balanced net operating result based on the reduced member contributions
- service levels and service delivery models amended to reflect reduced operating capacity
- the next Deed of Agreement for be a period of three (3) years commencing 1 July 2022 with a formal review of RRL operations under the revised model be conducted within 18 months of commencement of the agreement.

Under the revised operating model, Greater Hume Council's contributions to RRL will be as follows:

	2021 / 2022	2022 / 2023	Increase
RRL Administration	\$193,961	\$240,257	\$46,296
Mobile Library	\$81,186	\$89,808	\$8,622
Total			\$54,918

Whilst the increase to Council's contribution is significant, the benefits gained by Council's static libraries through membership of RRL are also significant and it is the view of management that membership should be retained. What is in question however is the efficiency and relevance of the mobile library service.

Greater Hume Council has been examining the efficiency of the mobile library service for some time and as such the current review of all RRL operations provides Council with an opportunity to reach a firm position on the future of the mobile library service. In 2019, management completed a Service Review of the mobile library service whereby the efficiency of the current delivery model was examined along with a number of alternate service options. A copy of the original Service Review is **ENCLOSED SEPARATELY** for the information of Councillors. Some areas of the document have been amended to reflect current contribution and operating costs. Amended areas are highlighted **in yellow** in the enclosed document.

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RIVERINA REGIONAL LIBRARY [CONT'D]

As the Service Review indicates, it is management's view that the cost of providing library services under the current mobile library delivery model is costly, inefficient and outdated. There are a number of innovative and modern alternatives showcased in the Service Review and it is recommended that Council actively adopt these options rather than continue to support the current mobile library model.

The current RRL Deed of Agreement requires a member council to provide two (2) years notice of its intention to withdraw from the mobile library service and is recommended that Council resolve to give notice of its intention to withdraw effective 30 June 2024. It is expected that withdrawing from the mobile library service will offset the increase in contributions to the RRL administration thereby allowing Council to confirm its ongoing support for RRL whilst limiting the financial impact of the required increased contribution.

BUDGET IMPLICATIONS

Costs associated with membership of the Riverina Regional Library will increase under the proposed operating model for the next two financial years, however withdrawal from the mobile library service effective 30 June 2024 will enable contributions to stabilise or possibly even reduce slightly.

CONCLUSION

The Riverina Regional Library provides a valuable service to residents of Greater Hume Shire Council. However the withdrawal of WWCC has triggered a major review of RRL operations and the services provided to member councils. As a result, the contribution payable by Greater Hume Council will increase significantly, and it is recommended that in order to offset the increased contribution, Council give notice of its intention to withdraw from the mobile library service effective 30 June 2024.

RECOMMENDATION

That Council:

1. Confirm ongoing membership of Riverina Regional Library for the term of the next Deed of Agreement being 1 July 2022 to 30 June 2025, subject to the contribution model submitted to the RRL Advisory Committee meeting of 4 November 2021 being adopted.
2. In accordance with the Riverina Regional Library Deed of Agreement give notice of withdrawal from the Riverina Regional Library Mobile Library Service effective 30 June 2024

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4. NEW RATE PEG METHODOLOGY

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To advise Councillors of a new rate peg methodology to be applied from 1 July 2022.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

As Councillors would be aware, the Office of Local Government (OLG) recently announced changes to the manner in which the Independent Pricing and Regulatory Tribunal (IPART) determines the level by which local councils can increase rates. A copy of the OLG Circular is provided below:

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NEW RATE PEG METHODOLOGY [CONT'D]

Strengthening local government



Office of
Local Government

Circular to Councils

Circular Details	21-32 / 5 October 2021 / A792407
Previous Circular	20-42 Release of Exposure Draft Bill on local government rating reform
Who should read this	Councillors / General Managers / Rating and Finance Staff
Contact	Policy Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Information

Government endorses new rate peg methodology to support growing councils

What's new or changing

- The Independent Pricing and Regulatory Tribunal (IPART) has completed its review of the local government rate peg methodology to include population growth.
- On 10 September 2021 IPART provided the Final Report on this review to the Minister for Local Government, the Hon. Shelley Hancock MP.
- The Minister has endorsed the new rate peg methodology and has asked IPART to give effect to it in setting the rate peg from the 2022-23 financial year.

What this will mean for your council

- Councils with growing residential populations will be able to raise notional general income by an additional population factor as part of the rate peg from 2022-23.
- The population factor for each council will reflect estimated residential population growth less revenue received from supplementary valuations that year.
- This will increase revenue for many councils serving growing communities. No council will be worse off under the new methodology.
- IPART has estimated that, for example, over the past four years, the new rate peg methodology would have increased total general income for the local government sector by 1.5%, or \$287 million.

Key points

- IPART sets the rate peg each year under the terms of a delegation from the Minister for Local Government.
- The NSW Government has committed to allowing councils to align their income with population growth to better support growing communities across the State.
- In December 2020 IPART was asked to review the rate peg methodology to deliver this commitment and to report to the Minister by September 2021.
- As part of this review, IPART released an Issues Paper on 25 March 2021, a Draft Report on 29 June 2021 and held an online Public Hearing on 20 July 2021.
- On 10 September 2021 IPART provided the Final Report on its review to the Minister.
- IPART proposes that a different rate peg apply to each council to permit that council to increase its notional general income by a population factor.

Office of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

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NEW RATE PEG METHODOLOGY [CONT'D]

- IPART has advised that this option will maintain total general income on a per capita basis over time, applies to all councils and recognises that councils have different service levels and costs.
- This new population factor will be different for each council, adding any increase to its residential population, as published by the Australian Bureau of Statistics, and then deducting revenue that council has received from supplementary valuations.
- The NSW Valuer General can issue supplementary valuations of properties outside the 3 to 4-year general cycle if changes are recorded on the Register of Land Values. If this results in increased land values, councils receive increases to their general income outside the rate peg.
- To prepare for this reform, an amendment to the *Local Government Act 1993* was made earlier this year to ensure that multiple rate pegs may be set.
- Since IPART issued its Draft Report in June 2021, minor changes have been made to the proposed rate peg methodology to include population growth. The time period for adjusting the value of supplementary valuations has been shifted to make it easier to implement.
- IPART will also correct the population factor for all councils to reflect the difference between estimated and actual population growth when data from the recent census is released, and, going forwards, correct the population factor after each census if the difference in estimated compared to actual population growth for a council is greater than 5%.

Where to go for further information

- IPART's Final Report may be viewed on its website [here](#).
- If you have any questions about the new rate peg methodology, please contact IPART in the first instance on 02 9290 8400 or by email to ipart@ipart.nsw.gov.au.



Kiersten Fishburn
Coordinator General, Planning Delivery and Local Government

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E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

A copy of IPART's full report can be found at
https://www.ipart.nsw.gov.au/sites/default/files/cm9_documents/Final-Report-Review-of-the-rate-peg-to-include-population-growth-September-2021.PDF

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NEW RATE PEG METHODOLOGY [CONT'D]

As Councillors will note, the major change to the rate peg methodology is the introduction of a population factor which will be applied on an individual council basis as part of the rate peg from 2022 / 2023. The new population factor will be different for each council, adding any increase to its residential population, as published by the Australian Bureau of Statistics, and then **deducting** revenue that council has received from supplementary valuations.

