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**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
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MAYORAL MINUTE

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NOTICE OF MOTIONS

1. **NOTICE OF MOTION – SUPPORT PROVIDED BY COUNCIL TO FOUR BAY RFS BRIGADE STATION AT GEROGERY RECREATION RESERVE**

Notice of Motion submitted by Cr Tony Quinn

Cr Tony Quinn has submitted a Notice of Motion –

“That Greater Hume Council supports the establishment of a four bay RFS Brigade Station on the Gerogery Recreation Reserve.”

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OFFICERS' REPORTS – PART A - FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. **DEVELOPMENT APPLICATION 10.2021.138.1 – 2 LOT SUBDIVISION – LOT 15
DP4045 60 WALLACE STREET HOLBROOK**

Report prepared by Director Environment and Planning - Colin Kane

REASON FOR REPORT

Council is in receipt of a Development Application 10.2021.138.1 which is for a 2 lot subdivision at lot 15 DP4045, 60 Wallace Street Holbrook. The applicant is EDM Group and owner is P K Spokes and M R Spokes.

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

REFERENCE TO DELIVERY PLAN

None relevant.

DISCUSSION

Council received a development application dated 8 July 2021 which seeks approval for a 2 lot Torrens Title subdivision of lot 15 DP4045, 60 Wallace Street Holbrook. The proposed allotments are denoted as Lot 1 and Lot 2.

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

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

- Lot 1: 506m².
- Lot 2: 506m².

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

ASSESSMENT

A development application containing proposed plans **ANNEXURE 1** is required to be assessed by Council against the following 'matters for consideration' listed in Section 4.15 of the EP&A Act.

The application was notified to adjacent landowner on 9 July 2021 for a period of fourteen (14) days and no submissions were received.

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WALLACE STREET HOLBROOK [CONT'D]

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

State Environmental Planning Policies

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

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

Objectives of Village zone:

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

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

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

Clause 4.1 of the GHLEP 2012 stipulates that if development consent is required for subdivision of a lot (such as the subject land) that is shown on the Lot Size Map, then the size of any lot resulting from that subdivision is not to be less than the minimum size shown on the Lot Size Map. In this case both of the lots are 506m² and beneath the minimum lot size which is 600m²

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

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

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

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WALLACE STREET HOLBROOK [CONT'D]

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

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

 - b. *that there are sufficient environmental planning grounds to justify contravening the development standard.*

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

- Despite the proposal not meeting prescriptive numerical control of the development standard, the objectives of the standard are demonstrated to be achieved.
- Apart from the underlying object at Clause 4.1(1) of the GHLEP2012 there are also supporting objectives as expressed in Part 6.3 of the Greater Hume DCP in respect of Lot Design as follows:
 - To provide lots with areas and dimensions suitable for the proposed use.
 - To encourage lot design that will facilitate a high standard of subsequent development.

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

In response to subclause 3b the applicant indicates that although the proposed Lots 1 and 2 do not satisfy the development standard for minimum 600m² the creation of two lots at 506m² each is considered to be consistent with that of the prevailing mixed settlement pattern of Holbrook. It is the case that residential allotment in the locality vary in size and shape with much of the existing layout created many years before the introduction of the GHLEP 2012.

The proposed allotments are therefore not considered to be out of character with the pattern of residential allotments surrounding the subject site notwithstanding that it cannot satisfy the relevant development standard with regard to minimise site area. The objectives of the development standard set out in the DCP seek to create lots with areas and dimensions suitable for the proposed use and to encourage lot design that will facilitate a high standard of subsequent development. The proposed allotments of 506m² satisfactorily achieve these objectives.

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WALLACE STREET HOLBROOK [CONT'D]

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

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

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

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

The applicant's proposal to subdivide the subject land in itself will not raise any matter of significance for state or regional environmental planning. It is considered that the reduced lot size with a variance of 16% of the development standard will be acceptable.

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

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

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

It is anticipated that all services will be available.

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WALLACE STREET HOLBROOK [CONT'D]

Greater Hume Development Control Plan 2013

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

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

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WALLACE STREET HOLBROOK [CONT'D]

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

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WALLACE STREET HOLBROOK [CONT'D]

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

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WALLACE STREET HOLBROOK [CONT'D]

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

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

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WALLACE STREET HOLBROOK [CONT'D]

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

The site is suitable for the subdivision despite variances of 16% for each of the allotments from the minimum lot size requirement of the RU5 zone.

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

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

4.15(1)(e) The public interest

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

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

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

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

RECOMMENDATION

Pursuant to Clauses 4.16 and 4.17 of the Environmental Planning & Assessment Act 1979, Council approve a lot 15 DP4045 60 Wallace Street Holbrook subject to the following conditions of approval:

1. The development is to be carried out generally in accordance with the approved plan (inclusive of amendments made in red ink) and accompanying report endorsed DA10.2021.138.1 except where amended by any conditions of this consent .
2. Prior to the issue of a Subdivision Certificate for any lot the applicant shall provide to Council for approval:
 - a. Written advice from Essential Energy and Telstra indicating the availability of electricity and telecommunications to each lot.

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WALLACE STREET HOLBROOK [CONT'D]

- b. **Payment of the following Development Servicing Plan (DSP) charges for sewer:**
 - ii) Sewer \$4390.
NB. Contributions are due prior to the release of the Subdivision Certificate and will be calculated or recalculated at the rate applicable under the plans current at the time of payment.
 - c. Developer must make an application for a certificate of compliance for water supply from Riverina Water and supply a certificate of Compliance for water supply. Note: Additional Fees and Charges for water supply maybe incurred by the proposed development.
 - d. Verification is to be provided attesting that all internal services have been relocated so as to not cross the newly created property boundary.
3. Prior to the issue of a Subdivision Certificate for any lot the applicant shall undertake the following works in accordance with Councils specifications and at the applicant's expense:
 - a. New Driveway crossovers to be constructed for Lot 1 to Council's 'Joining of residential crossing onto existing drive invert' specifications.
 - b. Existing dwelling (proposed Lot 1) Inspection Shaft (PV) for sewer to be relocated on proposed Lot 1. Proposed Lot 2 to be connected to Holbrook Sewer Scheme at applicant's cost. Easements to be created over sewer main and side line servicing Lot 20 DP4045.
 - c. No existing nature strip trees to be disturbed during driveway crossover construction
 4. All easements necessary to ensure the supply of services and access shall be provided.
 5. No trees shall be removed from this land as a result of the subdivision without the written permission of Council.
 6. Any works associated with this development shall be undertaken in accordance with Council's Soil and Water Management Guidelines for Subdivisions.
 7. Written notice shall be given to Council seven (7) days prior to the commencement of any works associated with the subdivision.
 8. This consent shall lapse if the development hereby permitted is not physically commenced within five (5) years of the date of consent.
 9. During construction, work must be conducted in a manner so as not to be injurious to health and amenity by reason of noise, vibrations, smells, dust, stormwater runoff, sediment loss, placement of building materials and wastes, rubbish, footway interference, traffic generated, hours of operation and the like.
 10. **Aboriginal Heritage**
In the event an item of archaeological significance is revealed during any works then work is cease and the existence of the artefact and its location is to be reported to the Office of Environment and Heritage.

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WALLACE STREET HOLBROOK [CONT'D]

11. Subdivision Certificate will only be issued upon completion of "Application for Subdivision Certificate" (to be lodged on NSW Planning Portal) and payment of the fee applicable when the subdivision certificate is issued.

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GOVERNANCE

1. POSTPONEMENT OF THE 2021 LOCAL GOVERNMENT ELECTIONS

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Councillors the impacts of postponing the 2021 local government elections from 4 September to 4 December 2021.

DISCUSSION

As Councillors are aware the 2021 local government elections have been postponed from 4 September to 4 December 2021. The impact on the position of Mayor, Deputy Mayor and Council meetings dates is outlined below.

1. Election of Mayor

Section 290 (1) (a) the Local Government Act, 1993 (the Act) states that the election of the Mayor must occur within 3 weeks after the ordinary election.

Section 290 (3) the Act states that an election of Councillors does not conclude until the declaration of the election of all councillors of the council concerned.

The Office of Local Government has advised that it is anticipated that Electoral Polls will be declared progressively between 21 – 23 December which will require the first meeting of the new Council to be held in the week commencing 10 January 2022. It should be noted that postal votes received up to 17 December 2021 can be included in the vote.

The table below outlines possible dates for the first meeting of the newly elected Council.

Poll declared	First meeting no later than
Tuesday 21 December 2021	Tuesday 11 January 2022
Wednesday 22 December 2021	Wednesday 12 January 2022
Thursday 23 December 2021	Thursday 13 January 2022

It should be noted that the Mayor ceases to hold the office of Mayor or a Councillor on 4 December and therefore Council will be without an elected spokesperson for almost six weeks.

Whilst Council resolved to elect the Mayor for a period ending on 4 September 2021 section 230 (1) of the Act states that Mayor elected by Councillors hold the office of mayor for 2 years, subject to this Act. This is confirmed by Circular 21-20 of the 25 July 2021.


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POSTPONEMENT OF THE 2021 LOCAL GOVERNMENT ELECTIONS [CONT'D]

Accordingly Cr Wilton will continue to hold the position of the Mayor through to election day on 4 December.

A copy of Circular 21-20 is included below for Councillors information.

Strengthening local government



**Office of
Local Government**

Circular to Councils

Circular Details	21-20/ 25 July 2021
Previous Circular	20-25 <i>The date of the next ordinary local government elections is 4 September 2021</i>
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance Team/ 02 4428 4100/ olg@olg.nsw.gov.au
Action required	Information

Postponement of the local government elections to 4 December 2021

What's new or changing

- The Minister for Local Government has published an order in the Gazette under section 318C of the *Local Government Act 1993* (the Act) postponing all council elections to **4 December 2021**.
- The decision to postpone all council elections has been made in response to the escalating outbreak of the Delta variant of the COVID-19 virus in Greater Sydney and the potential for further outbreaks in regional areas.
- The decision has been made in consultation with and on the advice of the NSW Electoral Commissioner and NSW Health

What this will mean for your council

- Current councillors and popularly elected mayors will continue to hold their civic offices until council elections are held on 4 December 2021.
- The order made under section 318C continues the suspension of the requirement to hold by-elections to fill vacancies for the period specified in the order.
- Councils will not be required to hold by-elections to fill vacancies or to apply to the Minister to dispense with the requirement to hold a by-election before ordinary council elections are held on 4 December 2021.
- The making of the order will not affect the requirement to hold mayoral elections.
- Mayoral elections must be held for mayors elected in September 2019 when their two year-terms expire in September 2021.
- Mayors elected in September 2020 will continue to hold office until council elections are held on 4 December 2021.
- Chairpersons of county councils now hold office for two years.
- Chairpersons of county councils elected in September 2020 will continue to hold office until council elections are held on 4 December 2021.
- The composition of joint organisation boards may need to change in September 2021 if mayors of member councils elected by councillors are not re-elected.
- The postponement of the next ordinary local government elections will not affect the timing of future council elections, and the subsequent ordinary local government elections will still proceed in September 2024.

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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 18 AUGUST 2021**

POSTPONEMENT OF THE 2021 LOCAL GOVERNMENT ELECTIONS [CONT'D]

Key points

- The local government elections were previously postponed to 4 September 2021 by orders made under section 318B of the Act.
- The order made under section 318C revokes the previous order and appoints 4 December 2021 as the day on which all council elections will be held.

Where to go for further information

- Further information is provided in the FAQ which is available on the Office of Local Government's website [here](#).
- For further information, please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

**Kiersten Fishburn
Coordinator General, Planning Delivery and Local Government**

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POSTPONEMENT OF THE 2021 LOCAL GOVERNMENT ELECTIONS [CONT'D]

2. Election of Deputy Mayor

Whilst Council also elected a Deputy Mayor; being Cr Meyer at the September 2020 Council meeting for a period ending on 3 September it will be necessary to consider whether Council wishes to elect a Deputy Mayor at the September 2021 Council meeting for the period from the September Council meeting to election day on 4 December.

Section 231 (1) of the Act states that Councillors *may* elect a person from within their number to be the Deputy Mayor. However it should be noted that Council does not have to elect a Deputy Mayor.

Accordingly a report on this matter will be submitted to the September 2021 Council meeting for consideration by Councillors.

3. Scheduling of Council meetings for the remainder of 2021 calendar year

With the postponing the elections until 4 December it will not be possible to hold a meeting after the election and prior to the Christmas/New Year period therefore it is recommended that a meeting be held on Wednesday 1 December 2021. This potentially has an impact on suitable dates for the October and November meetings.

The following meeting scheduled is proposed from September 2021 to January 2022

Month	Proposed meeting date	Comment
September 2021	Wednesday 15 September	Normal Council meeting date
October 2021	Wednesday 13 October	Four weeks between meetings
November 2021	Wednesday 10 November	Four weeks between meetings
December 2021	Wednesday 1 December	Three weeks between meetings
January 2022	Week commencing 10 January 2022	No more than three weeks after election result declared

BUGDET IMPLICATIONS

There no specific financial implications from the deferral of the local government elections that the Authors is aware of at this point.

