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**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 21 JULY 2021**

OFFICERS' REPORTS – PART A - FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. MEMORANDUM OF UNDERSTANDING – RESIDENTIAL WASTE & RECYCLING COLLECTION SERVICES FOR A JOINT TENDER PROCESS

Report prepared by Director Environment and Planning – Colin Kane

REASON FOR REPORT

This report will advise Council that staff have been working on a collaborative process with staff from Albury City Council, Federation Council, Indigo Shire and the City of Wodonga in a joint tender process for the supply of Residential Waste and Recycling Collection Services. It will seek a Council resolution in accordance with Clause 400(4) of the Local Government (General) Regulation 2005 to affix the common seal of Greater Hume Shire Council and for the Mayor and General Manager to execute a Memorandum of Understanding (MOU) concerning the Joint Tender Process for the Residential Waste and Recycling Collection Services.

REFERENCE TO DELIVERY PLAN ACTION

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

Outcome 4.1 Infrastructure and facilities meet the needs of our communities

DISCUSSION

It is advised that Council staff have been working on a collaborative process with staff from Albury City Council, Federation Council, Indigo Shire and the City of Wodonga to prepare a joint Request for Tender for the supply of Residential Waste and Recycling Collection Service. The proposed time frame for the Request for Tender is that it will be advertised in July 2022 for a commencement date of the 1 July 2024.

The Waste and Recycling Collection Services to be incorporated in the Request for Tender include the following waste streams:

- Domestic Kerbside Putrescible Waste.
- Domestic Kerbside Recyclables.
- Domestic Kerbside Organic Wastes.

Councils are working collaboratively to encourage resource sharing and to support best value principles. The Councils recognise that the market that they operate within for Waste and Recycling Collection is limited in scope due to factors of population, geographic size and location. In this setting the Councils consider that entering into a MOU to prepare a joint Request for Tender will encourage competition from a broader spectrum of potential contractors.

The MOU will provide surety for each Council involved that their specific needs will be addressed and where practicable included in the Request for Tender. The MOU also establishes agreed principles for the sharing of costs and the respective obligations of the Councils to evaluate the Tender responses. The MOU is attached in **ANNEXURE 1**.

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MEMORANDUM OF UNDERSTANDING – RESIDENTIAL WASTE & RECYCLING
COLLECTION SERVICES FOR A JOINT TENDER PROCESS [CONT'D]

BUDGET IMPLICATION

The costs incurred by each participating Council is to be distributed on a pro rata basis in accordance with the number of households within each Council area.

CONCLUSION

Greater Hume has previously worked in a similar collaborative process with Albury City Council, Federation Council, Indigo Shire and the City of Wodonga to prepare tender documentation which resulted in the engagement of the current waste and recycling contractor. It is considered that process has resulted in Greater Hume Council's ratepayers receiving excellent value for money for the delivery of the services. Consequently it will be recommended that Greater Hume Council endorse the MOU for the preparation of a Request to Tender for the supply of Residential Waste and Recycling Services.

RECOMMENDATION

1. Council endorse Greater Hume Council involvement in the collaborative process to prepare a Request to Tender for the supply of Residential Waste and Recycling Services.
2. Pursuant to Clause 400(4) of the Local Government (General) Regulation 2005 Council endorse the affixing of the common seal of Greater Hume Shire Council to the Memorandum of Understanding Residential Waste and Recycling Collection Services and authorise the signing of the documents by the Mayor and the General Manager.

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GOVERNANCE

1. CULCAIRN RESIDENTIAL ESTATE – PROPOSED LOAN BORROWING OF \$1.5M

Report by General Manager – Steven Pinnuck

REASON FOR THE REPORT

For Council to consider entering into a loan borrowing of \$1.5M repayable over 10 year for the above project.

REFERENCE TO DELIVERY PLAN ACTIONS

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

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

DISCUSSION

Councillors would be aware that Council was successful in obtaining an interest rate subsidy on a loan borrowing of \$1.5M through NSW Planning, Industry and Environment for the Culcairn Residential Subdivision Project. A copy of the correspondence from NSW Planning, Industry and Environment is included below for Councillors information.

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CULCAIRN RESIDENTIAL ESTATE – PROPOSED LOAN BORROWING OF \$1.5M
[CONT'D]



**Planning,
Industry &
Environment**

IRF21/647

Mr Steven Pinnuck
General Manager
Greater Hume Shire Council
P.O. Box 99
Holbrook NSW 2660

Dear Mr Pinnuck,

Thank you for your application for grant funding under the Low Cost Loans Initiative (LCLI). I am pleased to advise that your application for the 'Culcairn residential subdivision' project was recommended for funding. The Minister for Planning and Public Spaces has approved LCLI interest reimbursement funding to Council, for:

Project name: Culcairn Subdivision
LCLI interest refund: \$105,501.38

The Office of Local Government will send Council a funding agreement shortly setting out terms and conditions of the LCLI. Council will be expected to advise its loan provider that it has been approved for LCLI funding and negotiate the final loan agreement. Once the loan is finalised, a certified copy of the final loan agreement must be provided to the Office of Local Government. The funding agreement will then be signed.

If you have any questions, please contact Suresh Kumar, Senior Infrastructure Planning Officer at the Department on (02) 9373 2833.

Yours sincerely

A handwritten signature in black ink, appearing to read 'MR', with a flourish at the end.

19.03.2021

Martin Reason
Executive Director
Infrastructure and Place

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**CULCAIRN RESIDENTIAL ESTATE – PROPOSED LOAN BORROWING OF \$1.5M
[CONT'D]**

Recent advice from the NSW State Government is that the \$1.5M loan needs to be drawn down if Council is to take advantage of the interest rate subsidy. The borrowing has been included in Council's 2017/2022 Delivery Plan adopted at the June Council meeting.

The Business case presented as part of the funding application was based on an interest rate of 2.63% however Council has been given an indicative rate of 1.79% over 10 years from NSW Treasury. This will generate an interest subsidy over the 10 years of \$72,468.86 with an effective interest rate of 0.895%.

The estimated loan repayment schedule is included for Councillors information.