Whilst any amendment to the current rate peg system is welcomed, the proposed changes involving a population factor will only benefit those councils where population growth exceeds revenue growth from new rateable assessments. For example, Councils where significant infill development occurs, or housing density increases, will benefit as population levels increase, but rateable income from supplementary valuations remains relatively low due to the fact that the developed infill properties would have already been rated and formed part of the council's rate yield.

However, for councils such as Greater Hume, population growth is largely the result of new developments on virgin residential land. In this case, the new assessments created lead to additional rate income through supplementary valuations which then nets out the applied population factor. The example below of Council's 2020/2021 rate yield confirms how the new methodology will apply at Greater Hume.

	Number of Assessments	Rateable Land Value	Total Rate Yield
Rate Table as published in 2020/2021 Operational Plan	6,603	\$2,802,909,573	\$9,039,506
Permissible Income at 30 June 2021 including supplementary valuations	6,675	\$2,813,759,050	\$9,090,669
Increase in rate yield \$			\$51,163
Increase in rate yield %			0.56%

The above example shows that Greater Hume's rateable income increased by 0.56% during 2020/2021 due to an increase in rateable properties. At present, population growth for Greater Hume LGA is approximately 0.5% per annum. Therefore, under the revised rate peg methodology, the population factor of 0.5% applied to Greater Hume would be offset by the increase in rates from supplementary valuations of 0.56% resulting in Council being no better off compared to the current rate peg model.

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NEW RATE PEG METHODOLOGY [CONT'D]

BUDGET IMPLICATIONS

It is unlikely that the new rate peg methodology will provide any significant benefit to Greater Hume Council. The OLG and IPART have however confirmed that no council will be worse off under the revised model.

CONCLUSION

Using the 2020/2021 rate year as an example, a population factor of 0.5% applied to Greater Hume would be offset by the increase in rates from supplementary valuations of 0.56% resulting in Council being no better off compared to the current rate peg model. That being the case, whilst any amendment to the current rate peg system is welcomed, the proposed changes involving a population factor will only benefit those councils where population growth exceeds revenue growth from new rateable assessments.

RECOMMENDATION

That Council note the introduction of the new rate peg methodology from 1 July 2022.

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5. POLICY DEVELOPMENTS

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present new and revised policies for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

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

DISCUSSION

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

1. Greater Hume Children Services policies

A number of Greater Hume Children Services policies have been reviewed and updated as follows, listed at **ANNEXURE 3**:

- a. Educational Program and Practice Policy
- b. Engagement and Registration of Educators Policy
- c. Keeping a Register of Family Day Care Educators Policy
- d. Excursion and Transportation Policy
- e. Sleep and Rest Time Policy
- f. Staffing Policy

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

RECOMMENDATION

That:

1. The following Greater Hume Children Services policies be adopted:
 - a. Educational Program and Practice Policy
 - b. Engagement and Registration of Educators Policy
 - c. Keeping a Register of Family Day Care Educators Policy
 - d. Excursion and Transportation Policy
 - e. Sleep and Rest Time Policy
 - f. Staffing Policy

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6. RENEWAL OF EXISTING LICENCE – D & C PAECH, PART WALLA WALLA GUM SWAMP

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

For Council to consider the renewal of a Licence Agreement to David & Cheryl Paech for Lot 136 DP 753764 (approx. 123.6 ha) being part of Walla Walla Gum Swamp Reserve 1003019.

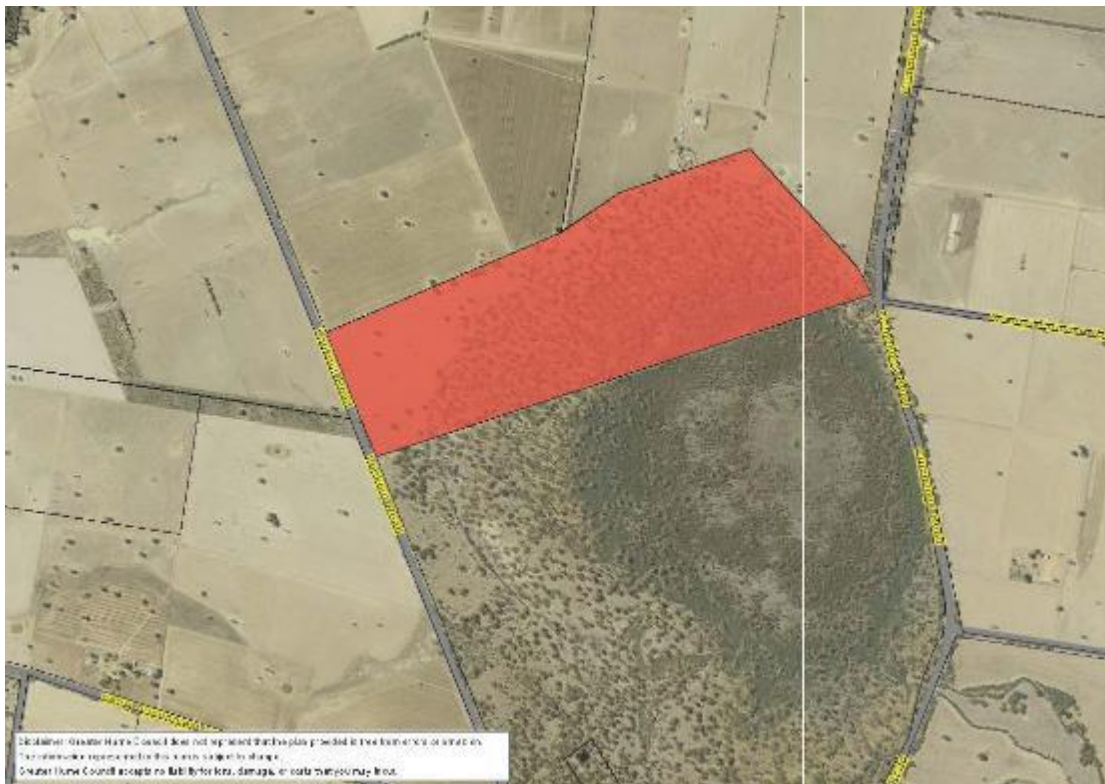
REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

In accordance with the Crown Land Management Act 2016 (CLM Act), Council as Crown land managers now manage Crown reserves as if the reserves are public land under the Local Government Act. This means that councils issuing or granting tenures over the Crown reserves do so in accordance with the requirements for either community or operational land, including any other requirements arising from or included in the CLM Act.

This parcel of land is under licence to adjoining landowners, David & Cheryl Paech terminating 31 December 2021. Mr & Mrs Paech have confirmed their interest to enter into a new agreement with Council for a further 5 year term. Council would normally advertise and call for Expressions of Interest to enter into a licence for grazing, however in this situation there is only one adjoining land owner being the Walla Walla Gum Swamp, which is also managed by Council as Crown Land Manager. Land identified in red on the plan below:



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RENEWAL OF EXISTING LICENCE – D & C PAECH, PART WALLA WALLA GUM SWAMP
[CONT'D]

Correspondence was forwarded to the Gum Swamp (Walla Walla) Management Committee (22 September 2021) advising of the upcoming licence renewal seeking comments. No submissions have been received.