CONCLUSION

As Councillors are aware the 2021 local government elections have been postponed to Saturday 4 December. This creates a number of logistical issues including potentially Council without an elected Mayor over the Christmas/New Year period and scheduling of Council meetings to the end of the year.

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POSTPONEMENT OF THE 2021 LOCAL GOVERNMENT ELECTIONS [CONT'D]

RECOMMENDATION

1. That Council note the report in relation to the term of Mayor
2. A report on the election of the Deputy Mayor be submitted to the September 2021 Council meeting and
3. The following meeting schedule be adopted by Council for the remainder of the 2021 calendar year and January 2022:

Month	Proposed meeting date	Comment
September 2021	Wednesday 15 September	Normal Council meeting date
October 2021	Wednesday 13 October	Four weeks between meetings
November 2021	Wednesday 10 November	Four weeks between meetings
December 2021	Wednesday 1 December	Three weeks between meetings
January 2022	Week commencing 10 January 2022	No more than three weeks after election result declared

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2. LOCAL GOVERNMENT NSW ANNUAL CONFERENCE – SUNDAY 28 TO TUESDAY 30 NOVEMBER 2021

Report prepared by General Manager – Steven Pinnuck

REASON FOR REPORT

For Councillors to consider Conference motions put forward for consideration for submission to Local Government NSW at the Annual Conference.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective We lead a vibrant, connected and inclusive community

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

DISCUSSION

At the July Council meeting the following was resolved.

1. That the Mayor and Deputy Mayor attend the Local Government NSW Annual Conference as voting delegates and the General Manager (or his delegate) and one other Councillor attend as Observers
2. Potential motions be submitted to the General Manager no later than Friday 6 August to facilitate a report to the August meeting of Council.

In relation to item 2 Cr Meyer has requested that a motion be put forward on the introduction of property based Emergency Services Property Levy.

It is recommended that Council resubmit a motion to the 2019 Local Government Conference to which the motion and the accompanying note is outlined below:

Emergency Services Levy

That Local Government NSW lobbies the State Government to recommence the introduction of a property based Emergency Services Property Levy as a separate and identifiable line item on the Annual Rates and Charges Notice.

Note

As delegates will recall the from 1 July 2017, the NSW Government planned to abolish the Emergency Services Levy (ESL) on insurance policies and replace it with an Emergency Services Property Levy (ESPL), paid alongside council rates.

Unfortunately the introduction of a property based ESPL was abandoned by the State Government at the eleventh hour in May 2017.

It was promoted as a fairer model for funding fire and emergency services as the burden of funding these services would no longer just fall only on those with property insurance, but all landowners.

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LOCAL GOVERNMENT NSW ANNUAL CONFERENCE – SUNDAY 28 TO TUESDAY 30
NOVEMBER 2021 [CONT'D]

Council contends that it is still a much fairer model and also had added benefit of being a separate and identifiable line item that would clearly indicate to ratepayers the cost of maintaining emergency services in NSW.

Greater Hume Shire Council seeks that LGNSW lobby the NSW State Government to reconsider the introduction of an ESPL.

In recent years there has been numerous motions put forward on fire and emergency services in NSW and Local Government NSW has tended to group these motions together. This can cause important aspects of some motions to be lost which was the case in relation to the motion above. Therefore it is recommended that Council specifically request that the above motion not be grouped with other motions with a broader scope.

Councillors are advised that as the September Council elections have been deferred there is an opportunity to consider further motions at the meeting to be held on 15 September which can then be lodged by the closing date for submission of motions; 27 September 2021.

BUDGET IMPLICATIONS

Nil at this time.

CONCLUSION

The report has been submitted to allow Councillors the opportunity to consider the introduction of a property based Emergency Services Levy and advise that further motions can be considered at the September 2021 Council meeting.

RECOMMENDATION

1. That Council submit the following motion to the 2021 Local Government Conference

Emergency Services Levy

That Local Government NSW lobbies the State Government to recommence the introduction of a property based Emergency Services Property Levy as a separate and identifiable line item on the Annual Rates and Charges Notice.

Note

As delegates will recall the from 1 July 2017, the NSW Government planned to abolish the Emergency Services Levy (ESL) on insurance policies and replace it with an Emergency Services Property Levy (ESPL), paid alongside council rates.

Unfortunately the introduction of a property based ESPL was abandoned by the State Government at the eleventh hour in May 2017.

It was promoted as a fairer model for funding fire and emergency services as the burden of funding these services would no longer just fall only on those with property insurance, but all landowners.

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LOCAL GOVERNMENT NSW ANNUAL CONFERENCE – SUNDAY 28 TO TUESDAY 30
NOVEMBER 2021 [CONT'D]

Council contends that it is still a much fairer model and also had added benefit of being a separate and identifiable line item that would clearly indicate to ratepayers the cost of maintaining emergency services in NSW.

Greater Hume Shire Council seeks that LGNSW lobby the NSW State Government to reconsider the introduction of an ESPL.

2. Local Government NSW be advised that Council does not want the motion to be grouped with motions with a broader scope and
3. Further motions for Conference be submitted to the General Manager by Friday 27 August to enable a further report to be submitted to the September 2021 Council meeting.

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**3. BUSHFIRE COMMUNITY RECOVERY AND RESILIENCE FUND GRANT (BCRRF)
- APPLICATIONS APPROVAL**

Report prepared by Bushfire Relief Administration Officer – Tania Saunders

REASON FOR REPORT

To seek approval to fund applications received under the BCRRF grants program.

To further advise that a report will be presented at the September council meeting to seek a variation for the acquisition of an emergency equipment kit for the council use in an emergency event.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

The Greater Hume BCRRF grants program has a total of \$135,000 available for community groups and community organisations to apply for grants of between \$2,000 and \$20,000.

The programs objectives are:

- Meet the diverse and changing needs of the impacted residents/volunteers as they recover from the 2019/2020 bushfires;
- Assist groups and communities to develop local solutions that build on and /or enhance the wellbeing of impacted residents/volunteers;
- Identify opportunities and develop strategies that nurture the ideas and aspirations of residents of the Greater Hume;
- Support whole communities or specific groups within communities; and
- Promote a positive image of the Greater Hume to residents and visitors.

Recently council called for applications from organisations within the shire and promoted the availability of the grant through social media, the Holbrook Happenings and directly contacted targeted RFS brigades.

Council has received 3 applications that have met the required program objectives for the BCRRF grants program.

Applicant	Project	Amount Requested
Wantagong Rural Fire Shed	New Generator & PMR Radio	\$6,219.31
Holbrook Meals on Wheels	Are you fire Ready? Project	\$15,871.00
Bowna Wymah Fire Shed	Chairs, new poly water tank and gazebo.	\$4,100.05
	Total expenditure	\$26,190.36

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**BUSHFIRE COMMUNITY RECOVERY AND RESILIENCE FUND GRANT (BCRRF) –
APPLICATIONS APPROVAL [CONT'D]**

Emails have been sent to the Greater Hume Council Grants Committee for comment and approval.

Councillor O'Neill and Councillor Quinn support all three applications. It was suggested by Councillor Quinn that a variation to the funds be made, to allow the Greater Hume Council to establish an emergency equipment kit which could include (but not limited to) the following:

- Marquee (6m x 6m, with the clearance to allow a vehicle to drive under)
- Minimum 15kva generator
- 2 x Community fire fighting trailers
- Fast fill pump and trailer
- Communications (eg. Satellite phone or similar)
- Other inclusions still to be identified.

In this regard it is intended to present a further report to the September meeting.

Due to the low numbers of applicants, it is intended to call applications for a Round 2, with all RFS brigades being invited to apply.

BUDGET IMPLICATION

Nil.

Funding provided by the NSW Government Phase Two Bushfire Community Recovery and Resilience Fund (BCRRF).

CONCLUSION

The Greater Hume Bushfire Community Recovery and Resilience grant program has a total of \$135,000 available for community groups and community organisations to apply for grants of between \$2,000 and \$20,000.

In this first round three eligible applications from community and local rural fire brigade have been received.

Feedback from the members of the grants committee have suggested that an allocation be made to fund the purchase of an emergency equipment kit.

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BUSHFIRE COMMUNITY RECOVERY AND RESILIENCE FUND GRANT (BCRRF) –
APPLICATIONS APPROVAL [CONT'D]

RECOMMENDATION

That:

1. The applications in the table below be approved.

Applicant	Project	Amount Requested
Wantagong Rural Fire Shed	New Generator & PMR Radio	\$6,219.31
Holbrook Meals on Wheels	Are you fire Ready? Project	\$15,871.00
Bowna Wymah Fire Shed	Chairs, new poly water tank and gazebo.	\$4,100.05
	Total expenditure	\$26,190.36

2. A further report be submitted to the September council meeting with the view of seeking a variation to the grant to include the acquisition of an emergency equipment kit.

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CORPORATE AND COMMUNITY SERVICES

1. INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021

Report prepared by Chief Financial Officer – Dean Hart

REASON FOR REPORT

To present the Interim Budget Review as at 30 June 2021 in accordance with Section 203 of 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

The Interim Budget Review as at 30 June 2021 is attached as **ANNEXURE 2**. The Budget Review, as presented, indicates that the projected 2020/2021 cash deficit will be \$184,480 which represents a negative movement of \$185,960 on the budget surplus of \$1,480 reported to Council at the 31 March 2021 budget review. This deterioration is primarily due to the unfunded amount of expenditure of the North Henty rail crossing project. The Director Engineering is preparing a detailed report on this project which will be presented to the September 2021 Council meeting.

OVERALL BUDGET REVIEW

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

GOVERNANCE & ADMINISTRATION

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Elected Members Expenses Satisfactory Unspent election budget carried forward	-2,919	+32,728
Risk Management Satisfactory.	Nil	Nil
Governance, Corporate Services Administration and Customer Service Centres Overall Corporate Services Administration resulted in a small positive budget variance. Salaries and Wages exceeded budget estimates however this was offset by savings in areas such as training and conferences and seminars which were cancelled due to COVID. Maintenance and operations of Council offices resulted in a small positive budget saving. Total costs for 2020/21 for COVID mitigation activities was \$31,248. Overhead recoveries exceeded budget estimates by \$64,349 due to additional recoveries from children services operations.	+24,663	+81,697

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Information Technology Services Satisfactory Unexpended budget allocations for capital equipment and software licences carried forward.	+194	+104,000
Employment On-Costs Final reconciliation of employment on-costs and engineering overhead recoveries reconciled and net surplus of overhead recoveries has not been completed and will be finalised during preparation of the financial statements.	Nil	Nil
Engineering Administration Final engineering administration salaries were within budget estimates. Overall other costs satisfactory. A preliminary reconciliation of On cost recovery generated through works resulted in a budget improvement of \$10k.	+13,816	+41,961
Depot Administration and Maintenance Satisfactory	+71	+20,000
Plant Operations Satisfactory. Final reconciliation of Plant Reserve to be undertaken.	Nil	Nil
TOTAL GOVERNANCE & ADMINISTRATION	+35,825	+280,386

PUBLIC ORDER AND SAFETY

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Animal Control Animal impounding costs were \$14k below budget with savings mainly in salary & wages–overtime.	+18,536	Nil
Fire Services Final adjustment to budget following finalisation of Green Valley fire S44 claim. Total amount actually paid to Council was less than the estimated amount in the budget.	-15,367	Nil
Emergency Services Satisfactory	+933	Nil
TOTAL PUBLIC ORDER & SAFETY	+4,102	Nil

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

HEALTH SERVICES

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Health Administration Satisfactory. Additional revenue received from Licences and Permits. Operational expenditure under budget however the lower wage costs will offset over expenditure on wages in other areas within Environment & Planning.	+42,179	Nil
TOTAL HEALTH SERVICES	+42,179	Nil

ENVIRONMENT

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Waste Management Satisfactory. Income from loose fill asbestos fees and recycling income have been taken to reserve. Unexpended budget for weighbridge at Culcairn has been carried forward.	-76	+264,398
Noxious Animals & Insects Satisfactory	+4,037	+5000
Noxious Plants Satisfactory.	-430	Nil
Street Cleaning Satisfactory. Savings in street sweeping across Council's Towns and Villages.	+20,696	Nil
Stormwater Maintenance & Drainage Satisfactory. Storm Water Maintenance was under budget by \$9k A number of uncompleted major capital projects including Molkenntin Road works have been carried forward.	+9,325	+448,189
TOTAL ENVIRONMENT	+33,552	+717,587