Loan Calculator										
Enter Values						Loan Summary				
Loan Amount	\$	1,500,000.00	Scheduled Payment	\$	82,246.89					
Annual Interest Rate		1.79 %	Scheduled Number of Payments		20					
Loan Period in Years		10	Actual Number of Payments		20					
Number of Payments Per Year		2	Total Early Payments	\$	-					
Start Date of Loan		1/08/2021	Total Interest	\$	144,937.73					
Optional Extra Payments	\$	-	Period Fee	\$	-					
Monthly Fee	\$	-	Total Period Fees	\$	-					
Lender Name: Culcairn Residential Estate										
Pmt No.	Payment Date	Beginning Balance	Scheduled Payment	Period Fees	Payment	Total Payment	Principal	Interest	Ending Balance	
1	1/02/2022	\$ 1,500,000.00	\$ 82,246.89	\$ -	\$ -	\$ 82,246.89	\$ 68,821.89	\$ 13,425.00	\$ 1,431,178.11	
2	1/08/2022	1,431,178.11	82,246.89	0.00	0.00	\$ 82,246.89	\$ 69,437.84	\$ 12,809.04	\$ 1,361,740.27	
3	1/02/2023	1,361,740.27	82,246.89	0.00	0.00	\$ 82,246.89	\$ 70,059.31	\$ 12,187.58	\$ 1,291,680.96	
4	1/08/2023	1,291,680.96	82,246.89	0.00	0.00	\$ 82,246.89	\$ 70,686.34	\$ 11,560.54	\$ 1,220,994.62	
5	1/02/2024	1,220,994.62	82,246.89	0.00	0.00	\$ 82,246.89	\$ 71,318.98	\$ 10,927.90	\$ 1,149,675.63	
6	1/08/2024	1,149,675.63	82,246.89	0.00	0.00	\$ 82,246.89	\$ 71,957.29	\$ 10,289.60	\$ 1,077,718.34	
7	1/02/2025	1,077,718.34	82,246.89	0.00	0.00	\$ 82,246.89	\$ 72,601.31	\$ 9,645.58	\$ 1,005,117.04	
8	1/08/2025	1,005,117.04	82,246.89	0.00	0.00	\$ 82,246.89	\$ 73,251.09	\$ 8,995.80	\$ 931,865.95	
9	1/02/2026	931,865.95	82,246.89	0.00	0.00	\$ 82,246.89	\$ 73,906.69	\$ 8,340.20	\$ 857,959.26	
10	1/08/2026	857,959.26	82,246.89	0.00	0.00	\$ 82,246.89	\$ 74,568.15	\$ 7,678.74	\$ 783,391.11	
11	1/02/2027	783,391.11	82,246.89	0.00	0.00	\$ 82,246.89	\$ 75,235.54	\$ 7,011.35	\$ 708,155.57	
12	1/08/2027	708,155.57	82,246.89	0.00	0.00	\$ 82,246.89	\$ 75,908.89	\$ 6,337.99	\$ 632,246.68	
13	1/02/2028	632,246.68	82,246.89	0.00	0.00	\$ 82,246.89	\$ 76,588.28	\$ 5,658.61	\$ 555,658.40	
14	1/08/2028	555,658.40	82,246.89	0.00	0.00	\$ 82,246.89	\$ 77,273.74	\$ 4,973.14	\$ 478,384.66	
15	1/02/2029	478,384.66	82,246.89	0.00	0.00	\$ 82,246.89	\$ 77,965.34	\$ 4,281.54	\$ 400,419.31	
16	1/08/2029	400,419.31	82,246.89	0.00	0.00	\$ 82,246.89	\$ 78,663.13	\$ 3,583.75	\$ 321,756.18	
17	1/02/2030	321,756.18	82,246.89	0.00	0.00	\$ 82,246.89	\$ 79,367.17	\$ 2,879.72	\$ 242,389.01	
18	1/08/2030	242,389.01	82,246.89	0.00	0.00	\$ 82,246.89	\$ 80,077.50	\$ 2,169.38	\$ 162,311.51	
19	1/02/2031	162,311.51	82,246.89	0.00	0.00	\$ 82,246.89	\$ 80,794.20	\$ 1,452.69	\$ 81,517.31	
20	1/08/2031	81,517.31	82,246.89	0.00	0.00	\$ 81,517.31	\$ 80,787.73	\$ 729.58	\$ -	

Whilst it is likely that the funds will be held by Council for several months, the net impact to Council with the funds being invested will be minimal.

Accordingly authority to undertake the loan borrowing with a drawn down date of 1 August 2021 is sought.

BUDGET IMPLICATIONS

The low cost loan initiative will save Council \$72,468.86 over the 10 year term of the loan.

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CULCAIRN RESIDENTIAL ESTATE – PROPOSED LOAN BORROWING OF \$1.5M
[CONT'D]

CONCLUSION

Council was successful in obtaining an interest rate subsidy on a loan borrowing of \$1.5M through NSW Planning, Industry and Environment for the Culcairn Residential Estate.

Council has been given an indicate rate of 1.79% over 10 years from NSW Treasury. This will generate an interest subsidy over the 10 years of \$72,468.86 with an effective interest rate of 0.895%.

Accordingly authority to undertake the loan borrowing with a drawn down date of 1 August 2021 is sought.

RECOMMENDATION

That:

1. Council authorise the General Manager to arrange a loan borrowing of \$1,500,000 from NSW Treasury Corporation with a draw down date of 1 August 2021 and
2. the Mayor and General Manager be authorised to sign loan documentation under the Common Seal of Council.

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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

To advise Councillors that the Local Government NSW Annual Conference will be held from Sunday 28 November to Tuesday 30 November 2021 at the Hyatt Regency, Sydney.

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

The Local Government NSW Annual Conference will be held from Sunday 28 November to Tuesday 30 November 2021 at the Hyatt Regency, Sydney, COVID restrictions permitting. The Conference always provides an opportunity to raise issues of importance to Greater Hume Council and local government industry more broadly.

Correspondence has been received from Local Government NSW outlining registration, voting delegates, voting entitlements and submission of motions. The correspondence is detailed at **ANNEXURE 2**.

Motions

Council has the opportunity to submit motions for consideration at the Conference.

The Board has resolved that motions will be included in the Business Paper for the Conference where they:

- a) are consistent with the objects of the Association (see Rule 4 of the Association's rules);
- b) relate to Local Government in NSW and/or across Australia;
- c) concern or are likely to concern Local Government as a sector;
- d) seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
- e) have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
- f) are clearly worded and unambiguous in nature; and
- g) do not express preference for one or several members over one or several other members.

Member Councils are encouraged to submit motions by **27 September 2021**. The latest date motions can be accepted for inclusion in the Business Paper is **12 midnight on Sunday 31 October 2021**.

To meet the deadline for submission of motions (27 September), it will be necessary for any proposed motions to be considered by Council at the August meeting, given the complexities of the local government elections on 4 September.

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

Therefore it is recommended that Councillors advise the General Manager of proposed motions at the earliest opportunity to ensure research can be undertaken, if required.

Voting delegates

Once again Council will be able to nominate two voting delegates in accordance with the formula for calculating members' voting entitlements.

Attendance

Generally Council approves the attendance of the Mayor and Deputy Mayor as voting delegates and the General Manager and one other Councillor as observers for the annual Conference of the peak local government body in NSW.

Accommodation bookings have been made for four Council representatives.

Other important dates are outlined in the table below.

Deadline	Action
27 September	Deadline for submitting motions (note: the latest date motions can be accepted for inclusion in the Business Paper is 31 October)
2 November	Deadline for members to provide names to LGNSW of delegates who will vote on Motions

BUDGET IMPLICATIONS

Expenditure allocations are included in the 2021/2022 Budget to enable Councillor and senior staff attendance at this Conference.

CONCLUSION

The annual conference of NSW Local Government is an excellent forum to raise issues affecting local government and the communities they represent. Accordingly, it is recommended that Council again be represented.

RECOMMENDATION

That:

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.

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3. GREATER HUME COUNCIL COMMITMENT TO PARTICIPATE IN WELCOMING CITIES NETWORK

Report prepared by Economic Development Coordinator – Marg Killalea

REASON FOR REPORT

For Council to consider a commitment to participate in the Welcoming Cities network.

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

Welcoming cities is an initiative of Welcoming Australia funded by the Scanlon Foundation. The initiative was launched in 2016 and seeks to support local government councils and communities to develop a more cohesive approach to migration, settlement, cultural diversity and inclusion – delivering greater social and economic outcomes for all residents.

On 2 June 2021 Council received a presentation by Aleem Ali, Chief Executive Officer, Welcoming Australia, about the Welcoming Cities initiative.

In his presentation, Mr Ali's focused on data analysis about Greater Hume region as a potential 'welcoming region' highlighting that:

- Greater Hume's resident population is expected to increase by 4.5% by 2041 (pre COVID-19 estimate)
- Internal migration is driving population growth
- Greater Hume has an older age profile than that of NSW, the working age population needs renewal: migrants could meet this need
- Greater Hume population is much less culturally/linguistically diverse than NSW overall
- Housing affordability could be a significant incentive for potential migrants
- Low unemployment rates in Greater Hume and employment growth in the Riverina suggests strong labour market conditions

Welcoming Cities support councils as the facilitator to ensure that both established residents and recently arrived migrants have access to and support to engage in ongoing socio-economic opportunities and community life.

Becoming a member of the network, broadly involves a formal commitment from Council to participate in the Welcoming Cities network.

To cater for the diversity of local councils and their communities, The Welcoming Cities Standard has a range of entry and accreditation levels. There is no obligation or requirement for councils to progress through the accreditation levels. However, accreditation expires (and can be renewed or progressed) every 3 years.