The land is not currently used for Council purposes and leasing will optimise the use of the land for the benefit of the community. The terms and conditions of the agreement provides for adequate fencing and the maintenance and control of weeds and pests.

In this instance, Special Conditions are provided for in the licence and will remain, if approved:

Grazing shall be undertaken in late winter or early spring to coincide with the major growth period of the introduced annual pastures and flat weeds, and then grazing removed to allow the native perennial species to regenerate.

Rental income received will be transferred to the Walla Walla (Gum Swamp) Management Committee funds to assist with the ongoing projects and maintenance of Gum Swamp.

The Licensee agrees to allow two persons as nominated by the Gum Swamp Reserve Management Committee access to Lot 136 DP 753764 for the purposes of environmental monitoring. Such access is granted on the basis that notification prior to access is provided to the Licensee.

It is proposed that the new licence be for a term of 5 years commencing 1 January 2022 with the same terms and conditions of the current licence. A slight increase in rent being \$567.60 per annum inclusive of GST, with increases annually based on CPI.

BUDGET IMPLICATION

No significant impact on Council's budget.

CONCLUSION

Approval is now sought to proceed with the preparation of the new Licence based on the existing terms and conditions for a further 5 year term.

RECOMMENDATION

That

1. Council resolve to enter into a new Licence for Lot 136 DP 753764 being a section of Walla Walla Gum Swamp Reserve 1003019 to David & Cheryl Paech for a further term of 5 years.
2. The Mayor and General Manager be authorised to sign the Licence to the David & Cheryl Paech for a section of Walla Walla Gum Swamp Reserve 1003019 under the Common Seal of Council.

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7. RENEWAL OF LEASE – WALLA WALLA RURAL FIRE STATION – FROM JOHN HOLLAND

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To seek Council approval to renew the lease with Transport Asset Holding Entity, managed by John Holland Rail Pty Ltd for Part Lot 32 DP 1003009, known as the Walla Walla Rural Fire Station.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Council has been leasing this parcel of land since August 2003 as a site for Fire Brigade and associated uses, refer to plan below. The current lease was due to expire 31 July 2021, however, Council has been in a “hold over” period during negotiations and discussions with the NSW Rural Fire Services, Acting District Manager.

Greater Hume Council - Walla Walla Fire Station site

**JOHN
HOLLAND**



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Network Coverage

- CRN Non Operational
- Lease Area
- Kilometrage



John Holland Rail Pty Ltd has offered Council a further lease for a term of 5 years commencing 1 August 2021 and expiring 31 July 2026. Rental will be in the amount of \$652.62 per annum including GST per annum

BUDGET IMPLICATION

No impact on Council’s income for the term of the lease.

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RENEWAL OF LEASE – WALLA WALLA RURAL FIRE STATION – FROM JOHN HOLLAND
[CONT'D]

CONCLUSION

It would be prudent for Council to accept the offer to renew the lease arrangement with Transport Asset Holding Entity as the Walla Walla Rural Fire Station is located on the subject land.

RECOMMENDATION

That:

1. authority be granted to renew the Lease Agreement for the Walla Walla Rural Fire Station on Part Lot 32 DP 1003009 with Transport Asset Holding Entity.
2. the Mayor and General Manager be authorised to execute the agreement and associated documents under the Common Seal of Council for the Walla Walla Rural Fire Station on Part Lot 32 DP 1003009 with Transport Asset Holding Entity.

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ENGINEERING

1. NSW GRAIN HARVEST MANAGEMENT SCHEME EXTENSION REQUEST

Report prepared by Manager Traffic & Infrastructure – Michael Oliver

REASON FOR REPORT

To consider an extension request by Transport for NSW (TfNSW) for Council's involvement in the NSW Grain Harvest Management Scheme.

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

For the past five years Council has been part of the NSW Grain Harvest Management Scheme.

The scheme was introduced in response to industry needs for improving productivity and efficiency in the transportation of grain. Simply, the scheme encourages loading of trucks nearer to the legal load limit (thus allowing for the variability's of loading grain in the paddock) by allowing overloading of trucks up to 5% above approved tonnages for a maximum of three trips per farm to the nearest receivable point without prosecution during harvesting.

Local Government as the manager of majority of the road network in NSW is always concerned that any increase in mass of vehicles travelling on the network can cause significant damage especially in the case of overweight vehicles. However as a large area of our Council including many businesses are associated with the grain industry any support that can be given should be encouraged.

TfNSW as the coordinator of the scheme has been further refining the scheme requesting Council's concurrence to extending the expanded AB-Triple and grain terminal access under the Drought Recovery access permit for a further year, 30 September 2021 to 30 September 2022. (See correspondence below)

There are a number of aspects which TfNSW have influenced the decision to support the extension on the State Road Network, these being:

- The larger than average harvest expected throughout NSW again this season. The larger harvest will result in increased truck movements on both the Local and State Network. Providing expanded access to the AB-Triple will increase the load moved within each truck movement and reduce the overall number of truck movements on the network.
- Possible shortage of drivers to haul grain this harvest due to the ongoing COVID-19 state and interstate restrictions.
- Farm businesses remain in the recovery phase following the prolonged drought experienced across NSW from mid-2017 to 2020. Providing support, where we can, to farm businesses to move grain and fodder in the most efficient way will aid in business recovery.
- Issues associated with safety and compliance of this vehicle type on the network has not been evident under special permit.

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NSW GRAIN HARVEST MANAGEMENT SCHEME EXTENSION REQUEST [CONT'D]


All Councils in the grain growing areas have previously supported the scheme to support their grain growing constituents although there is concern of the future impact on the road network over a longer period without proper management of the scheme including enforcement of habitual or rogue carriers flouting the requirements of the scheme.

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NSW GRAIN HARVEST MANAGEMENT SCHEME EXTENSION REQUEST [CONT'D]

Correspondence

Time Critical - seeking urgent approval for upcoming Grain Harvest Season

From : Chris.Kaye@transport.nsw.gov.au
To : mail@greaterhume.nsw.gov.au
Sent : 2021-09-22T12:55:45.0000000+10:00
 **Attachments :** [image001.jpg](#) (5KB)

Time Critical – current approval expires 30 September 2021

Dear Michael Oliver/Road Manager

I hope you are well.

I am seeking your councils urgent approval of the Grain Harvest Management Scheme for the upcoming harvest season. Further information can be found below.

Please kindly provide your response via return email, either approval or decline -note reason required for declining would be much appreciated.

We would like your council's concurrence to extend the expanded AB-triple and grain terminal access under the Droug Recovery access permit for a further year, 30 September 2021 to 30 September 2022.