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

COMMUNITY SERVICES AND EDUCATION

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Children Services The final reconciliation of all children services activities resulted in a surplus position of Children Services function has achieved a surplus for the year of \$83,541 which has been transferred to reserve. This is a positive result given the impacts of COVID and ongoing challenges in relation to staffing.	Nil	Nil
Preschools Satisfactory	+1,309	Nil
Youth Services Satisfactory	+2,181	Nil
Community Housing Satisfactory	Nil	Nil
Frampton Court Rental Units Satisfactory..	Nil	Nil
Kala Court Rental Units Satisfactory	Nil	Nil
Kala Court Self-Funded Units Satisfactory	Nil	Nil
Aged Care Rental Units – Culcairn Satisfactory	Nil	Nil
Aged Care Rental Units – Jindera Satisfactory	Nil	Nil
Other Community Services Satisfactory Staffing costs relating to the production of the Holbrook happenings are accounted for within the library services budget. This surplus of income over expenditure resulted will offset the budget deficit in the public library area.	+17,596	Nil
TOTAL COMMUNITY SERVICES & EDUCATION	+21,086	Nil

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

HOUSING AND COMMUNITY AMENITIES

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Street Lighting Operating costs for street lighting has decreased significantly as a result of the installation of the new LED lighting. The cost of the LED lighting installation has been finance by internal reserves and will be repaid over the next six years from savings in electricity cost.	Nil	Nil
Public Cemeteries Satisfactory	+125	+3,235
Town Planning Wages exceeded budget in this area by \$45k, however, as mentioned above this is offset as wage costs in other areas of Environment & Planning are below budget. Increased development activity resulted in total S7.12 contributions of \$346,482 which has been taken to reserves.	-32,843	+28,000
Public Conveniences Combined operating and maintenance costs for public toilets lower than budget. Capital works at Gallipoli Victoria Cross Rest Area carried forward for completion in 2021/2022.	+9,998	+40,000
Council Owned Housing Satisfactory.	Nil	Nil
Wirraminna Environmental Education Centre Satisfactory	-429	Nil
Other Community Amenities Satisfactory	Nil	Nil
TOTAL HOUSING & COMMUNITY AMENITIES	-23,149	+71,235

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

RECREATION AND CULTURE

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Public Halls Satisfactory.	+1,069	+17,650
Libraries Wage Costs across all libraries exceeded budget projections however this is offset by the budget surplus achieved through the Holbrook Happenings newsletter.	-17,035	+25,364
Museums Satisfactory	+1,471	Nil
Swimming Pools Electricity costs lower than budget estimates.	+10,786	+118,000
Sporting Grounds & Recreation Reserves Operating and maintenance costs higher than budget due to increased demand for works to be undertaken at facilities across the shire. Also staff allocations have increased following the resurfacing projects at Henty, Holbrook, Culcairn and Jindera.	-68,660	+55,148
Parks & Gardens Maintenance costs were higher than budget estimates. Adjustment made to final budget estimates in relation to income and expenditure for Jindera adventure playground.	-28,100	+57,749
Other Cultural Services Satisfactory	Nil	Nil
TOTAL RECREATION & CULTURE	-100,469	+273,911

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

MINING, MANUFACTURING & CONSTRUCTION

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Building Control Income from construction certificates and associated fees exceeded budget estimates.	+25,314	+30,000
Quarries & Pits Satisfactory	Nil	Nil
TOTAL MINING, MANUFACTURING & CONSTRUCTION	+25,314	+30,000

TRANSPORT AND COMMUNICATIONS

Function and comment	Projected Budget Variance \$	Amount Carried Forward
FAG Grant – Roads Component Final amount received exceeded original budget estimate.	+22,451	Nil
Urban Roads Local Urban Road and tree maintenance exceeded budget estimates due to the high number of complaints regarding tree maintenance issues which required attention	-55,674	+657,241
Sealed Rural Roads – Local North Henty rail crossing report to be submitted to September 2021 Council meeting.	-197,352	+431,812
Sealed Rural Roads – Regional Satisfactory.	Nil	+196,685
Unsealed Rural Roads - Local Maintenance exceeded budget due to extensive works carried out in May/June 2021 as a result of favourable weather conditions. Uncompleted gravel resheeting works carried forward in full.	-14,898	+984,108
Bridges Maintenance and capital expenditure lower than budget.	+6,012	+50,000

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Kerb & Gutter Maintenance and capital expenditure lower than budget.	+11,319	Nil
Footpaths Satisfactory	+812	+121,288
Aerodromes Satisfactory. Maintenance costs lower than budget.	+4,072	Nil
Bus Shelters Satisfactory.	+4,175	+10,000
Ancillary Road Works Satisfactory.	+376	+116,600
PAMPS and CYCLEWAYS Satisfactory. No works undertaken and full allocation carried forward.	Nil	+200,000
State Roads RMCC Works Satisfactory	Nil	Nil
Road Safety Officer Satisfactory. Overall costs of the RSO project lower than budget. Contributions are above budget and consistent with the previous financial year.	-2,846	Nil
TOTAL TRANSPORT & COMMUNICATIONS	-221,553	+2,767,734

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

ECONOMIC AFFAIRS

Function and comment	Projected Budget Variance \$	Amount Carried Forward
Jindera Medical Centre Satisfactory	Nil	Nil
Caravan Parks Overall operating expenses for the Culcairn caravan park lower than budget.	+8,065	+50,000
Tourism Operations and Visitor Information Centre Satisfactory	+3,323	Nil
Submarine Museum Satisfactory.	-1,170	Nil
Economic and Community Development Satisfactory	+1,922	Nil
Community Development Grants Satisfactory.	Nil	+21,947
Community Development Projects Satisfactory	+1,547	Nil
Real Estate Development Rental income lower than budget due to postponement of commercial rentals due to COVID.	-16,311	Nil
Real Estate Sales Satisfactory	Nil	Nil
Private Works Final reconciliation of private works to be undertaken.	-9,035	Nil
TOTAL ECONOMIC AFFAIRS	-11,659	+71,947

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

GENERAL PURPOSE REVENUES

Function and comment	Projected Budget Variance \$	Amount Carried Forward
FAG Grant – General Component Final amount received exceeded original budget estimate.	+24,144	Nil
Interest on Investments Council continues to receive record low returns on investments.	-28,255	Nil
Rates Adjustment to reflect actual YTD rate income	+12,923	Nil
TOTAL GENERAL PURPOSE REVENUES	+8,812	Nil

SUMMARY OF BUDGET VARIATIONS	Projected Budget Variance \$	Amount Carried Forward
	-185,960	+4,212,800

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INTERIM 2020/2021 QUARTERLY BUDGET REVIEW AS AT 30 JUNE 2021 [CONT'D]

WATER AND SEWERAGE

General income and expenditure figures appear to be satisfactory.

UNCOMPLETED WORKS AND RESERVE BALANCES

Preliminary reconciliations of uncompleted works and restricted reserve balances are included in the budget papers for Councillor's information.

SUMMARY

Council's overall budget position has deteriorated as at 30 June 2021. It should be stressed however that the budget review figures quoted in this report are interim figures only and Council's true financial position will not be confirmed until such time as the financial statements and associated audit processes are completed.

RECOMMENDATION

That Council note and approve the Interim Budget Review Statement including proposed amounts to be carried forward as at 30 June 2021.

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2. AUDIT, RISK & IMPROVEMENT COMMITTEE REPORT – YEAR ENDED 30 JUNE 2021

Report prepared by David Maxwell – Chair, Audit, Risk & Improvement Committee

REASON FOR REPORT

This Report is made in accordance with clause 5 of the Committee’s Charter and covers the financial year ended 30 June 2021.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

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

DISCUSSION

Committee membership during the period:

Meetings attended

Independent External Members

David Maxwell (Chairperson) 5

John Batchelor 5

Council Committee Members

Mayor Heather Wilton 4

Cr Tony Quinn 4

Cr Lea Parker 2

Also attended

General Manager, Steven Pinnuck 3

Director Corporate & Community Services, David Smith 3

Chief Financial Officer, Dean Hart 4

Risk Officer, Jackie Lister 3

Accounting Officer, Camilla Webb 1

Internal Audit and External Audit representatives have also attended as required.

Committee meetings during the period

The Committee met on 4 August 2020, 27 October 2020, 2 February 2021 and 4 May 2021, and a special meeting to consider the draft Annual Financial Statements on 8 September 2020. Attendances at meetings have included telephone and Zoom where appropriate.

Reporting lines

The Committee reports to Council after each meeting in the form of minutes (all Councillors also receive copies of Committee agendas) and provides an annual report of activities undertaken each year.

To further inform Councillors of the deliberations of the Committee, the Chairman has commenced providing a summary of the matters considered at each meeting, additional to the formal minutes.

The Committee Chairman will take the opportunity to formally present this report to Council, and to answer any questions Councillors may have on the role and operations of the Committee.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 18 AUGUST 2021**

AUDIT, RISK & IMPROVEMENT COMMITTEE REPORT – YEAR ENDED 30 JUNE 2021
[CONT'D]

Approach of the Committee

The Committee takes what may broadly be described as a “risk management” approach which includes:

- monitoring the risk exposure of Council
- reviewing the level of resources allocated to internal audit and the scope of its authority
- reviewing the scope of internal audit plans and the effectiveness of the function
- reviewing reports of internal audit and the extent to which Council and management react to matters raised by internal audit
- facilitating liaison between the internal and external auditor to promote compatibility, to the extent appropriate, between their audit programs
- critically analysing and following up on any internal or external audit report that raises significant issues relating to risk management, internal control, financial reporting and other accountability or governance issues raised
- identifying and referring specific projects or investigations deemed necessary through the General Manager, internal auditor and the Council as appropriate
- addressing issues brought to the attention of the Committee that are within the parameters of its terms of reference
- considering and recommending any changes to the Committee’s Charter and the Internal Audit Charter.

Annual Financial Statements and External Audit

At its meeting held 8 September 2020 the Committee reviewed the draft Annual Financial Statements for the year ended 30 June 2020 and directed questions to the external auditors in attendance and to Council’s Finance & Administration Manager. The Committee reported to Council that it knew of no matter that would prevent Council from executing the certificates required by section 413 of the Local Government Act.

The Committee has also reviewed all correspondence from the external auditor in relation to the external audit and has not identified any specific matter to which it wishes to draw the attention of the Council. The major items of correspondence were:

- Audit Reports 2020
- Final Management letter 2020
- Engagement Closing Report 2020
- Annual Engagement Plan 2021

External audit continues to hold the view that Council should recognise RFS assets in the financial statements, and claims this omission to be an immaterial unadjusted error. Management holds the view that Council lacks the necessary control for these assets to qualify for recognition. The Committee supports management’s view.

Internal Audit operations during the period

Since 1 July 2019 internal audit services have been provided by National Audits Group as external contract suppliers, and they report administratively to the General Manager and functionally to the Committee.

The Committee has considered Internal Audit Reports on the following matter:

- Sec 355 Committees
- Events & Festival Management
- Public Health Compliance

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AUDIT, RISK & IMPROVEMENT COMMITTEE REPORT – YEAR ENDED 30 JUNE 2021
[CONT'D]

We acknowledge that implementation of recommendations requires the commitment of significant resources, particularly at senior officer level. The Committee will continue to take an active role in the scoping of internal audit assignments with a view to more precise targeting of assignments to specific areas of risk. It is expected that this will reduce the range and number of recommendations that require the attention of senior staff.

The Committee has continued to monitor management action in relation to issues raised in previous Internal Audit reports.

Other Reports referred to the Committee

Other reports considered by the Committee include:

- Statewide Mutual Continuous Improvement Program
- Status of Council Owned land

Review of these additional reports enables the Committee to monitor management's responses to risks in areas not subject to specific internal audit assignments, and in some cases makes it unnecessary to commission internal audit assignments for those areas.

Risk Management

Progress has continued on the development of the Enterprise Risk Register and this is nearing the point where it can inform the development of the forward internal audit program.

Other Committee Operations

The Committee's Charter requires a periodic formal review of its performance. Attempts have been made to do this by using Survey Monkey, but the response has been low. We will continue to try to develop ways that we can better serve the Council, and your feedback will assist.

In May a verbal report was received that an OLG Principal Policy Officer foreshadowed further consultation on the arrangements consequent on the 2016 amendments to the Local Government Act for ARICs. This consultation was to take place in "early 2021", with the framework to be released and regulations and guidelines made in "mid 2021". The framework was stated to commence in "March 2022", with full compliance required by "March 2027".

At the time of writing nothing further has been heard, nor has the foreshadowed consultation for "early 2021" taken place. As it appears that there will be at least some transition period, until further information is received the Committee will continue to operate as if there are no changes pending. However, such matters as the scheduled review of the Committee's Charter will be deferred until the situation is clarified.

Staff

The Committee wishes to formally record its appreciation for the assistance it has received from the General Manager, Steven Pinnuck, Director of Corporate & Community Services, David Smith, Chief Financial Officer, Dean Hart and Risk Officer, Jackie Lister throughout the year. In particular, we wish to express our admiration for the way in which Steven Pinnuck has discharged his duties since the formation of the Council, and wish him well in his retirement.

BUDGET IMPLICATIONS

Nil

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AUDIT, RISK & IMPROVEMENT COMMITTEE REPORT – YEAR ENDED 30 JUNE 2021
[CONT'D]

CONCLUSION

Council's Audit, Risk & Improvement Committee continues to operate effectively and will continue to monitor management action in relation to issues raised in previous Internal Audit reports.