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GREATER HUME COUNCIL COMMITMENT TO PARTICIPATE IN WELCOMING CITIES NETWORK [CONT'D]

It is proposed that Greater Hume step into the network at the entry level 'Committed' which will deliver a public statement of Council's intent to champion the principles of welcoming and inclusion. Greater Hume would be joining a network of like-minded peers (other councils who have had a similar journey), and gain the benefit of support and experience to chart their progress and identify the next steps towards becoming a Welcoming City. Membership at the entry level of 'committed' does not attract a fee.

A copy of the Assessment and Accreditation page from the standard is attached which outlines the five levels of accreditation is attached at **ANNEXURE 3**. Also a copy of the Commitment to participate in the Welcoming Cities Network is also attached at **ANNEXURE 4**.

Joining the Welcoming Cities Network is seen as a logical next step for Council and builds on the earlier and ongoing community work undertaken by the Walla Walla Refugee Resettlement Committee which, since 2018, has been working to establish Walla Walla as a secondary refugee resettlement area. Several secondary refugee migrants now call Walla Walla home. Further, two allotments in Council's new residential land estate at Jacob Wenke Drive have been sold to migrants who plan to relocate to Walla Walla.

In June 2021, Walla Walla Refugee Resettlement Committee offered support and encouragement for Council to join the Welcoming Cities initiative.

Members of the Rotary Club of Holbrook have recently commenced learning English sessions with newly arrived residents for whom English is their second language.

On 21 June 2021, The NSW Government announced a commitment to progressing opportunities for regional resettlement through a \$3 Million investment to deliver the NSW Growing Regions of Welcome (NSW GROW) Pilot Program. NSW Grow aims to attract and retain newcomers, and to assist with relocation to regional NSW and at the same time address critical workforce needs in regional areas that would usually be filled by overseas migration. A further report on NSW GROW program will be provided in the August agenda.

By joining the Welcoming Cities initiative, Greater Hume Council can build on its awareness and ability to embrace diversity, and be effective in communicating why this is important with established residents and local communities. In essence taking a 'whole of council and whole of community' approach to become a 'welcoming city' going forward thus providing win-win opportunities for rural communities of the Greater Hume region.

BUDGET IMPLICATION

Membership of Welcoming Cities entry level does not attract a fee. Costs are tiered (based on population) for higher levels and accreditation.

CONCLUSION

The Welcoming Cities network seeks to support local government councils and communities to develop a more cohesive approach to migration, settlement, cultural diversity and inclusion – delivering greater social and economic outcomes for all residents. Joining the Welcoming Cities network is seen as a logical next step for Council in attracting newcomers including secondary refugee migrants to resettle in the Greater Hume region.

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GREATER HUME COUNCIL COMMITMENT TO PARTICIPATE IN WELCOMING CITIES
NETWORK [CONT'D]

RECOMMENDATION

That Greater Hume Council formally commits to become a member of the Welcoming Cities network at the 'Committed' entry level.

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CORPORATE AND COMMUNITY SERVICES

1. REQUESTS TO AMEND WATER CHARGES

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present a request from the owners of 74 Balfour Street Culcairn for Council to consider reducing the amount of water usage charges levied for the period December 2020 – March 2021. This property has incurred significantly increased water usage charges as a result of leaks in internal water lines.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

Council has received correspondence from J A Wild of 74 Balfour Street Culcairn in relation to water usage charges levied for the period December 2020 – February 2021. The charges were based on abnormally high water consumption.

The water usage account for the period December 2020 – February 2021 was based on a total consumption of 580kls or an average of 6.04kls per day. The usage for the following billing period i.e. March 2021 – May 2021 was 26kls or 0.31kls per day. The average quarterly usage for the four previous billing periods was 82.75kls or 0.89kls per day. The account in question has been paid in full.

The following table details water usage at the property over the past six (6) billing periods:

Billing Period	Water Usage	Daily Usage	Average
March 2021 – May 2021	26kls	0.31kls	
December 2020 – February 2021	580kls	6.04kls	
September 2020 – November 2020	68kls	0.8kls	
June 2020 – August 2020	61kls	0.6162kls	
March 2020 – May 2020	76kls	0.9744kls	
December 2019 – February 2020	126kls	1.2115kls	

The above analysis indicates that the significant increase in water usage at the property during the December 2020 – February 2021 billing period compared to the long term average was the result of unknown leaks that, when discovered, the landowners have taken reasonable steps to have repaired as quickly as possible. Receipts from the plumbers engaged to undertake the repair works have been provided to Council to confirm that the work was undertaken.

However, over past years Council has considered similar requests to have water usage charges waived or lowered as a result of water lost through leaks in internal supply lines and on each occasion Council has resolved to not accede to the request of the landowner to have the charges lowered and that the full amount levied remain payable. That being the case, it will be recommended that Council adopt the same position in relation to the request outlined in this report.

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REQUESTS TO AMEND WATER CHARGES [CONT'D]

BUDGET IMPLICATIONS

Nil if no reduction in water charges is applied.

CONCLUSION

The significant increase in water usage at 74 Balfour Street Culcairn compared to the long term average was the result of unknown leaks that, when discovered, the landowner took reasonable steps to have repaired. However, over past years Council has considered similar requests to have water usage charges waived or lowered as a result of water lost through leaks in internal supply lines and on each occasion Council has resolved to not accede to the request of the landowner to have the charges lowered.

RECOMMENDATION.

That Council not accede to the request to waive water charges levied at 74 Balfour Street Culcairn for the period December 2020 to February 2021.

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COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 21 JULY 2021**

2. POLICY DEVELOPMENTS

Report prepared by Director Corporate & Community Services – David Smith

REASON FOR REPORT

To present new and revised policies for consideration.

REFERENCE TO DELIVERY PLAN ACTION

Objective We lead a vibrant, connected and inclusive community

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

DISCUSSION

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

1. Children Services Debt Recovery Policy

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
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POLICY DEVELOPMENTS [CONT'D]



Children Services – Debt Recovery Policy

Document Name	Document Version Number	Review Date
Children Services - Debt Recovery Policy		
Date Adopted	Minute Number	Status

Purpose

The objective of this policy is to ensure monies owed to Council are recovered in a timely, efficient and effective manner in order to ensure we are financially viable at all times.

Whilst carrying out this responsibility Council will;

- Treat all people fairly and consistently under this policy;
- Treat all matters under this policy confidentially and
- Treat all people with respect and sensitivity in considering their circumstances

Scope

This policy applies to any person/s owing childcare fees to Council.

Definitions

Account Holder/s: The person liable for payment of the childcare fees to Council

Policy Content

This policy provides a framework for the effective and efficient collection of outstanding childcare fees and fulfils statutory requirements in relation to the recovery of fees and charges.

1. RECOVERY OF CHILDCARE FEES

1.1 Childcare Fees Invoices and Statements

Invoices are raised on a fortnightly basis. The due date for payment is seven (7) days after the invoice date. Within seven (7) days of the close of a month a statement will be issued.

1.2 Reminder Phone Call

If an account is not paid within fourteen (14) days of the invoice date, the account holder/s will be contacted by telephone and given a verbal reminder. If they are not contactable via telephone a friendly reminder will be emailed.

1.3 First Reminder Notice

If the account is not paid within twenty-one (21) days of the invoice date a reminder letter will be emailed and posted to the account holder/s.

1.4 Second Reminder Notice

If the account is outstanding at thirty (30) days of the invoice date, a second reminder will be emailed and posted to the account holder/s. The reminder notice will advise that the recovery of the outstanding childcare fees may be referred to Council's debt collection agency if the overdue amount is not paid in full with the period specified on the reminder notice. The notice will also advise that arrangements may be made with Council to pay the overdue amount.

1.5 Final Reminder Notice

If the account is outstanding at thirty-five (35) days of the invoice date, a final reminder will be emailed and posted to the account holder/s. The final reminder notice will advise that if payment is not made in full within five (5) business days, care will cease for the child/children.