There are a number of aspects which have influenced our decision to support this extension on the State Road network, these being:

- The larger than average harvest expected throughout NSW again this season. The large harvest will result in increased truck movements on both the Local and State networks. Providing expanded access to the AB-triple will increase the load moved within each truck movement and reduce the overall number of truck movements othe network.
- Possible shortage of drivers to haul grain this harvest due to the ongoing COVID-19 state and interstaterestrictions.
- Farm businesses remain in the recovery phase following the prolonged drought experienced across NSW frommid-2017 to 2020. Providing support, where we can, to farm businesses to move grain and fodder in the mostefficient way will aid in business recovery.
- Issues associated with safety and compliance of this vehicle type on the network has not been evident under thispecial permit.

Any questions or assistance, please advise.

Kind regards Chris

Christine Kaye Access Officer Freight
Transport for NSW

I work flexibly. Unless it suits you, I don't expect you to read or respond to my emails outside of your normal work hours. M: 0402 693 757

Level 10, 27 Argyle Street
Parramatta NSW 2150



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**ORDINARY MEETING OF GREATER HUME COUNCIL
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ON WEDNESDAY, 10 NOVEMBER 2021**

NSW GRAIN HARVEST MANAGEMENT SCHEME EXTENSION REQUEST [CONT'D]

BUDGET IMPLICATION

There is a risk of additional cost being incurred on the management of the road network.

CONCLUSION

As advised additional costs in the maintenance of the road network could occur, however this must be considered against the overall support of our grain associated constituents and businesses and the support it provides to them.

RECOMMENDATION

That Council endorse its involvement in the NSW Grain Harvest Management Scheme for the next 12 months until 30 September 2022.

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2. POLICY DEVELOPMENTS

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To present revised policy for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Not Applicable

DISCUSSION

This policy, detailed below, has been updated in its entirety to clearly state Council's procedure regarding the levying of footpath/kerb and channel contributions payable by landowners under Section 217 of the Roads Act 1993. This policy outlines the process of notification to all landowners and residents concerned by way of four letters and two Council Reports.

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POLICY DEVELOPMENTS [CONT'D]



**Contributions for Footpath/Kerb and
Channel Construction Policy**

Document Name	Document Version Number	Review Date
Contributions for Footpath/Kerb and Channel Construction Policy	Insert Version Number Here	Click Here to Enter Date
Date Adopted	Minute Number	Status
Click Here to Enter Date	Insert Minute Number Here	Select Status Here

Purpose

To detail Council's policy in respect to levying contributions payable by landowners of property abutting the construction of new footpaths/kerb and channel under the Roads Act 1993 and as a guide for the equitable distribution of costs between Council and landowners.

The Roads Act 1993 Section 217 provides for Council to recover a maximum of half of the cost of constructing paved footpaths and/or kerb and channel from the owners of properties with frontage to a public street. It does not apply to the renewal or repair of any footpaths or kerb and channel.

Scope

This Policy applies to land owners adjacent to the initial construction of all footpath/kerb and channel under Council's control, including but not limited to operational land, community land, nature strips, road corridors and public reserves etc. Pursuant to sections 217,218 and 219 of the Roads Act 1993.

Definitions

Footpaths – Also referred to as Footway, Pathway, Pavement and Path - Are defined as the work constructed for the specific purpose of conveying pedestrian traffic.

Kerb and Channel – Also referred to as Kerb, Guttering, Kerb and Gutter - Is defined as the civil works necessary to contain rainwater runoff to the road carriage way.

Policy Content

Proposed footpath/kerb and channel works are determined through Council's normal budgetary process. Once the proposed works are adopted by Council they are included in Council's Capital Works Program.

Determining the Levied Apportionment

Landowner Initiated Projects

Landowners will be responsible for the full cost (100%) of the project, unless otherwise approved by Council.

Council Initiated Projects

Contributions towards the cost of footpaths/kerb and channelling works in public roads shall be levied pursuant to Section 217 of the Roads Act 1993.

- The unit rate for footpaths/kerb and channel construction utilised for the determination of contributions levied are to be a uniform rate, irrespective of location, road class footpath/ kerb and channel form.

Kerb and Channel

- All properties with one frontage to a public road
 - Levied at 50% of cost of the frontage
- All properties with more than one frontage to a public road
 - Levied at 50% of cost of the frontage with street address plus
 - Levied at 25% of cost of all the other frontages

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POLICY DEVELOPMENTS [CONT'D]



Greater
Hume
Council

**Contributions for Footpath/Kerb and
Channel Construction Policy**

Footpaths 1.5 metres Wide

- All properties with one frontage to a public road
 - Levied at 50% of cost of the frontage
- All properties with more than one frontage to a public road
 - Levied at 50% of cost of the frontage with street address plus
 - Levied at 25% of cost of all the other frontages.

Footpaths Greater than 1.5 metres Wide, e.g. A Shared Path

- Contribution as per 1.5 metre width (As Above) with additional width at full cost to Council.

Reports to Council and Landowner Notification

1. Report One (1) is presented to Council to notify of the footpath/kerb and channel project and to advise of the proposed cost and apportionment for adjacent Landowners. Report 1 is normally provided to Council at its Ordinary Meeting held in July after the adoption of the Budget

Landowners will be notified of the proposed works following the adoption of the project by Council. This will allow time, minimum of four weeks, for any concerns the landowner may have prior to works commencing. - Letter One (1)

- Notification Includes but not limited to
 - Description of project
 - Location of project
 - Estimate of contributions
 - Information regarding payment process
 - Final date for comments.

2. Report Two (2) is presented to Council for consideration of any concerns raised from Landowners following their notification of apportioned contributions for the construction of the new footpath/kerb and channel. If concerns are raised further discussions will be held with the concerned Landowner/s to determine a resolution prior to the commencement of the project. If no concerns are raised the project will be recommended to Council to proceed with.

Notification will be given to Landowners indicating the commencement of works - Letter Two (2)

- Notification Includes but not limited to
 - Date of commencement
 - Estimated date of completion.

Notification will be given to Residents indicating the commencement of works - Letter Three (3)

- Notification Includes but not limited to
 - Date of commencement
 - Estimated date of completion.

3. Notification will be given to Landowners upon completion of works – Letter Four (4)

- Notification Includes but not limited to
 - Final cost of contribution
 - Information regarding payment arrangements
 - Invoice for contributions.

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POLICY DEVELOPMENTS [CONT'D]



**Contributions for Footpath/Kerb and
Channel Construction Policy**

Payment

Landowners, on written application, may make application to pay their contribution by quarterly instalments over a period of a maximum of five years.

Non-compliance with notices issued under the Roads Act 1993 Section 219 renders landowners liable for legal action to recover unpaid contributions.

Links to Policy

Debt Recovery policy

Links to Procedure

ENG - Contributions for Footpath/Kerb and Channel Construction Procedure

Links to Forms

- Contributions for Footpath/Kerb and Channel - Construction Proposed - Notification - Letter 1
- Contributions for Footpath/Kerb and Channel - Construction Commencing – Landowner Notification - Letter 2
- Contributions for Footpath/Kerb and Channel - Construction Commencing – Resident Notification - Letter 3
- Contributions for Footpath/Kerb and Channel - Construction Completed - Invoicing - Letter 4
- Contributions for Footpath Kerb and Channel - Report 1
- Contributions for Footpath Kerb and Channel - Report 2.