RECOMMENDATION

That the Audit, Risk and Improvement Committee Report to 30 June 2021 be adopted.

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3. CONTRIBUTION TO SOUTHERN SPORTS ACADEMY

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To seek Council approval to make a contribution to the Southern Sports Academy for the 2021/2022 year.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

As Councillors would be aware, Council has for many years made an annual contribution to the Southern Sports Academy to assist young athletes who are attending the Academy.

Correspondence has now been received confirming that for the 2021/2022 year Greater Hume will be represented by three young people in a range of sports. A copy of the correspondence is below:

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CONTRIBUTION TO SOUTHERN SPORTS ACADEMY [CONT'D]



PO Box 8545, Koorinal NSW 2650
P: 02 6931 8111 | F: 02 6931 8011
www.ssa-nsw.org.au
ABN 15 193 274 996

Monday, 5 July 2021

Mr Steven Pinnuck
General Manager
Greater Hume Shire Council
PO Box 99
Holbrook 2644

Dear Steven,

The Southern Sports Academy (SSA) continues to provide elite young athletes from Southern NSW with cutting edge development programs designed to assist them in their pursuit of higher-level sporting achievements. The Academy has built on its focus of ensuring that athletes that graduate from the Academy do so as more rounded individuals possessing the necessary sporting and life skills to excel in the next phase of their lives.

SSA has been an active facilitator of sport in New South Wales for many years funded primarily through the State Government of the time, together with contributions from LGA's and other valuable partnerships. With the current challenges in mind and knowing that budget decisions may be affected, we felt it important to keep you informed of the academies continued action to support sport and regional youth in southern NSW.

All regional academy (RASI) operations offices with a collective network of 35 staff have been diligently working through Covid to continue giving our 2,500 athletes hope for their future. Our efforts have been well considered against the need to ensure effective mental health initiatives.

From the outset of the pandemic, our academy has maintained a positive outlook that focused on achieving engagement not only with our athletes but also with our many other stakeholders - parents and caregivers, our many volunteers, coaches and administrators, sponsors, Local Government authorities to name a few!

Primary among our strategies was the promotion of our sector-leading educational program (which has been gradually developed through our partnership with Clubs NSW). Each Academy has taken an individual approach with the online courses as the core and added websites, webinars, competitions, recipe ideas, one on one strength and conditioning sessions to the mix.

Every athlete within our programs, their parents/caregivers, brothers and sisters have been able to access these online programs free of charge. As a result, a remarkable (and growing) amount of engagement and positive media coverage has been achieved throughout the State with many outlets asking for further stories and updates. The results demonstrate that necessity can be the catalyst for innovation and efficiency.

SSA have also been active across various social media channels including Facebook, Instagram, Twitter and Team App to facilitate our messages and continue engagement.

Other network actions have included:

- Staff calling athletes individually to check on their mental and physical health and well-being;
- voluntary governance teams meeting regularly to brainstorm ideas and institute change where required;
- Weekly squad Zoom sessions

Member of: REGIONAL ACADEMIES OF SPORT

Proudly Supported By: NSW Office of Sport

Your local club

ACTIVE

WORKSMART

SthSportsAcad

facebook.com/SouthernSportsAcademy

southernsportsacad/

Reach Your Goals!

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CONTRIBUTION TO SOUTHERN SPORTS ACADEMY [CONT'D]



PO Box 8545, Koorringal NSW 2650
P: 02 6931 8111 | F: 02 6931 8011
www.ssa-nsw.org.au
ABN 15 193 274 996

- the activation of school contacts to spread messages and promotion;
- live social media instruction;
- engagement with industry stakeholders for secondary market support.

At a management level and state level, the RASi Board of Directors representing every Academy continues to meet weekly to share ideas and forge a way forward. Individual Boards at regional level are meeting regularly and ideas are shared widely across the network and indeed the sports sector.

RASi has been included as part of the COVID-19 Recovery Group for our sector alongside the Office of Sport, Sport NSW and State Sporting Organisations.

Simply, at an individual and collective level we are taking strong action to ensure the future prosperity of sport and the welfare of our regional youth, and we remain committed to being integral to the economic and social recovery in our State.

Our Academy was very excited to announce that we have been awarded the prestigious Academies Games for 2022, 2023 and 2024. This will bring thousands of athletes, parents, coaches and staff from all over NSW to our region, also giving us the chance to showcase the region.

Since the inception of the Academy in 1992, the collective contributions of LGA's from around the region have been vital not only to the success of the Academy, but also to its survival. Historically the Academy has invited you to contribute to the development of athletes from your Local Government Area by contributing \$200 per athlete to the Southern Sports Academy. We have found that there have been an increased number of councils that have declined to provide assistance, sadly putting at risk the sustainability of the Academy on a broader scale, as such we are extremely appreciative of your continued support.

Your area is currently represented in the Academy by:

Given	Surname	Town	LGA	Sport
Ellie	Wright	Gerogery 2642	Greater Hume	Basketball
Dylan	McDowell	Holbrook 2644	Greater Hume	Rugby
Claudia	Hocking	Mullengandra 2644	Greater Hume	Basketball

On behalf of athletes from your region, we look forward to your continued support.

Yours sincerely,

Lincoln Kennedy
Chairman



Your local club



SthSportsAcad

facebook.com/SouthernSportsAcademy

southernsportsacad/

Reach Your Goals!

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CONTRIBUTION TO SOUTHERN SPORTS ACADEMY [CONT'D]

In previous years, Council's contribution has been based \$200 per attendee. That being the case, it is recommended that Council provide a contribution of \$600 to the Southern Sports Academy for the 2021/2022 year.

BUDGET IMPLICATION

Minor increase of \$600 in Council's expenditure budget.

CONCLUSION

Greater Hume is now represented at the Southern Sports Academy by three young people in a range of sports. That being the case, it is recommended that Council provide a contribution of \$600 to the Southern Sports Academy for the 2021/2022 year.

RECOMMENDATION

That Council provide a contribution of \$600 to the Southern Sports Academy for the 2021/2022 year.

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4. DRAFT COMMUNITY ENGAGEMENT STRATEGY

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present the Draft 2021 Community Engagement Strategy for adoption by 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

As Councillors would be aware, Council is required to review its Community Strategic Plan (CSP) and other associated Integrated Planning and Reporting (IP&R) plans by 30 June 2022.

In order to meet the required timeframe, management have commenced planning for the review of the current CSP “Live a Greater Life 2017 – 2030”. The first step in the review process is to establish the parameters which will govern the community consultation process. A draft Community Engagement Strategy has been developed and now presented for endorsement by Council – **ANNEXURE 3**.

The Community Engagement Strategy details the actions that will be taken to ensure that the community is effectively involved in determining the long-term vision for Greater Hume Council. The engagement process will be built around four key themes being:

- Where are we now?
- Where do we want to be in 10 years’ time?
- How will we get there?
- How will we know when we have arrived?

It is expected that the consultation process will commence in September 2021 and involve a series of face to face engagement stalls at each of the five major towns together with an interactive survey and ideas board on Council’s website.

BUDGET IMPLICATIONS

All costs will be met from existing budget allocations in the adopted 2021/2022 budget.

CONCLUSION

The Community Engagement Strategy details the actions that will be taken to ensure that the community is effectively involved in determining the long-term vision for Greater Hume Council.

RECOMMENDATION

That the Greater Hume Council 2021 Community Engagement Strategy be adopted.

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5. HOLBROOK COMMUNITY GARDEN

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To recommend that Council agree to the relocation of the Holbrook Community Garden to an area of land under Council's control and ownership.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

Outcome 1.3 Residents feel a sense of belonging, are able to reach their potential, work productively and there is a sense of pride in their community.

DISCUSSION

The Holbrook Community Garden has been operating for almost eight years and over that time has built up strong community support and a dedicated group of volunteers. At present, the garden is located in the St Patrick's School grounds, adjacent to Council's Frampton and Kala Court residential complexes and the Holbrook Library.

Correspondence has been received from the Holbrook Community Garden volunteers informing Council that due to a change in school policy the garden is no longer able to be located on St Patrick's School grounds. A copy of the correspondence is below:

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HOLBROOK COMMUNITY GARDEN [CONT'D]

3 August 2021

David Smith,
The Director,
Corporate and Community Services,
Greater Hume Shire Council

RE: Holbrook Community Garden

Dear David,

The Holbrook Community Garden, located in the St Patrick's Primary School (the School), has been operating for almost 8 years by a dedicated group of volunteers, the project being originally set up by the School.

Over the years it has been operating it has built up a very good community following and has a Facebook page with almost 800 followers. The garden has been funded by donations, fundraising and some grant money for irrigation and structures.

The Garden has been utilised by various groups including sporting teams for pizza nights, Frampton Court residents who visit to get fresh produce or have morning tea, Landcare groups and it is generally a place that people can visit to sit under cover and relax. All volunteers are encouraged to attend and do as much or as little as they wish. We provide friendship and socialisation to people experiencing isolation and loneliness for whatever reason. The produce grown includes a wide range of vegetables and fruit which locals are able to come and pick or pull to be taken home. There are also a range of non-edible garden plants, mostly donated which make the space a very pretty and pleasant place to wander around. It has been one of the Open Gardens when this comes around and is well known for the annual plant sale.

The volunteers have worked every Monday and Thursday and come together for the social interaction as well as to learn skills associated with gardening.

Recently the School principal, Melanie Dusterhoft Maverick, informed us that the school will be unable to manage the funds and closed the working account at the Holbrook Stores. The funds have been used for such things as seeds, potting mix, chook and fish food, etc. When the account was closed there was approximately \$2,801 in it which the School is offering to refund.

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HOLBROOK COMMUNITY GARDEN [CONT'D]

We have since been informed that Catholic Education Child Protection Policy prohibits Community run gardens from being based on school grounds and that all school perimeters will be fenced to a height of 1.8 metres, this will limit casual visitors or those seeking a quiet place for contemplation outside school hours.

Therefore, we were forced to make a very hard decision to cease working in the Garden situated on St. Patrick's School grounds in Holbrook.

This decision has surprised many people in the community and when the announcement was made official (on the Garden Facebook page) the outpouring of support from the Holbrook community was nothing short of amazing.

The current volunteers are not in a position to form an independent organisation, become incorporated or operate as a separate entity.

The volunteers who have been working in, and attending the Garden are keen to see a new Community Garden established on a new site, for the people of Holbrook and travellers to enjoy.

We request that the Council support us and make available some vacant land under their management. The site would need to be in a centralised position and have water and toilet facilities. We further ask that the council assist in administering our funds perhaps under a Section 355 committee of Council. Alternatively, it may be possible to approach a service organisation such as Rotary to be the umbrella organisation.

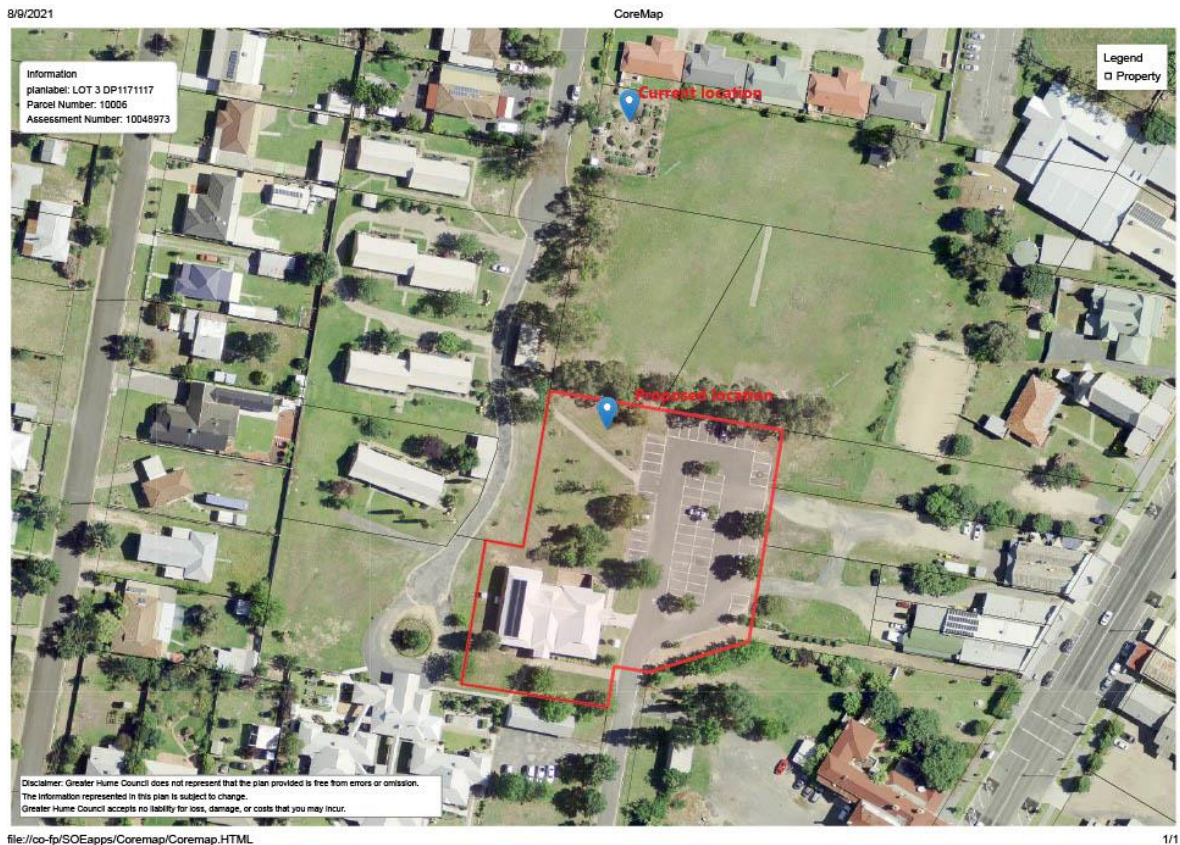
Kind Regards,
Kym Hulme, Jenni Wines & Nola Rogers
On behalf of the Holbrook Community Garden volunteers.