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POLICY DEVELOPMENTS [CONT'D]



Children Services – Debt Recovery Policy

1.6 Recovery Action – Debt Collection Agency

- a) The debt collection agency will as soon as practicable after receipt of a referral from Council issue a notice to the account holder/s in relation to each overdue account advising that Council has referred the debt to the agency for collection and that payment is required within seven (7) days of the date of the notice, otherwise legal action will commence. The notice is to specify the minimum amount in legal costs that may be added to the account holder's account if legal action is commenced.
- b) Following the expiration of the seven (7) days as requested in the notice the debt collection agency is to issue a statement of liquidated claim following approval from Council to proceed with legal action.
- c) Following the statutory period after service of the statement of liquidated claim and with Council's approval the debt collection agency is to issue a pre-judgement notice. The notice advises the account holder/s that Council intends to proceed with Default Judgement against them unless payment is received within seven (7) days of the date of notice. The notice is to specify the minimum amount of legal costs that may be added to the account if judgement is entered against the account holder/s and information explaining to the account holder/s that a default judgement will be listed on their credit file for a period of five (5) years even if the amount is subsequently paid/finalised and that this listing may affect the success or failure of future applications for credit.
- d) Following the expiration of the seven (7) days as requested in the notice the debt collection agency is to then obtain judgement against the account holder/s following approval from Council to proceed with legal action.
- e) Once judgement is obtained against the account holder/s, the debt collection agency with Council's approval is to take the necessary proceedings to recover the debt including but not limited to;
 - A garnishee of income
 - Writ of execution on goods and chattels
 - Examination summons
 - Service of a rent order where property is tenanted
 - Bankruptcy proceeding (subject to resolution of Council)

1.7 Arrangement to repay Childcare Account

An account holder may at any time make an arrangement to pay of their outstanding account by regular payments, subject to the following guidelines

- Payments must be made on a weekly or fortnightly basis
- Arranged payments must be of an amount so that all amounts owing is paid in full by 30 June of the current financial year.
- Extenuating circumstances can be taken into consideration if either of the above two conditions cannot be met, but must be referred to the Accounting Officer or Chief Financial Officer for approval.

Where the account holder/s has not honoured a previous arrangement the Accounting Officer has the discretion as to whether to accept a new payment arrangement or continue with further recovery action. Any new arrangement cannot be accepted until payment is received to show good faith.

In the event that an account holder/s fails to make a payment in full under an arrangement and does not notify Council of any financial difficulty, the total amount outstanding becomes payable and is subject to Council's normal recovery procedures without further notice to the account holder/s.

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POLICY DEVELOPMENTS [CONT'D]



Children Services – Debt Recovery Policy

2. LEGAL COSTS

All debt recovery costs and fees associated with any course of action are to be borne by the owner of the debt.

All requests for a review of legal costs will be assessed and the facts of the case collated by the Accounting Officer with the final decision as to whether the costs will be written off to be made by the General Manager, subject to the amount in question being less than \$1,000. In cases where the amount being appealed is greater than \$1,000 the matter will be referred to Council for consideration.

3. THIRD PARTY REPORTING

Council will not supply private credit agencies with information regarding legal action it has taken in the recovery of overdue fees. However, Council recognises that judgement details are supplied to credit agencies by NSW courts.

If an account holder/s request proof that a debt owed to Council has been paid, a notice will be issued by Council or Council's debt recovery agency confirming payment has been made. Such notices will only be issued if all overdue debts have been paid in full.

Further, if an account holder requests a Notice of Discontinuance to finalise a judgement at the Court, Council will require all overdue debts to be paid in full. If this requirements is met, Council's debt collection agency will carry out the process for a Notice of Discontinuance urgently, they can apply for the Notice of Discontinuance themselves through the Court. Council will not commence the process if

Links to Policy
Hardship Policy

Links to Procedure
Fees Procedure

Links to Forms
Nil

Responsibility
Director Corporate & Community Services

Document Author
Accounting Officer

Relevant Legislation
Local Government Act 1993
Local Government (General) Regulations 2005

Associated Records
Nil

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POLICY DEVELOPMENTS [CONT'D]

This is a new policy confirming action to be taken by Council in order to recover outstanding childcare fees.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

RECOMMENDATION

That the Greater Hume Council Children Services Debt Recovery Policy be adopted.

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3. CLOSURE AND SALE OF UNUSED SECTION OF ROAD – HOFFMANS ROAD

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

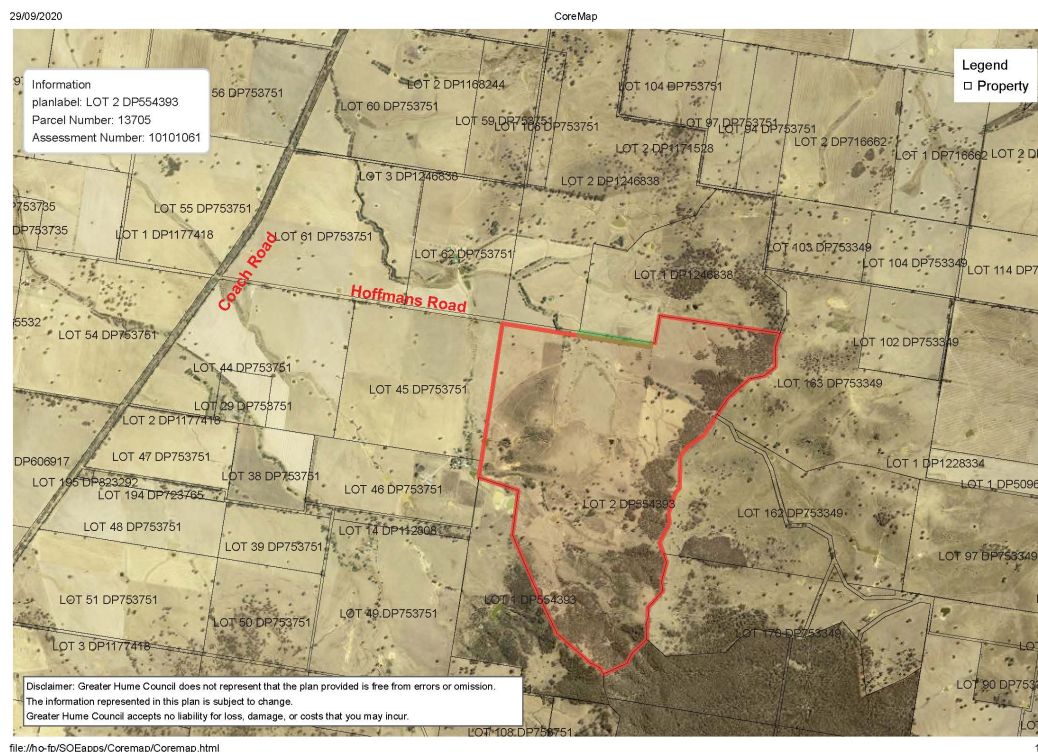
The purpose of this report is to seek Council's consent to close a section of unused road and sell the land to the adjoining property owners.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Council has received a "Closing of Council Public Road Application" from Simon and Kirsty Wilksch who wish to close and purchase a portion of an unused section of road reserve adjacent to their property. The section of unused road separates Lot 2 DP 554393 from Lot 1 DP 1246838. A copy of the map highlighting the proposed road closure in green is below:



Council may close a public road, as the road authority, under Section 38A of the Roads Act 1993 if:

- a. The road is not reasonably required as a road for public use (whether for present or future needs), and
- b. The road is not required to provide continuity for an existing road network, and
- c. If the road provides a means of vehicular access to particular land, another public road provides lawful and reasonably practicable vehicular access to that land.

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CLOSURE AND SALE OF UNUSED SECTION OF ROAD – HOFFMANS ROAD [CONT'D]

Council staff have inspected the road and determined the road reserve is excess to Council requirements and not required for any current or future road network extensions.