References

Roads Act 1993 (Clauses 217, 218 and 219)

Responsibility

Director Engineering

Document Author

Director Engineering

Relevant Legislation

Roads Act 1993

Associated Records

- Council Fees and Charges
- Council Delivery Program
- Council Operational Plan.

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POLICY DEVELOPMENTS [CONT'D]

Please see the Example Notification Correspondence Letters 1-4, Example Reports 1-2 and the ENG - Contributions for Footpath Kerb and Channel Construction Procedure attached as **ANNEXURE 4**.

The policy has also been formatted to Council's branding template and is now presented for consideration by Council:

Contributions for Footpath Kerb and Channel Construction Policy

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.

This policy clearly outlines the procedure including, notification and community engagement processes, regarding the levying of footpath/kerb and channel contributions payable by landowners under Section 217 of the Roads Act 1993.

RECOMMENDATION

That the Contributions for Footpath Kerb and Channel Construction Policy be adopted

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ITEMS TO BE REFERRED TO CLOSED COUNCIL

1. OPPORTUNITY TO PURCHASE LAND AT HOLBROOK

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Council of an opportunity to purchase vacant land at Holbrook that will otherwise be sold by public auction.

REFERENCE TO DELIVERY PLAN OPTIONS

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

Outcome 3.1 We have diverse local businesses and a growing economy.

DISCUSSION

The Author has recently been approached to ascertain Council's interest in purchasing a vacant allotment of land in Albury Street. To enable the matter to be considered by Council the Author has signed a non-binding Terms Sheet and a Confidentiality Agreement.

As Council has been required to sign a confidentiality agreement to consider the opportunity to purchase vacant land at Holbrook, it is recommended that the matter be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

BUDGET IMPLICATIONS

Funding options will be included in the Confidential Report to Closed Council.

CONCLUSION

As Council has been required to sign a confidentiality agreement to consider the opportunity to purchase vacant land at Holbrook, it is recommended that the matter be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

RECOMMENDATION

That consideration of the purchase vacant land at Holbrook be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

REASON

On balance the public interest in preserving the confidentiality of consideration of purchasing vacant land at outweighs the public interest in maintaining openness and transparency in Council decision making because the disclosure of this information could compromise the commercial position of Council should it resolve to acquire the land.

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

GOVERNANCE

1. **2017/2022 DELIVERY PLAN AND 2020-2021 OPERATIONAL PLAN – REPORT AS AT 30 SEPTEMBER 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 30 September 2021, detailing key actions contained in the 2017/2022 Delivery Plan and 2020/2021 Operational Plan and achievements to 30 September.

Despite the challenging COVID environment in which Council continues to operate there has been a satisfactory level of achievement in both works completed and additional external funding secured.

Highlights of the period 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
- LTFP 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

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2017/2022 DELIVERY PLAN AND 2020-2021 OPERATIONAL PLAN – REPORT AS AT 30 SEPTEMBER 2021 [CONT'D]

Engineering

Construction/Maintenance/Operations

- Olympic Highway Realignment at Grubben Road Rail Crossing – Practical Completion, final seal and line marking to be done.
- Fellow Hills Road Reconstruction – Commenced
- Urban Streets Bitumen Resealing – Commenced
- Gravel Road Resheeting Program – Commenced
- Rural Road Resealing Program - Commenced
- 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

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 – WIP
- 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

Traffic/Asset Management

- New Asset Management System (Asset Finda) being populated with data
- New GIS mapping system (Intramaps) has been installed with testing being undertaken in Engineering Department.
- 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

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.

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2017/2022 DELIVERY PLAN AND 2020-2021 OPERATIONAL PLAN – REPORT AS AT 30
SEPTEMBER 2021 [CONT'D]

Satisfactory progress has been made in all Themes during the first quarter 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 30 September 2021.

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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.

DISSUSSION

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

Since the October meeting the following works have been undertaken:

- All external block work has been completed along with 2/3rds of internal block work
- 50% of the infill slab complete



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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. This has not changed since the September report.

Table 2

Cost Item		\$	Revised cost	Variance	Comments
Preparation of Plans, specifications and other tender documentation		62,000	71,164	- 9,164	Multiple changes to plans to reduce build cost and to accommodate requests from Holbrook Sporting Complex Board
Electrical Upgrade (estimate)		50,000	65,238	- 15,238	Includes establishment of electrical connection for building works
Accepted tender - Gilchrist Property Group (exc. Provisional items and contingency)	1,725,756	1,725,756	1,725,756		
Provisional items	82,000	82,000	82,000		Additional costs of \$9,886 in final changes to kitchen layout, sink in medical room room etc. This should be offset by savings in catering appliances
Contingency	20,000	20,000	70,306	- 50,306	Significant softs encountered following the demolition of the existing change rooms that required significant remediation. The estimate for a further variation for increased depth of strip footings has been included.
Estimated total cost of project	1,827,756	1,939,756	2,014,464	- 74,708	
Funding available					
Australian Government - Building Better Regions			700,000		
NSW State Government - Female Friendly Facilities			400,000		
Bushfire Community Resilience and Recovery Fund			60,000		
Riverina Water County Council			15,000		
NSW AFL			124,777		Will not be received in full. Holbrook Sporting Complex Board to make up the shortfall or obtain other grant funding
Holbrook Australian Rules Football Club			90,000		
Holbrook Sporting Complex Board			65,000		Community Fundraising
Greater Hume Council - Funds from the sale of the Holbrook Hostel			249,000		
Greater Hume Council - Holbrook Caravan Park Reserve			250,640		
Total funding as at 29 October 2021			1,954,417		
Project over expenditure as at 29 October 2021			60,047		

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

- Complete infill slab
- Complete block work
- Install roof /wall frame
- Balance of steel work

Unfortunately the project continues to be delayed due to factors outside the control of the Contractor, the most recent being an employee of a sub contractor testing positive to COVID.

BUDGET IMPLICATIONS

Whilst progress has been slow due to inclement weather and other issues as mentioned above there have been no adverse financial impacts of the project since the last report.

CONCLUSION

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

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

RECOMMENDATION

That the report be received and noted.