As Councillors will note, the volunteers are requesting that Council consider approving the relocation of the garden to an area of land owned and managed by Council. The volunteers are also requesting that Council consider appointing a formal management committee to oversee management of the community garden under Section 355 of the Local Government Act and administer all funds generated by the community garden.

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HOLBROOK COMMUNITY GARDEN [CONT'D]

The Director Corporate & Community Services has held preliminary discussions with representatives of the community garden and suggested that a site on Council owned land to the north of the Holbrook Library could be a suitable location. A map indicating the potential site is detailed below:



The recommended site is currently unused, in an easily accessible location with footpath access for elderly residents from Frampton Court and Kala Court and adjacent to the Holbrook Library to facilitate access to water, toilets etc. Also, the establishment of a Section 355 Committee to oversee management of the community garden and the associated financial administration is considered to be a reasonable and logical process to undertake and one which will not be overly burdensome on Council resources.

Taking the above factors into account, it is recommended that Council approve the relocation of the Holbrook Community Garden to Council owned land adjacent to the Holbrook Library and that a formal Committee of Management be established under Section 355 of the Local Government Act, subject to the drafting of suitable Terms of Reference and subsequent report to Council for approval.

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HOLBROOK COMMUNITY GARDEN [CONT'D]

BUDGET IMPLICATIONS

It is expected that the current volunteers will undertake much of the physical relocation of the garden infrastructure and any financial costs can be met from existing funds held by the volunteers. Some minor expenditure may be incurred by Council in relation to the establishment of a water supply to the site however this will have a very minor impact of Council's overall budget position.

CONCLUSION

The Holbrook Community Garden has been operating for almost eight years and over that time has built up strong community support and a dedicated group of volunteers. Due to circumstances outside the control of the current volunteers, it is recommended that Council approve the relocation of the Holbrook Community Garden to Council owned land adjacent to the Holbrook Library and that a formal Committee of Management be established under Section 355 of the Local Government Act, subject to the drafting of suitable Terms of Reference and subsequent report to Council for approval.

RECOMMENDATION

That:

1. Council approve the relocation of the Holbrook Community Garden to Council owned land adjacent to the Holbrook Library; and
2. A formal Committee of Management be established under Section 355 of the Local Government Act to oversee management and operations of the Holbrook Community Garden, subject to the drafting of suitable Terms of Reference and subsequent report to Council for approval.

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ITEMS TO BE REFERRED TO CLOSED COUNCIL

1. **HOLBROOK INDUSTRIAL ESTATE – STAGE 3-4 LOT SUBDIVISION**
Report prepared by Economic Development Coordinator – Marg Killalea

REASON FOR REPORT

To provide an update to Councillors regarding progress of the latest four lot subdivision at Holbrook Industrial Estate and to recommend a set pricing structure for three remaining allotments.

REFERENCE TO DELIVERY PLAN ACTION

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

DISCUSSION

Council has undertaken a four lot subdivision at Enterprise Drive, Holbrook, in two phases, refer attached draft plan of subdivision, attached as **ANNEXURE 4**.

Phase 1 resulted in the subdivision for Lot 1 expedited to enable title registration and subsequent development to commence on the allotment. The sale of Lot 1 (Lot 1 DP 1271058) comprising 7,365 sqm to Ten Mile Engineering was completed on 6 July 2021. Council previously approved the sale at the May 2020 meeting of Council for an amount of \$116,819 excluding GST (approx. \$16 sqm).

Phase 2 has resulted in the development of Lots 2, 3 and 4 which has recently progressed to the point in time that Council officers are able to recommend a pricing structure for:

Proposed Lot 2 – 4,672 sqm

Proposed Lot 3 – 1,519 sqm

Proposed Lot 4 – 1,845 sqm

Council continues to receive solid enquiry regarding development ready industrial land at Holbrook and Jindera.

As civil works near completion, the current status of development of the remaining three allotments is as follows:

- Sewer connected, awaiting a pressure test
- NBN telecommunications installed
- Subject to ground conditions due to water logging, installation of the water main by Riverina Water is imminent.
- Electrical design is finalised, and awaiting installation in the next 1 to 2 weeks

Council is now in a position where it can consider a pricing model for the three allotments and communicate formal pricing to interested parties while it awaits final completion of civil works and registration of titles.

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HOLBROOK INDUSTRIAL ESTATE – STAGE 3 – 4 LOT SUBDIVISION [CONT'D]

BUDGET IMPLICATIONS

It is anticipated that if the pricing structure recommended is adopted by Council sales will generate a modest profit.

CONCLUSION

Enquiries for both residential and industrial land remains strong and it is anticipated that the lots when placed on the market will again generate significant interest.

As consideration of the development cost and pricing structure for the three lot subdivision at Enterprise Drive, Holbrook Industrial Estate, is confidential in nature, 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 development cost and the pricing structure of the three lot subdivision at Enterprise Drive, Holbrook Industrial Estate be referred to Closed Council in accordance with section 10 A (2) (c) information that would, if disclosed, confer an advantage on a person whom Council is conducting (or proposes to conduct) business.

REASON

On balance the public interest in preserving the confidentiality of consideration of the development cost and the pricing structure 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 in any future sales.

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

GOVERNANCE

1. **2017/2022 DELIVERY PROGRAM AND 2020-2021 OPERATIONAL PLAN –
REPORT AS AT 30 JUNE 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

Nil.

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 June 2021, detailing key actions contained in the 2017/2022 Delivery Plan and 2020/2021 Operational Plan and achievements to 30 June.

As expected this year has continued to be very challenging with staff project managing an extraordinary number of capital works projects funded through stimulus initiatives of the both the Federal and State Government.

COVID continues to be an ongoing threat, as evidenced by the recent exposure site at Jindera and with ongoing border restrictions in place which is having a significant impact on many businesses and individuals within our Shire.

A snapshot of major projects now completed or well underway include:

- Sporting grounds playing fields upgrade completed but with some issues to be resolved over the next growing season.
- Henty Rail Crossing Relocation and Intersection project nearing completion. This project has been significantly impacted by wet weather both in completion timeframes and budget.
- Coppabella Road Construction, widening and rehabilitation completed on time and within budget
- Planning proposal approved for zoning and minimum lot size changes at Culcairn and Jindera (Industrial precinct)
- Continued progression of the Culcairn Residential Estate
- Completion of the transition of the Culcairn Early Childhood Centre to Greater Hume Childrens Service
- Completion for Shire and town entrance signage project

HIGHLIGHTS OF THE TWELVE MONTH PERIOD INCLUDE:

Governance and Corporate and Community

- 28 policies reviewed and submitted to Council July – September
- Financial statements and external audit completed

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2017/2022 DELIVERY PROGRAM AND 2020-2021 OPERATION PLAN – REPORT AS AT
30 JUNE 2021 [CONT'D]

- LTFP updated to reflect adopted 2020/2021 budget
- Review of Management Committee procedures undertaken as an internal audit project
- Spring Business Newsletter (8 page) distributed September
- Jacob Wenke Drive – Promotional Strategy developed and being implemented. All Lots sold.
- NSW Small Business Month – successful grant application. Planning for two workshops completed, promotion of workshops to business database.
- Industrial estate promotions – flyers updated and placed on website. Signage updates to Jindera Industrial Estate tenant sign. All Lots sold at Jindera and Holbrook. Very significant enquiry continues to be received on future stages.
- Buy Local in Greater Hume. Database maintained. Articles to promote Buy Local included in community newsletter.
- RivJO Drought Sub-Committee – participated in three meetings via zoom. Adverse Events plan developed and adopted by Council.
- Country Change – identified new case studies and planning for photo shoot for cycling group story completed.
- External audit completed with clear audit report achieved. Financial Statements completed, reported to Council and lodged in accordance with agreed audit plan and timeline
- Investigation of complimentary software to enable automation and digitisation of accounts payable function completed with implementation to commenced.
- Review of events and festival management completed as Internal Audit project
- Restructure of Greater Hume Children Services completed with recruitment to new positions finalised.
- Finalisation of 2019/2020 workers compensation claims review and premium calculation resulting in 2020/2021 premium being \$125,000 lower than original budget estimate
- Confirmed appointment of two school based trainees to work in Library & Youth Services and Greater Hume Children Services. Trainees are Yr11 students at St Paul's College. Traineeship to commence February 2021.
- Coordination of Phase 5 of Council's Early Intervention Health and Wellbeing Program. Program consists of a Physiotherapist and Health and Wellness Consultant. Health and Wellness consults have now commenced on a regular basis in Council's Children Services Centres and also at Council's Depots to engage the complete workforce compliment. This program has been instrumental in achieving the reduction in workers compensation costs as detailed above.
- Town and Entrance Signage Project – Completed
- Culcairn Residential Estate – Contracts of Sale for the Land exchanged and detailed design commenced..
- Production of four country change videos and video of the Jindera Cycling Group.
- NSW Small Business Month – Two workshops conducted
- Red Bow Project undertaken in three towns and six villages
- Buy Local Christmas advertisement placed in all community newsletters
- Residents Guide updated and printed
- Ongoing support to fire impacted residents including preparation of brief and appointment of a contractor to undertake a social media campaign to assist in the recruitment of volunteers for Blazeaid

**ORDINARY MEETING OF GREATER HUME COUNCIL
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2017/2022 DELIVERY PROGRAM AND 2020-2021 OPERATION PLAN – REPORT AS AT
30 JUNE 2021 [CONT'D]

- Annual Report completed and submitted to the Office of Local Government.
- Joined the Regional Activators Alliance
- Greater Hume Council Second Newsletter 2020 (16 pages, colour) – sent to all residents in November.
- Three newsletters to tourism operators providing relevant information on COVID, promotion, marketing, statistics, latest opportunities and government information relevant to Greater Hume.
- Submitted visitor and What's On advertising in Out and About Summer 2020 Edition in Border Mail.
- Emailed (over 600) 'What's On monthly to Visitor Information Centres in NSW and VIC, coach/bus/tour companies, tourism operators within shire and regional, media, visitor information points and to interested residents in shire.
- Developing and have commenced rolling out of social media tiles on towns and villages, tours and itineraries. It is envisaged over a 12 month period there will be 50 to 60 tiles developed.
- Greater Hume websites – constantly auditing all websites and updating
- Social Media – over 1000 posts across Greater Hume Council FB, Visit Culcairn Henty Holbrook Jindera Walla Walla FB and Visit Greater Hume Instagram.
- National Australia Day Council – \$1000 – for Australia Day marketing collateral – SUCCESSFUL
- National Australia Day Council – \$20,000 – for Australia Day community event – SUCCESSFUL
- Austrade's Regional Tourism Bushfire Recovery Grant – Stream One - \$30,000 – Greater Hume and Henty Machinery Field Days Promotional Production - This project will be developing and promoting the videos, photography, social media posts, advertising and Hume Highway signage in order to attract visitors both old and new to Greater Hume and Henty Machinery Field Days. – SUCCESSFUL
- Supplied numerous Letters of Support and advice to Community Groups for Grant Applications, such as Riverina Water, [NSW Government - Crown Lands Showground Stimulus](#), Federal Government - Regional Agricultural Show Development Grants Programs, [NSW Liquor and Gaming - Infrastructure Grants](#), Bushfire Community Recovery and Resilience Fund.
- Ooh Media Hume Highway Signage New Holbrook Signs – erected December 2020, one sign facing north to Holbrook and one sign facing south to Holbrook.
- Attendance at the Regions Rising Summit in Canberra on 17-18 March. Launch of Move to More national campaign and Liveability Toolkit.
- Sam McPaul Memorial – Support to provide information to seek further funding to complete the project and including research materials for 3 information boards within the memorial, participated in on site meeting and zoom meetings.
- Options paper prepared regarding committee structure options for the reforming of a Holbrook Business Group, attended function and presented on the topic on 29 March
- Research and strategy, including sourcing interview talent and content for business employment, housing and education posts for Country Change feature month of April. Sought out advertisers for reprint of Country Change magazine which resulted in 1 for current reprint (Kotzur) and 3 for next print run