The applicant has confirmed that construction has been undertaken on the road as evidenced by the placement of a culvert, along with the applicant placing gravel on the road from their gravel pit. The applicant also advises that they have maintained the road for many years utilising their own earth moving equipment and at their cost.

It appears that access to existing properties will be unaffected, with all current accesses contained in areas of the road reserve that is not to be sold.

A search has been undertaken to determine the status of the road which concludes that this road is a council public road within the meaning of the Roads Act 1993.

In accordance with the Roads Act 1993 Section 38(e)(2), whereby “*a public road that was previously vested in a council (other than a public road in respect of which no construction has ever taken place) – remains vested in the council*”, and given the information provided by the applicant regarding construction undertaken, the road would remain vested in Council upon closing.

This report seeks Council’s authorisation to invite submissions with respect to the potential closure and disposing of the unused section of road separating Lot 2 DP 554393 from Lot 1 DP 1246838 in accordance with Section 38B of the Roads Act 1993.

BUDGET IMPLICATION

The applicant is responsible for all associated costs in respect of the proposed road closing. Income received from the proceeds of the sale of the road, if approved, is to be reserved for acquiring land for public roads or for carrying out road work on public roads.

CONCLUSION

The section of unused road requested to be purchased by Simon and Kirsty Wilksch is surplus to Council needs and will have no impact on access to surrounding properties. It is therefore considered appropriate for Council to invite submissions in accordance with Section 38B of the Roads Act 1993.

A further report will be submitted to the Council upon the conclusion of the submission period of 28 days.

RECOMMENDATION

That Council invites submissions for a period of 28 days in respect of the potential closure and disposal of the unused section of road separating Lot 2 DP 554393 from Lot 1 DP 1246838 in accordance with Section 38B of the Roads Act 1993.

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4. LICENCE – PART LOT 2 DP 1271058 WAGGA ROAD, HOLBROOK

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

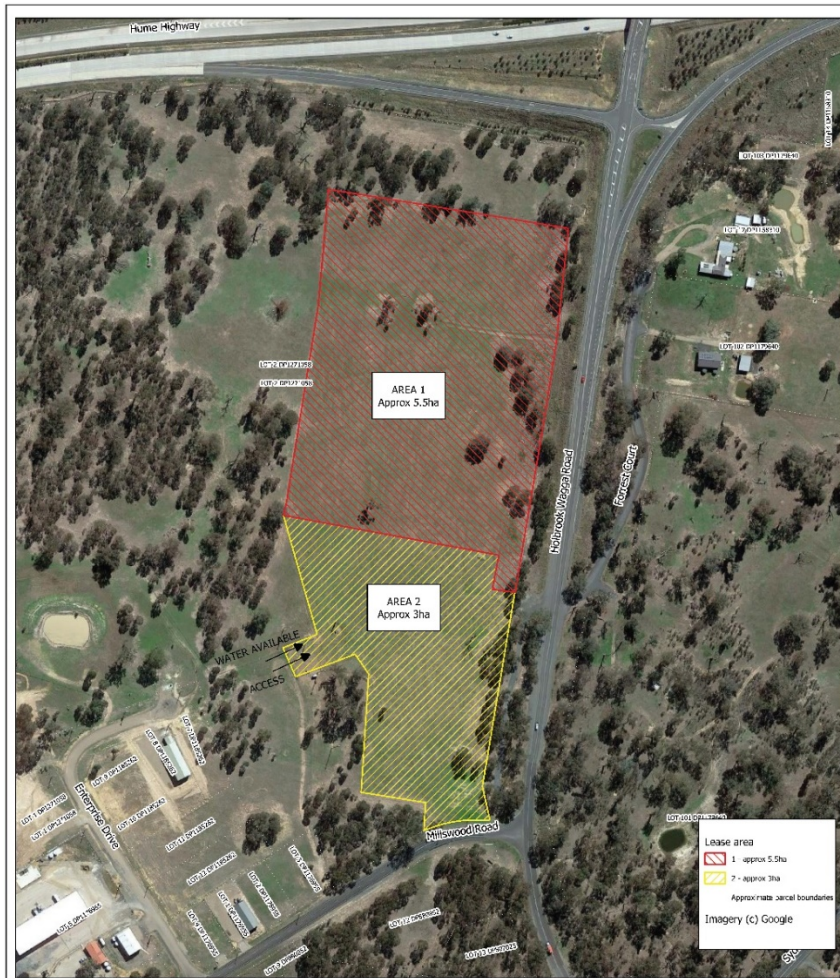
To advise Councillors of Expressions of Interest received to enter into a licence for Part Lot 2 DP 1271058, Wagga Road, Holbrook which was advertised in the Border Mail on Saturday 19 June 2021 and Saturday 26 June 2021 closing on Thursday 1 July 2021.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Expressions of Interest were advertised to enter into a licence for Part Lot 2 DP 1271058, Wagga Road, Holbrook for a 12 month term. The total area of the land is approximately 8.5ha. It was determined that the leased land be split into two parts being Area 1 and Area 2 to allow for real estate development to commence on Area 2 prior to the expiration of the proposed twelve month licence term, if needed. A copy of the plan indicating the separate areas is shown below:



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LICENCE – PART LOT 2 DP 1271058 WAGGA ROAD, HOLBROOK [CONT'D]

Recent advertising has resulted in the following Expressions of Interest being received.

EXPRESSION OF INTEREST	AMOUNT excluding GST	
	Area 1	Area 2
Jake Smith	\$1,363.64pa	\$38.18pm
Tanya Cheshire	\$2,363.64pa	\$78.88pm

It would be reasonable for council to accept the Expression of Interest from Tanya Cheshire in the amount of \$2,363.64 (ex GST) per annum for Area 1 and \$78.88 (ex GST) per month for Area 2 taking into consideration the costs to Council to undertake the maintenance and control of weeds and pests associated with this parcel of land.

Tanya Cheshire has been leasing the property for the past two years and has undertaken significant weed spraying and fertilisation to improve the land and mitigate fire risk.

The successful applicant will be permitted to graze stock on Area 1 for a period of twelve months and Area 2 on a month by month basis commencing on 1 August 2021 and terminating on 31 July 2022 with an option to renew for a further twelve month term.

BUDGET IMPLICATION

The lease income will result in a small improvement to Council's budget position.

CONCLUSION

It is recommended that council accept the Expression of Interest from Tanya Cheshire as provided in the above table taking into taking into consideration the works undertaken to control noxious weeds and fire mitigation of the land.

RECOMMENDATION

That Council accept the Expression of Interest from Tanya Cheshire in the amount of \$2,363.64 (ex GST) per annum for Area 1 and \$78.88 (ex GST) per month for Area 2 to enter into a licence for Part Lot 2 DP 1271058, Wagga Road, Holbrook for a period of twelve months commencing 1 August 2021 and terminating 31 July 2022 with an option to renew for a further twelve month term.

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5. LICENCE – LOT 169 DP 753730, URANA ROAD, BURRUMBUTTOCK – CROWN RESERVE 41865

Report prepared by Manager Corporate Services – Suzanne Klemke

REASON FOR REPORT

To advise Councillors of Expressions of Interest received for the licencing of Lot 169 DP 753730, Urana Road, Burrumbuttock which was advertised in the Border Mail on Saturday 12 June 2021 and Saturday 19 June 2021 and closing on Friday 25 June 2021.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Recent advertising has resulted in the following Expression of Interest being received for the licencing of Lot 169 DP 753730, Urana Road, Burrumbuttock. The total area of the land is approximately 3.9ha.

EXPRESSION OF INTEREST	AMOUNT EXCLUDING GST
Amanda & Mahir Fejzic	\$636.36

It would be reasonable for council to accept the Expression of Interest from Amanda & Mahir Fejzic in the amount of \$636.36 (ex GST) per annum taking into consideration their previous management of this parcel of land.