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CORPORATE AND COMMUNITY SERVICES

1. COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 OCTOBER 2021

Report prepared by Chief Financial Officer – Dean Hart

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTION

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

DISCUSSION

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

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

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

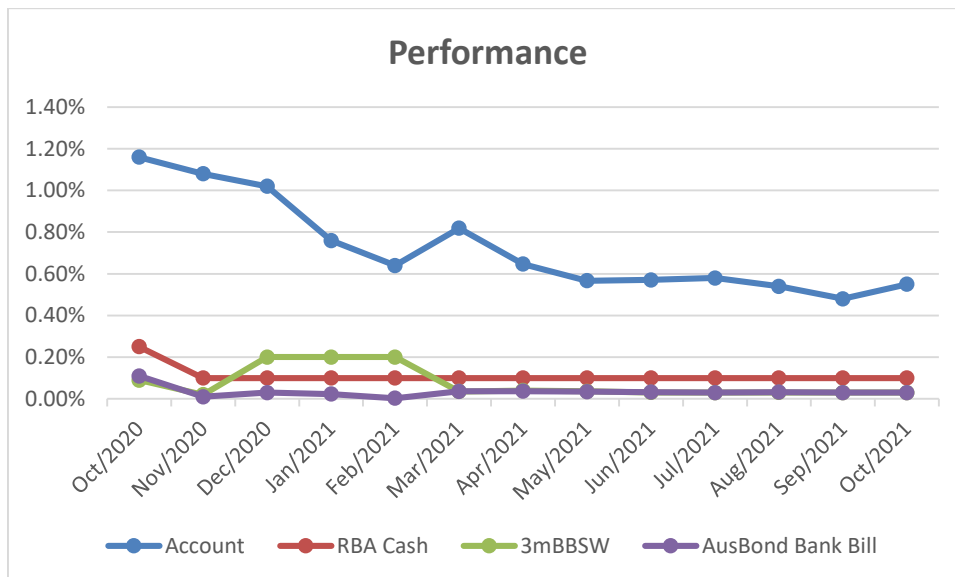
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COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 OCTOBER 2021 [CONT'D]

Greater Hume’s overall investment portfolio

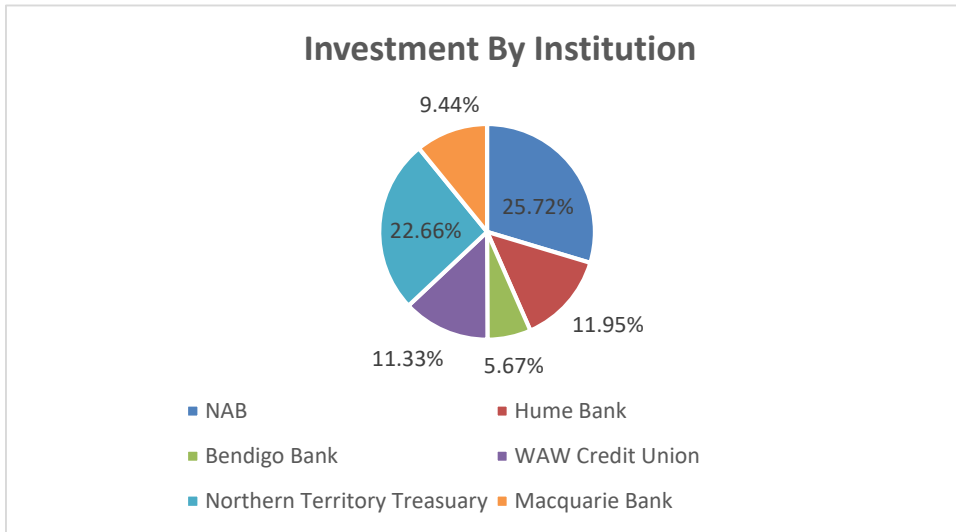
Total Portfolio Value	\$28,751,516.75
Weighted Average Term (days)	367
Weighted Average Yield	0.55 %
Total Monthly Accrued Interest	\$12,844.92
Total Interest Received this month	\$8,669.18
Interest Payments this month	3
Matured Investments this month	3
Total Funds Matured this month	\$2,000,000.00
New Investments this month	3
Total Funds Invested this month	\$2,000,000.00

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



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

Investment Register

ADI/Security Name	Maturity Date	Face Value	Long Term Rating	Term in Days	Monthly Accrued Interest	Yield
Bank Of Queensland	9/11/2021	\$1,000,000	BBB+	181	\$297.26	0.35%
Macquarie Bank	10/11/2021	\$500,000	A+	330	\$148.63	0.35%
NAB	6/12/2021	\$500,000	AA-	365	\$233.56	0.55%
NAB	14/12/2021	\$500,000	AA-	364	\$212.33	0.50%
WAW Credit Union	14/12/2021	\$500,000	NR	364	\$339.73	0.80%
NAB	14/12/2021	\$509,765.32	AA-	183	\$108.24	0.25%
Northern Territory Treasury Corp	15/12/2021	\$2,000,000	NR	385	\$679.45	0.40%
Bendigo And Adelaide Bank	12/01/2022	\$500,000	BBB+	272	\$148.63	0.35%
NAB	15/01/2022	\$500,000	AA-	214	\$114.66	0.27%
NAB	15/01/2022	\$500,000	AA-	184	\$135.89	0.32%
Bendigo And Adelaide Bank	19/01/2022	\$500,000	BBB+	279	\$148.63	0.35%
Macquarie Bank	2/02/2022	\$500,000	A+	182	\$169.86	0.40%
Macquarie Bank	16/02/2022	\$500,000	A+	203	\$169.86	0.40%
NAB	18/02/2022	\$500,000	AA-	184	\$114.66	0.27%
NAB	27/02/2022	\$300,000	AA-	184	\$71.34	0.28%
Hume Bank	1/03/2022	\$66,761.10	NR	365	\$28.35	0.50%
Hume Bank	13/03/2022	\$500,000	NR	181	\$106.16	0.25%
WAW Credit Union	13/03/2022	\$500,000	NR	181	\$169.86	0.40%
NAB	15/03/2022	\$500,000	AA-	181	\$110.41	0.26%
Hume Bank	17/03/2022	\$500,000	NR	273	\$127.40	0.30%
Hume Bank	17/03/2022	\$500,000	NR	273	\$127.40	0.30%
Hume Bank	19/03/2022	\$500,000	NR	270	\$127.40	0.30%
AMP Bank	21/04/2022	\$1,000,000	BBB	365	\$594.52	0.70%
WAW Credit Union	11/05/2022	\$500,000	NR	365	\$318.49	0.75%
Bendigo And Adelaide Bank	16/05/2022	\$500,000	BBB+	213	\$81.51	0.35%
Hume Bank	16/05/2022	\$46,751.06	NR	364	\$15.88	0.40%
Macquarie Bank	24/05/2022	\$500,000	A+	272	\$169.86	0.40%
WAW Credit Union	16/06/2022	\$500,000	NR	365	\$318.49	0.75%
WAW Credit Union	16/06/2022	\$600,000	NR	365	\$382.19	0.75%
Hume Bank	17/06/2022	\$500,000	NR	365	\$169.86	0.40%
Hume Bank	17/06/2022	\$500,000	NR	365	\$169.86	0.40%
Hume Bank	30/06/2022	\$49,937.43	NR	365	\$14.84	0.35%
WAW Credit Union	8/07/2022	\$400,000	NR	365	\$254.79	0.75%
NAB	20/07/2022	\$500,000	AA-	271	\$47.95	0.35%
NAB	29/08/2022	\$500,000	AA-	365	\$148.63	0.35%
AMP Bank	27/09/2022	\$500,000	BBB	364	\$339.73	0.80%
Macquarie Bank	29/09/2022	\$500,000	A+	365	\$169.86	0.40%
AMP Bank	20/10/2022	\$1,000,000	BBB	365	\$263.01	0.80%
NAB	13/09/2023	\$2,000,000	AA-	727	\$1,019.18	0.60%
Northern Territory Treasury Corp	16/06/2025	\$1,500,000	NR	1,481	\$1,401.37	1.10%
Northern Territory Treasury Corp	15/06/2026	\$2,500,000	NR	1,887	\$2,760.27	1.30%
NAB	1/11/2021	\$2,278,301.84	AA-	1	\$314.92	0.10%
\$28,751,516.75					\$12,844.92	

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

Declaration

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

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

CONCLUSION

As at 31 October, 2021 total Investments held were \$28,751,516.75. The year to date accrued investment earnings for 2021/22 was \$48,015.44 representing a weighted average yield of 0.55%.