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2017/2022 DELIVERY PROGRAM AND 2020-2021 OPERATION PLAN – REPORT AS AT
30 JUNE 2021 [CONT'D]

- Residents Guide updated in January 2021 and disseminated via new residents ratepayers land transfer correspondence, Council offices and libraries.
- Business Newsletter compiled, produced and emailed to database
- Four additional trainees appointed to work at Council's childcare centres in Holbrook, Henty and Walla Walla
- Two students from St Paul's College commenced School Based Traineeships. One student will undertake training at the Henty and Culcairn Libraries and one at Walla Walla Children Services.
- Book Week 2020 Outreach Services provide to:
Jindera Public School
Jindera St John's School
Culcairn Public
St Joseph's Culcairn
Gerogery Public School
Burrumbuttock Public School
Brocklesby Public School
Walla Walla Children Services
Jindera Preschool
All Henty Schools program delivered in the Henty Park
- Women's Week activities held in three of the four libraries and one as an outreach program
- 2021/2025 Budget completed and adopted by Council
- Culcairn early childhood services transitioned to Council and all approvals obtained by 30 June transfer date
- Festival of Seniors Week activities held at Council libraries with 250 participants
- Funding of \$199,000 confirmed for improvements at the Holbrook Library
- Youth Week Festival of Possibilities held with 170 participants
- Youth SportsAbility Day held

Engineering

Construction/Maintenance/Operations

- North Henty Rail Crossing Project – 85% complete
- Coach Road Reconstruction – Completed
- Jingellic Road (MR 331) Heavy Patching –2nd round - Complete
- Tumbarumba Road (MR384) Heavy Patching – Complete
- Tumbarumba Road (MR284) Heavy Patching - Complete
- Urana Road (MR 125) Heavy Patching –2nd round - Complete
- Jingellic Road (MR331) Guardrail installation - Complete
- MR125 Guardrail installation – Complete
- Reconstruct and widen Mountain Creek Road over crest at property "Fairview" – Complete
- Replace Playground Equipment, Greschke Park, Burrumbuttock – Complete
- Commencement of developing Rehabilitation Plan for Funks Pit
- Woomargama Hall Carpark Upgrade – completed
- Grubben Road Reconstruct and Widening from boundary to new rail crossing – 90% Complete with only guardrail to be installed

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2017/2022 DELIVERY PROGRAM AND 2020-2021 OPERATION PLAN – REPORT AS AT
30 JUNE 2021 [CONT'D]

- remaining 6km to Olympic Highway – substantially commenced
- Mountain Creek Road Reconstruct and widen over crest at property “Fairview” (approx. 300m) - Complete
- Grubben Road Reconstruct and Widening from boundary to new rail crossing – Complete
- Jindera Village Green, Hot mix paths and concrete footpaving – Complete
- Construction Sam McPaul Memorial, River Road – Nearing Completion
- Installation of All Abilities Facility at Holbrook - 90% Complete
- Cummings Road Reconstruct and Widening remaining 6km to Olympic Highway – Complete
- Rural Roads Bitumen Resealing – Complete
- Urban Streets Bitumen Resealing – 25% Complete – Remainder works carried over to next financial year
- Gravel Road Resheeting Program – 80% Complete – Remainder works carried over to next financial year
- Pioneer Drive Reconstruction – Final stage, Pech Ave to Jindera Street – 90% Complete
- Gerogery Drainage Works Stage 1 – Complete
- Coppabella Road 8km Reconstruction and Bridge Replacement - Complete
- 4 Sportsgrounds Refurbishment, including irrigation and drainage – Complete
- Kywong Howlong Road (MR370) remaining 5km Rehabilitation Program – Complete. Note further works to be carried out over next spring and summer.
- Morgans Lookout Disabled Compliant Toilet Facility – Complete
- Skate Park Construction Walla Walla Bicentennial Park – Complete
- Road Reconstruction Jingellic Road at Giles Creek – Complete
- Walla Swamp Shared Path – Complete
- Engineering restructure completed

Water & Waste Water

- Jindera Sewer Treatment Works Renewal/Upgrade – Business case expected to be completed by end of June currently ascertaining land availability
- Black Street Reservoir Renewal/Upgrade – Business case expected to be completed April 2021.
- Culcairn Sewerage Reuse Dam Pontoon Renewal – Complete
- Holbrook Sewerage Sewer Main Relining – WIP
- Pioneer Drive, Pech Ave to Jindera St, Upgrade water main to 150mm x 485m – Complete
- Nioka Road Extend 100mm water main – Complete
- Replace Non-Compliant Ladders at Burrumbuttock, Big Brocklsey and Gerogery Reservoirs and Culcairn Water Treatment Plant – Complete
- Holbrook Sewerage Pump Station 1 (SPS) Monitoring System Installation– Complete
- VWS Reservoir Jindera Gap Monitoring System Installation - Complete
- Jindera Sewer Treatment Works Renewal/Upgrade (Business Case) WIP
- Holbrook Sewerage Sewer Main Relining – WIP
- Black Street Reservoir Renewal/Upgrade (Business Case) – WIP

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2017/2022 DELIVERY PROGRAM AND 2020-2021 OPERATION PLAN – REPORT AS AT
30 JUNE 2021 [CONT'D]

- Flow Meter & Data Logger Jindera Gap Reservoir – Complete
- Holbrook Sewerage Sewer Main Relining – Complete
- Black Street Reservoir Renewal/Upgrade (Business Case) – WIP
- Culcairn, Henty, Holbrook and Walla Solar Panels – Complete
- Guiderails/ValveSpindle Renewals, Culcairn and Walla Walla SPS's – Complete
- GPS Rural Trunk Mains – WIP
- IWCM Condition Assessment for Holbrook & Henty STW
- Holbrook and Henty Sewer Mains Relining – WIP
- Holbrook SPS monitoring system – Complete
- Tee & Valve 150mm off take for Molkentin Rd Drainage Project – Complete

Asset Management

- Flood Study Investigation and Design Walla and Jindera WIP – Design for Jindera nearly completion. Walla Walla landowner negotiations continuing.
- Investigating new Asset Management System – New system installed and currently populating road data and then to be followed by Water and Sewerage by end of June 2021.
- LED Street lighting Upgrade – 80% Complete
- Flood Study Investigation and design Walla Walla and Jindera nearing completion
- New Asset Management System – Asset Finda – Data population continuing
- Flood Study Investigation and Design Walla Walla and Jinder WIP – Walla and Jindera Designs completed with landowner negotiations in progress
- New Asset Management System – **Asset Finda** has been installed. Roads data has been populated, with water and wastewater being completed. Testing of system to commence shortly in Engineering Dept. prior to addition of other asset data. New GIS mapping system **Intramaps** also being installed
- LED Streetlighting bulk changeover of lights completed, with local crews changing remainder of lights over the next 6-12 months.

Environment and Planning

- Completed negotiations to settle VPAs for Jindera and Walla Walla Solar Farms subsequently now approved resulting in \$4.4M flowing to Council over the next 25-30 years.
- Obtained gateway determination for the Culcairn Planning Proposal
- Completed the Jindera Land Use Strategy in conjunction with the NSW Department of Planning, Industry and Environment and Habitat Planning
- Pursued legal proceeding in relation to unsightly property in Jindera.
- Completed the tender process for the new weighbridge at the Culcairn Waste Depot. No tenders accepted and Council will now project manage construction.
- Revised the Greater Hume S7.12 Fixed Development Consent Levy Development Contributions Plan
- Produced a Council Response on the Exhibition of the Environmental Impact Statement – Glenellen Solar Farm

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2017/2022 DELIVERY PROGRAM AND 2020-2021 OPERATION PLAN – REPORT AS AT
30 JUNE 2021 [CONT'D]

- Produced tender documents and considered tenders for the new weighbridge design and construction Culcairn Landfill
- Negotiated Draft Voluntary Planning Agreement –Culcairn Solar Farm
- Determined Council appointees for the Southern Regional Planning Panel
- Assessed submissions to permit Council to proceed with amendments to the Greater Hume Local Environment Plan for zoning and minimum lot size changes for Culcairn.
- Assessed development application 10.2020.107.1 Intensive Livestock Agricultural Facility (Sheep Feedlot) -198 Humphreys Road Bungowannah
- Determined quotations and commenced construction to enable the project to facilitate remote access to the Culcairn Landfill
- Adoption of the Greater Hume Council S7.12 Fixed Development Consent Levy Development Contribution Plan 2021
- Completion of Rezoning of Land for Residential Purpose Culcairn
- Exhibition of Voluntary Planning Agreements – Jindera, Walla Walla and Culcairn Solar Farms
- Renewal Greater Hume Council Mobile Food Vending in Public Places Policy
- Completion of Exhibition of the Planning Proposal to amend Greater Hume Local Environment Plan 2012 Zoning and Minimum Lot Size Changes for expansion of the Jindera Industrial Estate.

Council has been significantly challenged with the quantum of projects being undertaken this year due to high levels of stimulus funding from both the Australian and NSW State Government. On balance however the Author is of the view that satisfactory progress has been made in all Themes throughout the 12 month period to 30 June 2021.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

Council has been significantly challenged with the quantum of projects being undertaken this year due to high levels of stimulus funding from both the Australian and NSW State Government. On balance however the Author is of the view that satisfactory progress has been made in all Themes throughout the 12 month period to 30 June 2021.

RECOMMENDATION

That Council receive and note the 2017/2022 Delivery Plan and 2020/2021 Operational Plan review report for the twelve months period to 30 June 2021.

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2. NSW GROWING REGIONS OF WELCOME PILOT PROGRAM

Report prepared by Economic Development Coordinator – Marg Killalea

REASON FOR REPORT

To brief Council regarding the three-year NSW Growing Regions of Welcome Pilot Program in the Riverina and Murray regions.

REFERENCE TO DELIVERY PLAN ACTION

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

DISCUSSION

In June 2021, the NSW Government announced funding of \$8.5 million over three years to continue important support programs for refugee, new and emerging communities as part of the 2021-2022 NSW Budget. Known as NSW GROW (Growing Regions of Welcome Pilot Program) the pilot will operate in western Sydney and the Riverina and Murray regions of NSW.

Multicultural NSW has administrative oversight of NSW GROW and monitors its progress

NSW GROW aims to strengthen the capability of communities in the Riverina and Murray regions to attract people from refugee, asylum seeking and migrant backgrounds, and support them to stay for the long-term.

Simultaneously, NSW GROW provides the gateway for those interested living in western Sydney with complementary skills and aspirations to move to the pilot regions for employment and lifestyle opportunities. Empowering people from refugee, asylum seeking and migrant backgrounds to make informed decisions, assisting their relocation and ensuring the right supports are in place for them to thrive in regional communities leads to positive outcomes for both regional communities and newcomers and their families.

NSW Grow supports the development of place-based partnerships (taskforces) that will ensure that local communities are at the centre of attraction and retention strategy and foster a systematic approach.

The Murray Taskforce comprises a number of Government, local government, industry, RDA Murray, Red Cross and community representatives. The Murray Taskforce footprint encompasses Albury, Greater Hume and Federation Council local government areas.

Going forward, key activities of the Murray Taskforce includes:

- Conducting research and consultation to map relevant employment, community and service sector opportunities and priorities at local and regional levels
- Establish a newcomer attraction and retention strategy and outcomes framework
- Establish networks and referral pathways with the Regional Employment Hub (in western Sydney) and work collaboratively

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

The Murray project will be led by a local Backbone Coordinator, currently being recruited.

As an active member of the taskforce, Greater Hume Council can build on its awareness and ability to embrace diversity and attract newcomers, and ensure the right supports are in place to for all to thrive in the Greater Hume community.

BUDGET IMPLICATION

Nil.

CONCLUSION

In June, the NSW Government announced funding for the three-year NSW Growing Regions of Welcome Pilot Program for the Riverina and Murray regions.

Greater Hume Council is an active member of the Murray Taskforce which will guide the region's strategic approach to newcomer attraction and retention, community welcome, employment and support service coordination.

RECOMMENDATION

That the report be received and noted.

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CORPORATE AND COMMUNITY SERVICES

1. COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 JULY 2021

Report prepared by Accounting Officer – Camilla Webb

REASON FOR REPORT

This report presents to Council details of all funds invested as at 31 July 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.