It is expected that the successful applicant will commence the term from 1 August 2021 for a period of twelve months terminating 31 July 2022.

BUDGET IMPLICATION

No significant impact on budget.

CONCLUSION

It is recommended that council accept the Expression of Interest from Amanda & Mahir Fejzic in the amount of \$636.36 (ex GST) per annum taking into consideration proven compliance with Crown land management guidelines and their dedication to ensure the continuation of such management of the land.

RECOMMENDATION

That Council accept the Expression of Interest from Amanda & Mahir Fejzic in the amount of \$636.36 (ex GST) to enter in to a licence over Lot 169 DP 753730, Urana Road, Burrumbuttock, Crown Reserve 41865 for a period of twelve months commencing 1 August 2021 and terminating 31 July 2022.

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ENGINEERING

1. TENDER TL 18 – 2020/21 CONSTRUCTION JINDERA INDUSTRIAL ESTATE STAGE 1B

Report prepared by Works Engineer – Andrew Walls

REASON FOR REPORT

To consider tenders for the civil works package for the Jindera Industrial Estate Stage 1b.

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 works planned for this contract include the construction of civil infrastructure including sewer, stormwater, water mains and roads for the development of 7 industrial lots.

Advertisements were placed in the Border Mail and on Tenderlink.

Tenders closed on Tuesday 6 July 2021. Ten tenders were received via the Tenderlink portal.

Submitted prices ranged from \$190,762.72 to \$533,318.93. All prices are exclusive of GST.

The following Tenders were received and are listed in alphabetical order.

No.	Name	Tender Price (Excl. GST)
1.	Abbott Constructions	\$ 226,280.85
2.	AP Delaney & Co	\$ 283500.00
3.	Bede Hutchinson	\$ 263,785.00
4.	BR Durham	Non-conforming
5.	CBEM Holdings	\$ 533,318.93
6.	Fuge Earthworks	\$ 295,137.00
7.	Hurst Earthmoving	\$ 247,534.55
8.	Longford Civil	\$ 190,762.72
9.	Sancon	\$ 270,259.75
10.	Winslow	\$ 213,551.74

The tender submitted by BR Durham actually contained advertising material for a range of civil drainage products. This tender was deemed as non-conforming and was not considered.

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TENDER TL 18 – 2020/21 CONSTRUCTION JINDERA INDUSTRIAL ESTATE STAGE 1B
[CONT'D]

The tenders submitted by Abbott Constructions, Longford and Winslow contained mathematical errors. These errors were corrected with the result as shown in the following table;

No.	Name	Corrected Tender (Excl. GST)
1.	Abbott Constructions	\$ 252,627.74
2.	AP Delaney & Co	\$ 283,500.00
3.	Bede Hutchinson	\$ 263,785.00
4.	BR Durham	Non-conforming
5.	CBEM Holdings	\$ 533,318.93
6.	Fuge Earthworks	\$ 295,137.00
7.	Hurst Earthmoving	\$ 247,534.55
8.	Longford Civil	\$ 232,268.71
9.	Sancon	\$ 270,259.75
10.	Winslow	\$ 234,906.91

A table of the apportionment used to assess the tenders is **ENCLOSED SEPARATELY** for Councillors information.

Longford Civil have indicated that they would be in a position to commence construction in August 2021 with attendance on site continuous until project completion, weather permitting. It should be noted that the underlying soil conditions at Jindera are not conducive to wet weather construction. This may significantly affect construction time and/or cost.

Longford Civil is a well-established civil contractor based in Howlong and has previously completed works for Greater Hume Council to a satisfactory standard. Mr Bill Longley from Longford Civil attended a post-tender interview where it was confirmed that he was satisfied that they have the personnel and equipment to complete the project to the required standard in a safe and timely manner.

A sketch of the proposed works is **ENCLOSED SEPARATELY** for Councillors information.

BUDGET IMPLICATION

The tender price of \$232,268.71 (Ex.GST) is below the department's budget estimate of \$250,000.00 and is in line with Council's expectation for this stage of the works. The tendered price does not include the possibility of provisional items.

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TENDER TL 18 – 2020/21 CONSTRUCTION JINDERA INDUSTRIAL ESTATE STAGE 1B
[CONT'D]

CONCLUSION

Ten tenders were received for the civil works associated with Jindera Industrial Estate Stage 1b.

Nine tenders were considered.

The tender submitted by Longford Civil has been assessed and there is no technical or practical reason to conclude that Longford Civil are not capable of completing the contract to the required standard and within a reasonable timeframe.

RECOMMENDATION

That:

1. the tender submitted by Longford Civil for TL18 2020/21 Jindera Industrial Estate Stage 1b of \$232,268.71 (excl. GST) be accepted.
2. the unsuccessful tenderers be notified.
3. the General Manager and the Mayor be authorised to sign the Contract with Longford Civil.

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ITEMS TO BE REFERRED TO CLOSED COUNCIL

1. JINDERA INDUSTRIAL ESTATE – JARICK WAY (STAGE 1B)

Report by General Manager – Steven Pinnuck

REASON FOR THE REPORT

To update Councillors on the progress of a seven lot subdivision at the Jindera Industrial Estate and to considering setting the pricing structure for the allotments.

REFERENCE TO DELIVERY PLAN ACTIONS

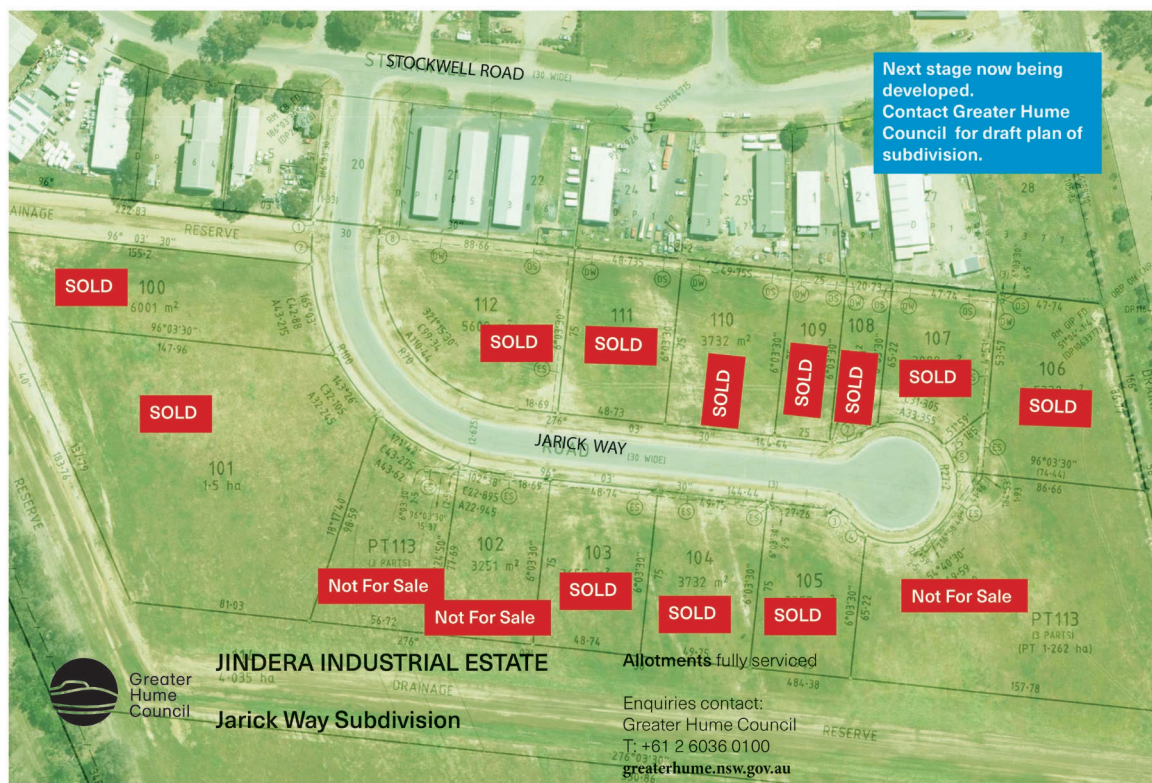
Objective: Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community.