RECOMMENDATION

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

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ENGINEERING

1. NSW RURAL FIRE FIGHTING FUND 2021-2022 ALLOCATION

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To advise Council on the 2021 – 2022 NSW Rural Fire Fighting Fund 2021-2022 Allocation for Greater Hume.

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

The NSW Government has confirmed Councils funding allocation from the 2021-22 Rural Fire Fighting Fund, to support volunteer brigades in Greater Hume who protect our communities

ANNEXURE 5

This year four refurbished or 2nd Hand appliances have been allocated to Greater Hume brigades and one to the Southern Border Team to a value of \$641,811.04.

Fire Fighting and Personal Protective Equipment to the value of \$113,512, and Maintenance and Repair of Plant and Equipment of \$327,400 have also been allocated.

BUDGET IMPLICATION

The allocation provided is as advised previously to Council, and therefore there are no direct budget implications to Councils current budget.

CONCLUSION

The 2021 – 2022 NSW Rural Fire Fighting Fund 2021-2022 Allocation for Greater Hume is attached for Councillors Information

RECOMMENDATION

That the report be received and noted

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PART C - ITEMS FOR INFORMATION

GOVERNANCE

1. WORKSHOP/BRIEFING SESSION SCHEDULE 2020/2021

REASON FOR REPORT

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

DISCUSSION

The current session dates are outlined in the table below.

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

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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2. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

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

DISCUSSION

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

- 21-35 2021 Model Code of Meeting Practice for Local Councils in NSW
- 21-34 Updated guidance on COVID-19 restrictions and council meetings
- 21-33 Compliance with records management provisions and transfer of local government records to the State Archives Collection
- 21-32 Government endorses new rate peg methodology to support growing councils
- 21-31 Post-Election Guide on key decisions and activities for councils, county councils and joint organisations following the local government elections

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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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 6**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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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 OCTOBER 2021

The statement of bank balances as at 31 October 2021 is attached at **ANNEXURE 7**.

3. GREATER HUME LIBRARY SERVICES

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

REASON FOR REPORT

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

REFERENCE TO DELIVERY PLAN ACTION

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

Outcome 2.5 Council provides learning and development opportunities for all

DISCUSSION

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

Investigate and implement new and innovative programs

October Programs	Participants	Location
Get Online Week – Zoom & QR Code presentations	30	All Libraries
Mental Health Month – promotion on social media and merchandise provided to libraries	30	All Libraries
Online Storytime	Weekly	Facebook & Instagram
COVID 19 Vaccination Certificate, My Gov and My Health Record Technical support	120	All Libraries

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GREATER HUME LIBRARY SERVICES [CONT'D]

November Upcoming Programs	Date	Location
NSW TAFE – Bring Your Own Devices – Pilot programs to be presented over 6-8 weeks	3 November 21	Henty Library
Henty Meet N Greet Event - The event will be an opportunity for new residents of Henty to get to know local community groups and organisations as well as other members of the community.	15 November 21	Henty Community Club
Online Storytime	weekly	Facebook & Instagram
Book Week Competition -	17 November 21	All Libraries sent to school in Greater Hume Council
Dutch Exhibition	November 21	Henty & Jindera Libraries

Renovations at Holbrook Library

Holbrook Library has successfully received an infrastructure grant from the NSW State Library. From the 11 November 2021 to 1 February 2022, the Library Complex meeting rooms, on the western side of the building, will be closed for the renovations to be completed. The purpose of our library infrastructure grant is to redevelop and upgrade the existing 17 years old premises to meet the needs and wants of the users of the Holbrook Library Complex with the aim to bring it into the 21st Century.

The redevelopment of the Holbrook Library will see the current building transformed to be bright and welcoming, with a shared vision of making all spaces evolve in order to maintain relevance into the future.

Library Statistics – October 21

Statistics are not reflective of the usage of the Greater Hume Council Libraries during October 2021 as computer usage both by the public and technology support provided by staff have not been added to the Libero Management system and therefore have not been included this month.

BUDGET IMPLICATION

Nil. Works are funded from budget allocations.

CONCLUSION

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

RECOMMENDATION

That council receive and note the report.

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4. PEOPLE & CULTURE REPORT – OCTOBER 2021

Report prepared by People and Culture Officer – Jessica Winnett

REASON FOR REPORT

To advise Councillors on Human Resources functions such as the recruitment of new employees, resignations and employee development programmes.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

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

LEGISLATION / POLICIES / PROCEDURES

- Continuous review of policies and procedures

PLANNING

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

RECRUITMENT

- Recruitment in progress:
 - Asset Officer – Culcairn. 4 interviewed 20 October 2021
 - Maintenance Grading Leading Hand – Jindera – 1 interviewed 27 October 2021
 - Road Safety Officer
 - Pool Lifeguards – commencing 6 November 2021
 - Road Maintenance Operator – Holbrook
 - 2x Town and Parks Maintenance Operator – Jindera – 1 commencing 8 November 2021
 - 2x Bridge and Drainage Operators – Jindera - 2 commencing 8 November 2021
 - 2x Projects Operators – Culcairn - 2 commencing 8 November 2021
- New employees commencing with Council:
 - Nil
- Position/role changes with existing Council employees:
 - Temporary – James Waite – From Ranger/Compliance Officer to Acting Manager Waste and Facilities
 - Tim Robertson – From Fixed Term Contract Water and Waste Water Operator to Water and Waste Water Operator – Jindera
- Employees ceasing duties with Council:
 - Andrew Shaw – Manager Waste and Facilities
 - Stephanie Turner-Pope – Childcare Educator - Henty
 - Leanne Voss – Cleaner - Walla Walla
 - Mark Nichols – Water and Waste Water Operator (Retired)
- Positions advertised:
 - Internal Expression of Interest – Building Maintenance Officer Culcairn – EOI closed 11 October 2021 – 0 appointed
 - Building Maintenance Officer - Culcairn – applications close 1 November 2021
 - Early Childhood Educators – all centres – applications close 8 November 2021
 - Manager Water and Waste Water – Culcairn – applications close 15 November 2021

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PEOPLE & CULTURE REPORT – OCTOBER 2021 [CONT'D]

- Manager Waste and Facilities – Culcairn - applications close 15 November 2021
- Youth Officer – Part Time Henty – applications close 15 November 2021
- Practice Mentor – Jindera – applications close 15 November 2021

WORKPLACE RELATIONS

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

PROFESSIONAL DEVELOPMENT & LEARNING

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

PERFORMANCE MANAGEMENT

- Council's annual Performance Appraisals went live throughout July. All appraisals conducted online throughout July, August, September and October. Appraisals will close end of November 2021. Recommendations communicated to appropriate parties throughout October.