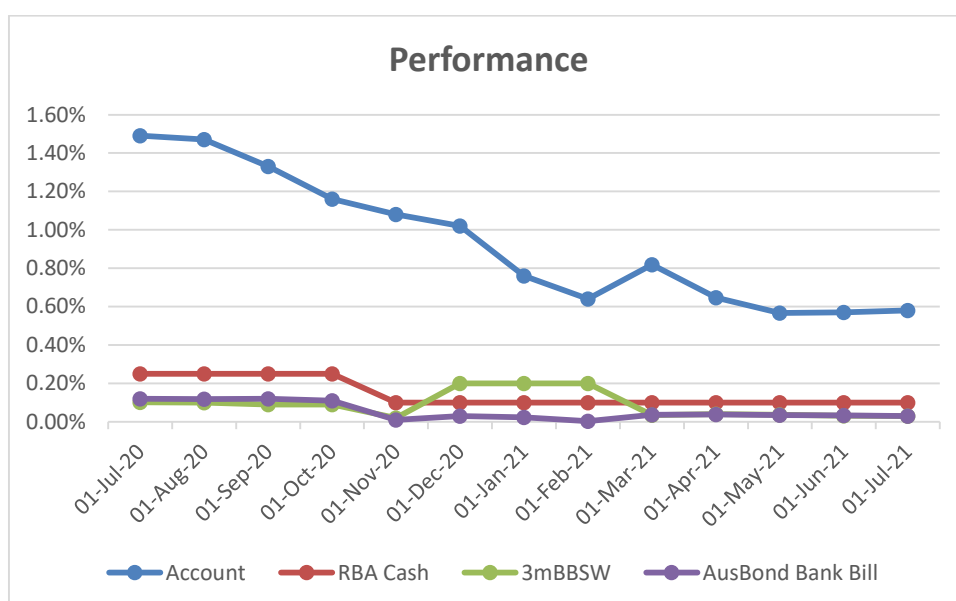
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COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 JULY 2021 [CONT'D]

Greater Hume’s overall investment portfolio

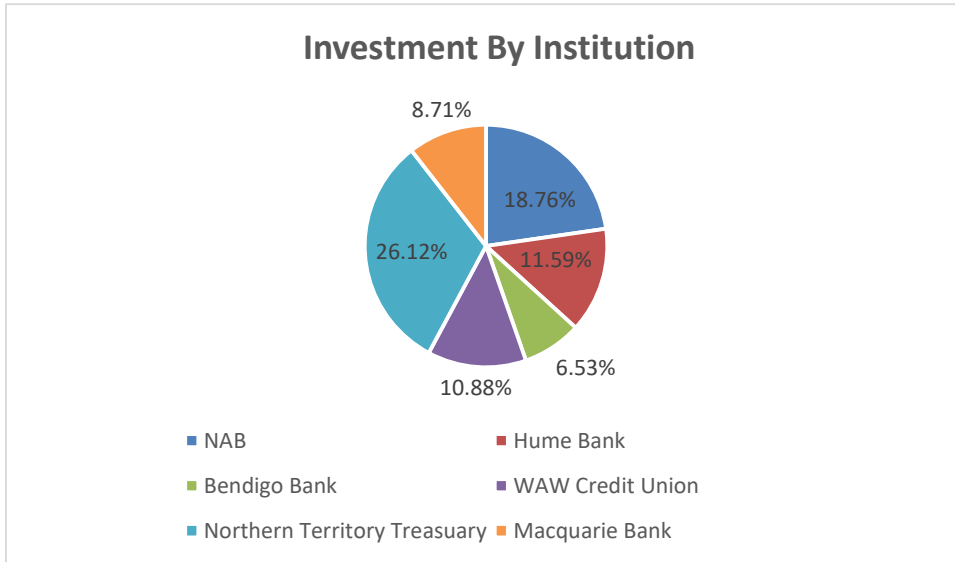
Total Portfolio Value	\$26,620,336.15
Weighted Average Term (days)	359
Weighted Average Yield	0.58 %
Total Monthly Accrued Interest	\$11,907.02
Total Interest Received this month	\$6,624.66
Interest Payments this month	5
Matured Investments this month	5
Total Funds Matured this month	\$2,500,000
New Investments this month	1
Total Funds Invested this month	\$400,000

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



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



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

Investment Register

ADI/Security Name	Maturity Date	Face Value	Long Term Rating	Term in Days	Total Accrued	Yield
NAB	18/08/2021	\$500,000	AA-	365	\$4,413.70	0.90%
NAB	27/08/2021	\$300,000	AA-	365	\$2,438.22	0.85%
NAB	29/08/2021	\$500,000	AA-	183	\$678.08	0.30%
NAB	15/09/2021	\$500,000	AA-	365	\$4,068.49	0.90%
Bank Of Queensland	23/09/2021	\$500,000	BBB+	182	\$666.44	0.35%
Macquarie Bank	29/09/2021	\$500,000	A+	288	\$1,145.89	0.35%
AMP Bank	7/10/2021	\$1,000,000	BBB	217	\$3,068.49	0.70%
Bendigo And Adelaide Bank	15/10/2021	\$500,000	BBB+	365	\$3,082.19	0.75%
Bank Of Queensland	21/10/2021	\$500,000	BBB+	210	\$666.44	0.35%
Bank Of Queensland	9/11/2021	\$1,000,000	BBB+	181	\$872.60	0.35%
Macquarie Bank	10/11/2021	\$500,000	A+	330	\$1,145.89	0.35%
NAB	6/12/2021	\$500,000	AA-	365	\$1,868.49	0.55%
WAW Credit Union	14/12/2021	\$500,000	NR	364	\$2,619.18	0.80%
NAB	14/12/2021	\$500,000	AA-	364	\$1,636.99	0.50%
NAB	14/12/2021	\$509,765.32	AA-	183	\$202.51	0.25%
Northern Territory Treasury Corp	15/12/2021	\$2,000,000	NR	385	\$5,676.71	0.40%
Bendigo And Adelaide Bank	12/01/2022	\$500,000	BBB+	272	\$565.75	0.35%
NAB	15/01/2022	\$500,000	AA-	184	\$118.36	0.32%
NAB	15/01/2022	\$500,000	AA-	214	\$210.82	0.27%
Bendigo And Adelaide Bank	19/01/2022	\$500,000	BBB+	279	\$565.75	0.35%
Macquarie Bank	2/02/2022	\$500,000	A+	182	\$38.36	0.40%
Macquarie Bank	16/02/2022	\$500,000	A+	203	\$76.71	0.40%
Hume Bank	1/03/2022	\$66,761.10	NR	365	\$149.07	0.50%
Hume Bank	17/03/2022	\$500,000	NR	273	\$226.03	0.30%
Hume Bank	17/03/2022	\$500,000	NR	273	\$226.03	0.30%
Hume Bank	19/03/2022	\$500,000	NR	270	\$205.48	0.30%
AMP Bank	21/04/2022	\$1,000,000	BBB	365	\$2,147.95	0.70%
WAW Credit Union	11/05/2022	\$500,000	NR	365	\$945.21	0.75%
Hume Bank	16/05/2022	\$46,751.06	NR	364	\$44.06	0.40%
WAW Credit Union	16/06/2022	\$600,000	NR	365	\$690.41	0.75%
WAW Credit Union	16/06/2022	\$500,000	NR	365	\$575.34	0.75%
Hume Bank	17/06/2022	\$500,000	NR	365	\$301.37	0.40%
Hume Bank	17/06/2022	\$500,000	NR	365	\$301.37	0.40%
Hume Bank	30/06/2022	\$49,937.43	NR	365	\$20.11	0.35%
WAW Credit Union	8/07/2022	\$400,000	NR	365	\$279.45	0.75%
Northern Territory Treasury Corp	16/06/2025	\$1,500,000	NR	1,481	\$3,435.62	1.10%
Northern Territory Treasury Corp	15/06/2026	\$2,500,000	NR	1,887	\$10,506.85	1.30%
NAB	31/07/2021	\$3,647,121.24	AA-			0.10%

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

Declaration

I, Camilla Webb, 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

On 31 July 2021, the 2020/21 Financial Year investment return amounted to \$26,620,336.

RECOMMENDATION

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

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ENGINEERING

1. **2021 – 2022 VP253392 SPRAY SEALING WORKS GREATER HUME AND LOCKHART**

Report prepared by Manager Works – Ken Thompson

REASON FOR REPORT

To inform Councillors on the selection of a contractor for the provision of spray sealing works for Greater Hume 2021 - 2022.

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 provision of spray sealing (including resealing of roads, primer sealing of new roads and associated works) is a major expense to Council but is required to provide and maintain a quality and safe road network throughout the shire. Due to its nature, this work is mostly completed by specialist contractors. Council's normal process is to prepare a one year contract for the provision of such services. Council along with Lockhart have utilised Local Government Procurement (LGP) to undertake a tender process.

The benefit of a multi Council approach has been to lower the overall cost of sealing works due to the larger quantity of work to be completed. This year Greater Hume re Council took on the role as the coordinator of the process for the submission and assessment of the Request for Quote (RFQ) for both Councils.

Following the RFQ process for this year four tenders were received for the works. From the three tenders received Fulton-Hogan Industries have been accessed as the most competitive for Greater Hume Council, they are not only the cheapest of the submitted prices, their establishment costs for smaller works are included in their unit rates, whereas other tenders have an additional establishment cost for smaller works (heavy patching and construction works). The tender assessment is **ENCLOSED SEPARATELY** for councillors' information.

This process has provided Greater Hume Council with competitive price for the works to be completed.

Total value for the works is \$2,110,111.63 exclusive of GST for both Councils combined, with Greater Hume Councils portion being \$1,747,867.08 exclusive of GST.

BUDGET IMPLICATION

Council's current budget provides for the resealing and primer sealing of the Council road network including the completion of resealing and sealing of heavy patching works conducted under the Road Maintenance Council Contract with Transport for New South Wales on the State Road Network. The pricing proposed by the successful tender is comparative to the previous year's pricing.

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2021 – 2022 VP253392 SPRAY SEALING WORKS GREATER HUME AND LOCKHART
[CONT'D]

CONCLUSION

The tender received from Fulton-Hogan as shown is competitively priced from the three tenders received. Fulton-Hogan has been operating for many years and is a well-respected company. In this area they operate from a depot in Wagga Wagga and are accredited TfNSW contractors to R3 Level and a Finance rating of F150+(unlimited), they also operate their accredited Management Systems under ISO 45001:2018 for Health and Safety, AS14001:2015 for Environmental and ISO9001:2015 for Quality.

Council's participation in the LGP contract provides savings to Councils.

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	TBC
Wednesday, 6 October 2021	TBC
Wednesday, 3 November 2021	TBC

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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ON WEDNESDAY, 18 AUGUST 2021**

2. OFFICE OF LOCAL GOVERNMENT CIRCULARS

REASON FOR REPORT

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

DISCUSSION

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

- 21-22 Updated guidance on the appointment and dismissal of senior staff
- 21-21 Accounting and Financial Reporting Fundamentals – Information Session
- 21-20 Postponement of the local government elections to 4 December 2021
- 21-19 Joint Organisation Calendar of Compliance and Reporting Requirements 2021-22
- 21-18 Calendar of Compliance and Reporting Requirement 2021-22

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 5**.

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 JULY 2021**

The statement of bank balances as at 31 July 2021 is attached at **ANNEXURE 6**.

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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. For July 2021 the following programs were held across the Greater Hume Council within the static libraries, as outreach visits or presented online.

Programs for Greater Hume Council Libraries – July 21

Grant	Date	Location	Number of Participants
Annual Knit-In	Monday 13-24 April 21	Henty	10
Intergenerational Program	Monday 6-16 April 21	Culcairn Library	49
Tech Savvy Seniors	Wednesday over 4 week period	Culcairn Library with Zube Computers	24
Online Storytime	Weekly – 1 per library	Online – Social Media Platforms	
Lego	July School Holidays	Henty, Culcairn, Holbrook	30 (no. reduced due to COVID-19 restrictions)
Paint Art	July School Holidays	Jindera	20 (held in park)
Storytime Culcairn Public School	20 July 21	Culcairn Library	20
Storytime St Joseph Culcairn	22 July 21	Culcairn Library	20

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GREATER HUME LIBRARY SERVICES [CONT'D]

Funding for Greater Hume Council Libraries – July 21

Greater Hume Council Library staff have applied for funding from Be Connected for Get Online Week to be held in October 21. After a successful Seniors Week 2021 funding will be applied for to again hold similar events across the Greater Hume Council area.

Grant	Project Description	Location	To be Announced by funding organisations at a later date
Get Online Week	Taking place from 18-24 October, Get Online Week 2021 is a celebration of digital inclusion that inspires people to do more online and helps them learn how.	Henty, Culcairn, Holbrook and Jindera	\$4000
Festival of Seniors Week 22	Festival of events throughout Greater Hume Council to be held in 13 March – 24 April 22	Henty, Culcairn, Walla Walla, Holbrook and Jindera	\$5000
	TOTALS		\$9000

Library Statistics – July 21

Static Library statistics for July are down 82 issues compared to June 21. This is a slight fluctuation on statistics that have been increasing over previous months. This could be due to the impact of COVID-19 on number of members able to attend library events where loans would normally take place.

Library	Henty	Culcairn	Holbrook	Jindera
Issues	673	399	494	142

Statistics Mobile Library Service – July 21

Mobile Library statistics have increased from a total of 245 loans in June to 298 loans July.