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

DISCUSSION

As Councillors are aware the recent 13 Lot subdivision at the Jindera Industrial Estate has created significant interest with 12 of the 13 Lots sold with the remaining Lot (Lot 102) held back to enable road design for future extensions of the Industrial Estate.

Below is a map of the current fully sold stage of Jarick Way in the Jindera Industrial Estate.



The proposed seven lot subdivision will result in two Part Lots 113 and Lot 102 re-subdivided to created seven lots and two connecting roads to future stages of the Jindera Industrial Estate.

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JINDERA INDUSTRIAL ESTATE – JARICK WAY (STAGE 1B) [CONT'D]

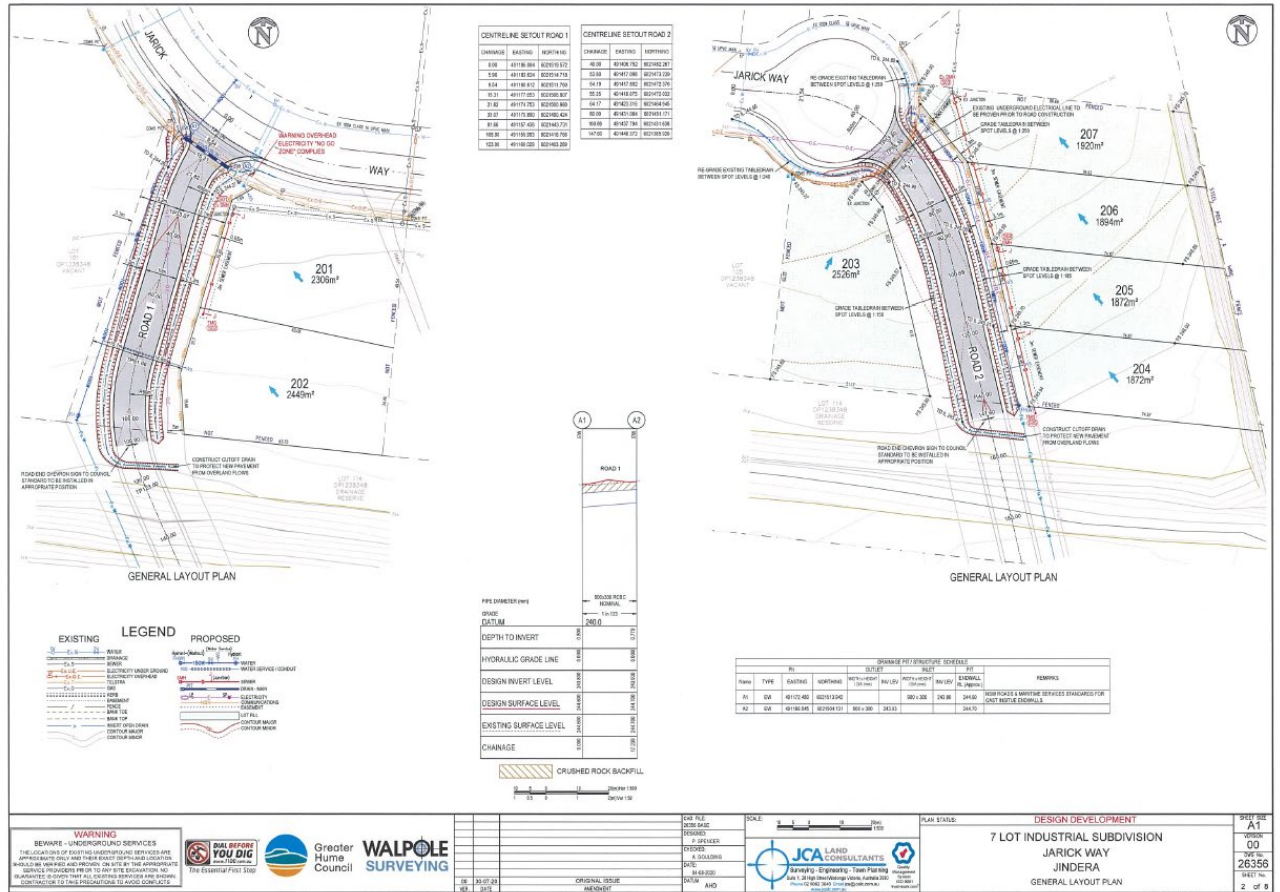
Maps identifying the proposed seven lot subdivision are shown below with sizes ranging from 1,872 sqm. to 2,526 sqm.



0 COURSE - 2 COAT SEAL 140mm STONE
10 BINDER
10/100mm - CLASS 2 F.R.C. 20mm NORMAL
MPACTED TO 100% MHD0 ± 2% CMC

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JINDERA INDUSTRIAL ESTATE – JARICK WAY (STAGE 1B) [CONT'D]



Council has already accepted a quote from GPE for the provision of electricity to the subdivision and the tender for civil works is listed earlier in the Agenda for Council deliberation.

The accepted electrical quotation and the tenders for civil works places Council in a position where it can consider a pricing model for the seven lots and commence advertising in the coming months.

A review of comparable industrial land for sale in the region indicates a value in the range of \$40 sqm. to \$58 sqm. excluding GST. The pricing structure recommended to Council is within this range.

BUDGET IMPLICATIONS

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

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JINDERA INDUSTRIAL ESTATE – JARICK WAY (STAGE 1B) [CONT'D]

CONCLUSION

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

As consideration of the development cost and pricing structure for the seven lot subdivision at Jarick Way, Jindera 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 seven lot subdivision at Jarick Way, Jindera 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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2. SOFTWOODS WORKING GROUP – GROWING LOCAL ECONOMIES FUNDING SUPPORT

Report prepared by General Manager – Steven Pinnuck

REASON FOR THE REPORT

For Council to consider making a 'one off' contribution to the Softwoods Working Group for the high level of assistance in obtaining \$20.35M for the Councils' of Cootamundra-Gundagai, Snowy Valleys and Greater Hume under the Growing Local Economies Fund.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

On 17 July 2020 The Mayor and General Manager met with the Softwoods Working Group Chair Peter Crowe regarding the potential for the Softwoods Working Group to receive a 'one-off' contribution for the grant writing and extensive lobbying undertaken to secure \$20.35M for the Councils' of Cootamundra-Gundagai, Snowy Valleys and Greater Hume.

More recently correspondence has been forwarded to the Snowy Valleys Council from The Softwoods Working Group seeking a reimbursement of costs associated with preparing the Growing Local Economies Fund application. There is an expectation from the Softwoods Working Group that all three Councils will make a reimbursement.

It is considered that the request is confidential in nature and therefore it is recommended that it be referred to Closed Council for consideration.

BUDGET IMPLICATIONS

Nil as any reimbursement of costs would be a cost of the project

CONCLUSION

Correspondence has been forwarded to the Snowy Valleys Council from the Softwoods Working Group seeking a reimbursement of costs associated with preparing the Growing Local Economies Fund application.

It is considered that the request is confidential in nature and therefore it is recommended that it be referred to Closed Council for consideration.

RECOMMENDATION

That the report on the Softwoods Working Group – Growing Local Economies Support be referred to Closed Council for discussion in accordance with section 10A 2 (d)(i) of the Local Government Act, 1993 as it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

REASON

Council considers that discussion of the matter in an open meeting would be, on balance, contrary to the public interest at this point in time.

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3. WRITING OFF UNRECOVERABLE RATES AND CHARGES 2020-2021

Report prepared by Accounting Officer - Camilla Webb

REASON FOR REPORT

To advise Council of unrecoverable rates and charges written off during the 2020/2021 Financial Year.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

The General Manager has delegated authority to write off any individual rates and charges where the amount is \$1,000 or less subject to a report detailing the write offs being submitted to Council annually in accordance of Clause 131 of the Local Government (General) Regulations 2005.