HEALTH & WELLBEING

- Coordination of Phase 8 of Council's Early Intervention Health and Wellbeing Program with Align. Current program consists of a Health and Wellness Consultant and Physiotherapist visiting on a rotating weekly basis to all office and depot location. Centre Educators participate in a Health and Wellbeing Program with a Wellness Consultant visiting one centre per week.

REVIEW & CONTINUOUS IMPROVEMENT

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

CONCLUSION

For the information of Councillors

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ENGINEERING

1. OCTOBER 2021 REPORT OF WORKS

Grants Program

State Roads Maintenance (RMCC)

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

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

Regional Roads

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

Shoulder widening is continuing along 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 has commenced, following the completion of culvert upgrades.

Unsealed:

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

Back Henty Road	Mitchells Road
Edgehill Stock Route	Reapers Road
Heffernans Road	River Road
Kellys Road	Stein Road
Kreutzbergers Road	Yenschs Road
Lochiel Road	

Urban Streets:

General maintenance of urban streets is continuing.

Resealing on all urban streets as part of Council's Capital Works Program 2021-2022 is complete, with the exception of Enterprise Drive, Holbrook which will be undertaken later this financial year.

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OCTOBER 2021 REPORT OF WORKS [CONT'D]

General:

General maintenance of public toilets and parks is continuing.

Renovation of Henty, Holbrook, Culcairn and Jindera Sportsground ovals has commenced.

2. WATER & SEWER REPORT – OCTOBER 2021

Capital Works Program:

- Culcairn Wastewater Treatment Plant – New monitoring system – Completed
- Culcairn Reuse Treatment Plant – New monitoring system - Completed

Operation & Maintenance:

- New water service connection – Lot 21 Stan Dv, Jindera
- New water service connection – Lot 26 Stan Dv, Jindera
- New water service connection – Lot 27 Stan Dv, Jindera
- New water service connection – Lot 28 Stan Dv, Jindera
- Water main repair – Adams St, Jindera
- Water service renewal – 23 Edward St, Culcairn
- Water service renewal – 30 Hamilton St, Culcairn
- Water service repair – 31 Balfour St, Culcairn
- Sewer main choke – 1 McLaurin Cres, Holbrook

Other:

- Weekly Wastewater Covid testing – Holbrook STP
- IWCM – WIP
- Jindera STW upgrade Business Case – WIP
- Culcairn Black St reservoir upgrade Business Case - WIP

Drinking Water Monitoring Program:

- 8 x Water samples for Microbial Water Analysis submitted in the month of October 2021 for Villages and Culcairn Water Supply have all complied with the Australian Drinking Water Guidelines.

Water Quality Complaints

Date	Location	Problem	Action Taken
Nil			

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

Water Supply Monthly Usage

October	2019/2020	2020/2021	2021/2022
Culcairn Water Supply (ML)	15.39	10.15	11.44
Village Water Supply (ML)	34.18	26.40	28.44
Totals (ML)	49.57	36.55	39.88

Water Supply Sourced and Used

1 July 2021 – 31 October 2021	2019/2020	2020/2021	2021/2022
Culcairn Water Supply (ML)	45.35	37.17	38.44
Village Water Supply (ML)	103.58	94.46	106.46
Totals (ML)	148.93	131.63	144.9

Filling Stations Transactions

- Filling station sites – 53 transactions during the October 2021 period
- **Yearly Total Transactions - 194**

Filling Stations Usage

Station	October 2021 Total KL	2021-2022 Yearly Total
Culcairn	175.26	786.46
Jindera	164.4	490.4
Brocklesby	4.6	54.5
Burrumbuttock	18.2	21.3
Gerogery	1.2	1.3
Totals (KL)	363.66	1353.96

Filling Station Customer Usage

Customer	October 2021 Total KL	2021-2022 Yearly Total
Council – Road Construction, Maintenance & Tree Watering	88.54	503.68
Contractors – Water Carters, Households & Roadworks	263.12	821.88
Residents	9.9	25.8
Fire Brigade (RFS)	2.1	2.6
Totals (KL)	363.66	1353.96

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF OCTOBER 2021

The schedule of development applications processed for the month of October 2021 is attached at **ANNEXURE 8**.

2. RANGER'S REPORT – OCTOBER 2021

COMPANION ANIMALS

No. of Complaints Received 19		Including: 3 barking dog, 4 roaming dogs, 1 dealing with an aggressive dog, 2 Nuisance dog, 1 Menacing and dangerous dog compliance checks		
No. of dog attacks:		Location:		
Comments:				
			Dogs	Cats
In Council's Facility at Beginning of Month			1	
Captured & Returned to Owners			1	
Captured & Impounded			2	8
Released from Pound to Owners			2	
Surrendered by Owners				
Rehomed			1	
Euthanased				7
Remaining in Council's Facility at End of Month				1

FERAL CATS

No. of Complaints:	6
No. Feral Cats caught:	8

LIVESTOCK

	Cattle	Sheep	Horse	Goats	Other Alpacas
No. of Reports of Stock on Roads	2	3	2		
Instances - Returned to owners	2	3	2		
Impounded					
Vehicle accidents involving stock					

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

Holbrook – 4 injured kangaroo's euthanased.

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RANGER'S REPORT – OCTOBER 2021 [CONT'D]

ABANDONED VEHICLES

6 vehicles currently impounded
1 Car removed by owner in Walla Walla

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted. 13 Complaints received. 71 Notices of proposed orders issued.
Pollution: Noise	Jindera – Barking warning and ongoing monitoring Walla Walla - Barking warning and ongoing monitoring Jindera – Builders starting work out of allowed times. Warnings issued.
Pollution: Waste	

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections	1		1
Pre-Purchase Inspections			
OSMS Orders issued	1		
OSMS Orders Compliance Inspections	2	2	
Plumbers Site Inspections	1		
OSMS Upgrade Applications Received	2		
OSMS Approvals To Do Works Issued	2		
OSMS Approvals To Operate Issued	6		
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	1		
Vacant Land checks			

OTHER WORKS CONDUCTED

- RID online (Report Illegal Dumping online) updating with data entry.
- Holbrook and Culcairn and Jindera Landfill site works, land fill water pump and refuelling conducted
- Noise monitoring Jindera, Culcairn and Walla Walla Barking dogs
- Assist RSPCA with companion animal and stock welfare issues.
- Companion animal's data entry.
- 46 CRM's for October.
- Surface water issues in Jindera.
- Attended court hearings.
- Illegal dumping training.
- Humane destruction using firearms training.

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3. SENIOR WEEDS OFFICER'S REPORT – OCTOBER 2021

All roadside shoulder spraying has commenced and is ongoing throughout council.

Spraying of Cape Broom is ongoing throughout council.

Controlling and monitoring of Rabbit infestations throughout the council.

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

PART D

Attached, in **ANNEXURE 9**, are minutes of the following items:

- Culcairn Community Development Committee Meeting – 12 October 2021
- Walla Walla Community Hall Meeting – 11 October 2021
- Holbrook Business & Community Meeting – 4 October 2021
- Henty Community Development Committee Meeting – 1 November 2021