Location	Brocklesby	Gerogery	Jindera	Walbundrie	Walla	Woomargama	Burrumbuttock
Loans	9	26	170	25	33	26	9

BUDGET IMPLICATION

Nil. Works are funded from budget allocations.

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GREATER HUME LIBRARY SERVICES [CONT'D]

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.

Library staff continue to source funding opportunities such as Get Online Week which will inspire members of the community to do more online. After a success Festival of Seniors Week 2021 there will be an expectation from the community that similar events can be held across Greater Hume Council in 2022. Therefore, further funding will be sourced to leverage off Council's funding contribution for the 2021/2022 financial year.

RECOMMENDATION

For the information of Councillors

4. PEOPLE & CULTURE REPORT FOR JULY 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 17 August 2021.

RECRUITMENT

- Recruitment in progress:
 - 10x Internal Engineering positions (listed below)
 - Town and Parks Maintenance Ganger East Region – Holbrook
 - Early Childhood Educators
- New employees commencing with Council:
 - Vanessa Atkins – Childcare Educator – Culcairn Centre
 - Jodie Crossley – Centre Director – Henty Centre
 - Jarrod Hibberson – Centre Director – Holbrook Centre
 - Olivia Merriman – Childcare Educator – Culcairn Centre
 - Jade Phillips – Early Childhood Educator and Second-In-Charge – Culcairn Centre

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

- Position/role changes with existing Council employees: Nil
- Employees ceasing duties with Council:
 - David Bye – Casual Project Manager
 - Ken Karpany – Town and Parks Maintenance Operator – Jindera
- Positions advertised:
 - Internal Customer Service/Library Officer – Long Service Leave Relief – 2 Months Fixed Term – Long Service Leave retracted due to Covid-19 restrictions
 - **Engineering Restructure:** applications closed 19 July 2021
 - Internal Asset Officer – Culcairn. Interviews held 4 August
 - Internal Road Maintenance Operator – Holbrook. Interviews held 9 August
 - Internal Town and Parks Maintenance Operator – Jindera. Interviews held 9 August
 - Internal Roller Operator – Maintenance Grading Culcairn. Interviews held 11 August
 - Internal Roller Operator – Maintenance Grading Jindera. Interviews held 11 August
 - Plant Operator – Road Construction Holbrook. Interviews held 11 August
 - 2x Bridge and Drainage Operators – Jindera. Interviews N/A
 - 2x Projects Operators – Culcairn. Interviews held 9 August
 - Town and Parks Maintenance Ganger East Region – Holbrook. Interviews held 30 July

WORKPLACE RELATIONS

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

PROFESSIONAL DEVELOPMENT & LEARNING

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

PERFORMANCE MANAGEMENT

- Council's annual Performance Appraisals went live throughout July. All appraisals will be conducted online throughout July and August. People and Culture will begin to implement recommendations during August and beyond

HEALTH & WELLBEING

- Coordination of Phase 7 of Council's Early Intervention Health and Wellbeing Program with Align. Program consists of a Physiotherapist and Health and Wellness Consultant. Health and Wellness consults are conducted on a weekly basis in Council's Children Services Centres and also at Council's Depots from 6.30am to engage the whole workforce compliment.

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

REVIEW & CONTINUOUS IMPROVEMENT

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

RECOMMENDATION

For the information of Councillors

5. YOUTH SERVICES

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

REASON FOR REPORT

To inform Council on Youth events and programs and successful grants presented to Council monthly.

REFERENCE TO DELIVERY PLAN ACTION

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

Outcome 2.1 Welcoming, resilient and involved communities

DISCUSSION

The Greater Hume Council Youth Services and Youth Advisory Committees organise events and programs throughout the year in order to address the cultural, educational, recreational needs of the young people in the community.

Social Media – July 21

The promotion for all youth events including Adulting 101 program are reaching great numbers on the Facebook page. There are currently 407 page likes. Reach 3488 increase of 1182%, Engagement 184 increase 513%.

Youth Events

Proposed youth events implemented from the Youth Action Plan including Adulting 101 program funded by a Greater Hume Council Youth Services – Stronger Country Community Round 3 grant. RSA Courses have been held in the first half of the year at both Billabong High School and St Paul's College. All courses are held at no charge to the young people due to the available funding from Adulting 101 grant.

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YOUTH SERVICES [CONT'D]

Program	Month	Location	Participants
Adulting 101 – First Aid	11 August 21	St Paul's College	10
Adulting 101 – First Aid	13 September 21	St Paul's College	20
Adulting 101 – RCG	October DTD		20
September/October School Holidays – Online Soap Making and pick up packs from the library	October	Greater Hume Council	60
Adulting 101 – Youth Expo	15 October 21	St Paul's College	100
Adulting 101 – Youth Expo	5 November 21	Billabong High School	100
Work Inspiration Day	12 November 21	Holbrook	20
Adulting 101 – First Aid	November DTD	Billabong High School	20
Adulting 101 – First Aid	November DTD	St Paul's College	12

Grant Funding Opportunities for July 21

Youth Services continue to apply for funding to strengthen the delivery of programs and services to young people in the Greater Hume Council. Youth Opportunity and FRRR Heywire grants opened in July for August submission.

Program	Description	Location	Grant Application Request
Youth Opportunity	A focus on providing young people with the opportunity to develop a range of life skills	Greater Hume Council	Grants between \$10,000 and \$50,000
FRRR Heywire	This program helps communities take action on the ideas generated by young Australians.	Greater Hume Council	Grants up to \$10,000

BUDGET IMPLICATION

Nil. Works are funded from budget allocations.

CONCLUSION

The Greater Hume Youth Service team are constantly working to remain up to date with the issues and opportunities surrounding our young people. Youth Services, Schools and TAFE NSW are working together to ensure the The Adulting 101 project is successfully promoted to young people in Greater Hume Council over the next two years. Youth Services will continue to apply for funding to ensure young people in Greater Hume Council are provided with opportunities to increase their life skills, education, cultural and recreational activities.

RECOMMENDATION

For the information of Councillors

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ENGINEERING

1. JULY 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 progressing, with finalisation of works delayed by wet weather.

Regional Roads

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

Local Roads

Sealed

General maintenance on local roads is continuing.

Road reconstruction on Fellow Hills Road has commenced with culvert upgrades.

Unsealed:

Council's Gravel Resheeting Program is continuing with the following roads; Alma Park Cemetery Road and Sutherland Road being started.

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

Clifton Ring Road	Stonehaven Road
-------------------	-----------------

Urban Streets:

General maintenance of urban streets is continuing.

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

General:

General maintenance of public toilets and parks is continuing.

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JULY 2021 REPORT OF WORKS [CONT'D]

Monthly Works Maintenance Expenditure:

Local Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Urban Roads Maintenance	\$450,604	\$37,550	\$21,930	\$15,621	
Rural Roads Sealed	\$800,000	\$66,667	\$43,763	\$22,903	
Rural Roads Unsealed	\$1,154,289	\$96,191	\$33,842	\$62,349	
Street Tree Maintenance	\$252,335	\$21,028	\$30,305	-\$9,277	Removal of dangerous trees - \$16,580

Regional Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Regional Roads Maintenance	\$826,239	\$68,853.25	\$57,759	\$11,094	

Sportsgrounds, Parks & Public Toilets	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Sportsground Maintenance	\$192,000	\$16,000	\$15,697	\$303	
Parks & Gardens Maintenance	\$347,180	\$28,932	\$12,074	\$16,858	
Public Toilets Maintenance	\$177,216	\$14,768	\$11,847	\$2,921	

NB : Sportsground Maintenance excludes annual GHC contribution payment

2. WATER & SEWER REPORT – JULY 2021

Capital Works Program:

- Jindera SPS 1,2,3,4,5,8,9 – New monitoring system - WIP

Operation & Maintenance:

- New water service connection – 7 Terlich Way, Jindera
- New water service connection – 12 Terlich Way, Jindera
- New water service connection – 17 Main St, Gerogery
- Water service repair – 4 Polack St, Jindera
- Water service repair – 38 Pech Ave, Jindera
- Sewer main choke – 2 Nyhan St, Holbrook

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

Other:

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

Drinking Water Monitoring Program:

- 8 x Water samples for Microbial Water Analysis submitted in the month of July 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 to Report			

Water Supply Sourced and Used

1 July 2021 – 31 July 2021	2019/2020	2020/2021	2021/2022
Culcairn Water Supply (ML)	9.1	8.9	8.69
Village Water Supply (ML)	17.86	23.78	23.68
Totals (ML)	29.96	32.68	32.38

Filling Stations Transactions

- Filling station sites - 28 transactions during the July 2021 period
- **Yearly Total Transactions - 28**

Filling Stations Usage

Station	July 2021 Total KL	2021-2022 Yearly Total
Culcairn	96.29	96.29
Jindera	73.4	73.4
Brocklesby	4.8	4.8
Burrumbuttock	0	0
Gerogery	0.1	0.1
Totals (KL)	174.59	174.59

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

Filling Station Customer Usage

Customer	July 2021 Total KL	2021-2022 Yearly Total
Council – Road Construction, Maintenance & Tree Watering	14.33	14.33
Contractors – Water Carters, Households & Roadworks	154.96	154.96
Residents	4.8	4.8
Fire Brigade (RFS)	0.5	0.5
Totals (KL)	174.59	174.59

RECOMMENDATION

For Councillors' information

ENVIRONMENT AND PLANNING

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

The schedule of development applications processed for the month of July 2021 is attached at **ANNEXURE 7**.

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2. RANGER'S REPORT – JULY 2021

COMPANION ANIMALS

No. of Complaints Received 21		Including: 4 barking dogs, 10 roaming dogs, 2 dealing with aggressive dogs, 3 nuisance dogs aggression, Menacing Order issued and dog compliance checks conducted.		
No. of dog attacks: 2		Location: Gerogery West	Delivery driver entered a property and when the face mask was put on the dog bit her. Nuisance Dog Order issued.	
		Morven	Two dogs chasing stock. Nuisance Order and infringements issued.	
Comments:				
		Dogs		Cats
In Council's Facility at Beginning of Month				
Captured & Returned to Owners		4		
Captured & Impounded		6		2
Released from Pound to Owners		5		1
Surrendered by Owners		1		
Rehomed		1		
Euthanased				1
Remaining in Council's Facility at End of Month				

FERAL CATS

No. of Complaints:	4
No. Feral Cats caught:	7

LIVESTOCK

	Cattle	Sheep	Horse	Goats	Other Alpacas
No. of Reports of Stock on Roads	4	5			
Instances - Returned to owners	5	5			
Impounded					
Vehicle accidents involving stock					

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

None.

ABANDONED VEHICLES

None.

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RANGER'S REPORT – JULY 2021 [CONT'D]

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted.
Pollution: Noise	Barking – Jindera, Walla Walla, Burrumbuttock, Culcairn – vehicles in yard. Noise abatement issued by the police.
Pollution: Waste	Holbrook, Jindera, Alma Park, Talmalmo, Walla Walla – household waste removed by council. Bungowannah - household waste in creek removed by council and infringement issued. Gerogery West and Mountain Creek – car tyres removed by council. Jindera – smoke from a fire. No action taken.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections	6	3	3
Pre-Purchase Inspections	1		
OSMS Orders issued	4		
OSMS Orders Compliance Inspections	1	1	
Plumbers Site Inspections	1		
OSMS Upgrade Applications Received			
OSMS Approvals To Do Works Issued			
OSMS Approvals To Operate Issued	3		
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	1		
Solicitors letter			
Vacant Land checks			

OTHER WORKS CONDUCTED

- RID online (Report Illegal Dumping online) updating with data entry.
- Holbrook, Culcairn and Jindera landfill site works, landfill water pump, refuelling conducted and camera checks.
- Pools - monitor ducks under permit from NPWS.
- Assist RSPCA with companion animal and stock welfare issues.
- Sound monitoring various locations.
- Illegal wood cutting on roadside Woomargama and Cookardinia. Infringements issued.
- Parking 'For Sale' cars Jindera. Removed by owners
- Setting up for the Covid-19 testing at Jindera.
- Training with Revenue NSW.

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3. SENIOR WEEDS OFFICER'S REPORT – JUNE 2021

Spraying of roadsides have been completed on the following roads

- MR 78 (Olympic Hwy)
- MR 284 (Little Billabong, Tumbarumba RD)

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

Spraying of Horehound is ongoing in the western area of council.

Control work of Serrated Tussock is ongoing on Hovell RD.

Control work of coolatai grass has been completed throughout council roadsides.

Spraying of drains is ongoing at the following towns.

- Jindera
- Walla Walla

Controlling and monitoring of Rabbit infestations throughout the council.

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

RECOMMENDATION

That this report be received and noted.

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PART D

Attached, in **ANNEXURE 8**, are minutes of the following meetings:

- Audit, Risk & Improvement Committee Chair Report – August 2021
- Audit, Risk & Improvement Committee Minutes – 3 August 2021