It is recommended that consideration of the report on the writing off of unrecoverable rates and charges be referred to Closed Council in accordance with Section 10A 2(b) of the Local Government Act, 1993 – the personal hardship of any resident or ratepayer.

BUDGET IMPLICATION

The writing off of these balances has a small negative impact on Council's budget throughout the year.

CONCLUSION

This report is provided to council is an administrative report in accordance with Clause 131 of the Local Government (General) Regulations 2005.

RECOMMENDATION

That consideration of the report on the writing off of unrecoverable rates and charges be referred to Closed Council in accordance with Section 10A 2(b) of the Local Government Act, 1993 – the personal hardship of any resident or ratepayer.

REASON

On balance the need to preserve the confidentiality of the persons subject to the writing off of rates and charges outweighs the public interest in maintaining transparency in Council decision making because the information in the report may disclose issues of personal hardship or other person information relating to individuals.

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

GOVERNANCE

1. LOCAL GOVERNMENT ELECTIONS – COMMENCEMENT OF CARETAKER PERIOD

Report by General Manager – Steven Pinnuck

REASON FOR REPORT

To advise Councillors of the commencement of the caretaker period preceding the local government elections on 4 September.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

Clause 393B of the Local Government (General) Regulation 2005 (the Regulation) identifies the 4 week period preceding the date of local government elections as a Caretaker period. Clause 393B outlines which functions cannot be exercised by a Council during the Caretaker period.

Below is an extract of clause 393B of the Regulation:

393B Exercise of council functions during caretaker period

(1) The following functions of a council must not be exercised by the council, or the general manager or any other delegate of the council (other than a Joint Regional Planning Panel or the Central Sydney Planning Committee), during a caretaker period--

(a) entering a contract or undertaking involving the expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council's revenue from rates in the preceding financial year (whichever is the larger),

(b) determining a controversial development application, except where--

(i) a failure to make such a determination would give rise to a deemed refusal under [section 82](#) of the [Environmental Planning and Assessment Act 1979](#), or

(ii) such a deemed refusal arose before the commencement of the caretaker period,

(c) the appointment or reappointment of a person as the council's general manager (or the removal of a person from that position), other than--

(i) an appointment of a person to act as general manager under section 336(1) of the Act, or

(ii) a temporary appointment of a person as general manager under section 351(1) of the Act.

(2) Despite subclause (1), such a function may be exercised in a particular case with the consent of the Minister.

(3) In this clause--

"caretaker period" means the period of 4 weeks preceding the date of an ordinary election.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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LOCAL GOVERNMENT ELECTIONS – COMMENCEMENT OF CARETAKER PERIOD
[CONT'D]

"controversial development application" means a development application under the [Environmental Planning and Assessment Act 1979](#) for which at least 25 persons have made submissions under [section 79\(5\)](#) of that Act by way of objection.

Note : See also Division 9A (Provisions relating to activities during regulated periods) of this Part for controls on certain activities during the regulated period before elections.

It is not expected that the Caretaker period will have an impact on Council's operations.

BUDGET IMPLICATIONS

Nil

CONCLUSION

Clause 393B of the Local Government (General) Regulation 2005 (the Regulation) identifies the 4 week period preceding the date of local government elections as a Caretaker period. It is not expected that the Caretaker period will have an impact on Council's operations.

RECOMMENDATION

That the report be received and noted.

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK
ON WEDNESDAY, 21 JULY 2021**

**2. 2021 NSW LOCAL GOVERNMENT ELECTIONS – SATURDAY 4 SEPTEMBER 2021
AND COUNCILLOR ATTRACTION STRATEGY**

Report prepared by Economic Development Coordinator – Marg Killalea

REASON FOR REPORT

To inform Council and the community regarding the Local Government Elections and to encourage residents to stand as candidates to serve on the Greater Hume Council.

To provide an overview of Council's Councillor Attraction Strategy, designed to promote participation and action by residents to stand as a councillor.

To highlight to residents (electors) the need to vote in their ward.

To also highlight that a Constitutional Referendum will be held at the election.

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

On 4 September 2021, the Greater Hume Council will conduct councillor elections to elect nine councillors to serve for a three year term. Councillors are elected to represent three wards within the council area.



**ORDINARY MEETING OF GREATER HUME COUNCIL
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2021 NSW LOCAL GOVERNMENT ELECTIONS – SATURDAY 4 SEPTEMBER 2021 AND
COUNCILLOR ATTRACTION STRATEGY [CONT'D]

To be eligible to stand for election you must be at least 18 years of age and an Australian citizen, live or own property in Council area, be on the electoral roll (or non-residential roll), and not be disqualified from standing because you have committed certain offences.

A proposal nominating you as a candidate must be submitted by at least two eligible people enrolled for the same ward or area you are being nominated for, or a registered officer of a registered political party.

You must complete some forms and lodge the documents between 26 July and 12 noon on 4 August 2021. The Electoral Commission NSW provides advice about becoming a candidate

<https://www.elections.nsw.gov.au/Political-participants/Candidates-and-groups/Candidate-nominations-for-local-elections/Six-steps-to-being-a-candidate>

Earlier this year, a councillor attraction strategy was formulated and progressively implemented during May, June and July.

Strategy actions included:

- Advertisements (see above image) placed in seven community newsletters highlighting the date of the election for May, June, July and August issues
- Two page article placed in June issue of newsletters to explain more about coming a councillor, highlight candidate information sessions, mentors to contact and key dates
- Corflute boards placed at entry points to all towns (see below)



**ORDINARY MEETING OF GREATER HUME COUNCIL
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2021 NSW LOCAL GOVERNMENT ELECTIONS – SATURDAY 4 SEPTEMBER 2021 AND
COUNCILLOR ATTRACTION STRATEGY [CONT'D]

Ward Boundaries – Voting in Your Ward

In September 2020, Council redrew its ward boundaries to ensure compliance with section 211 of the Local Government Act 1993, in that the variance in elector numbers does not vary by more than 10% between wards. This has resulted in a change to some ward boundaries. Wards are now known as East Ward, North Ward and West Ward.

Residents (electors) are reminded that they must vote in their ward area. Council will be writing to those electors who live within 5 km of the edge of ward boundaries to highlight which ward they must vote in.

Constitutional Referendum

At this election, a constitutional referendum will also be held for electors to consider whether the Council should continue to be divided into wards.

A Constitutional Referendum Flyer has also been produced which will be issued to all ratepayers in the first rates instalment mail out posted in July. A copy of this flyer is attached in **ANNEXURE 5**.

BUDGET IMPLICATION

Allocations of \$36,000 in 2020/2021 and \$60,000 in 2021/2022 have been set in the budget. The election is conducted by NSW Electoral Commission.

CONCLUSION

The 2021 Local Government elections will be conducted on 4 September 2021. Greater Hume Council will conduct councillor elections to elect nine councillors to serve for a three year term. Councillors are elected to represent three wards within the council area.

Voting is compulsory.

Council will also conduct a Constitutional Referendum for electors to consider whether the Council should continue to be divided into wards.

Persons considering standing for council should act now to explore how to become a candidate as registration as a candidate opens on 26 July, closing noon 4 August 2021.

By standing to become a councillor on Greater Hume Council, candidates have the opportunity to be a part of the governing body, to participate in the optimum allocation of Council's resources for the benefit of the community, and play a key role in the review of the performance of the Council and its delivery of services.

RECOMMENDATION

That the report be received and noted.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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CORPORATE AND COMMUNITY SERVICES

1. COMBINED INVESTMENT ACCOUNT – MONTH ENDED 30 JUNE 2021

Report prepared by Accounting Officer – Camilla Webb

REASON FOR REPORT

This report presents to Council details of all funds invested as at 30 June 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.

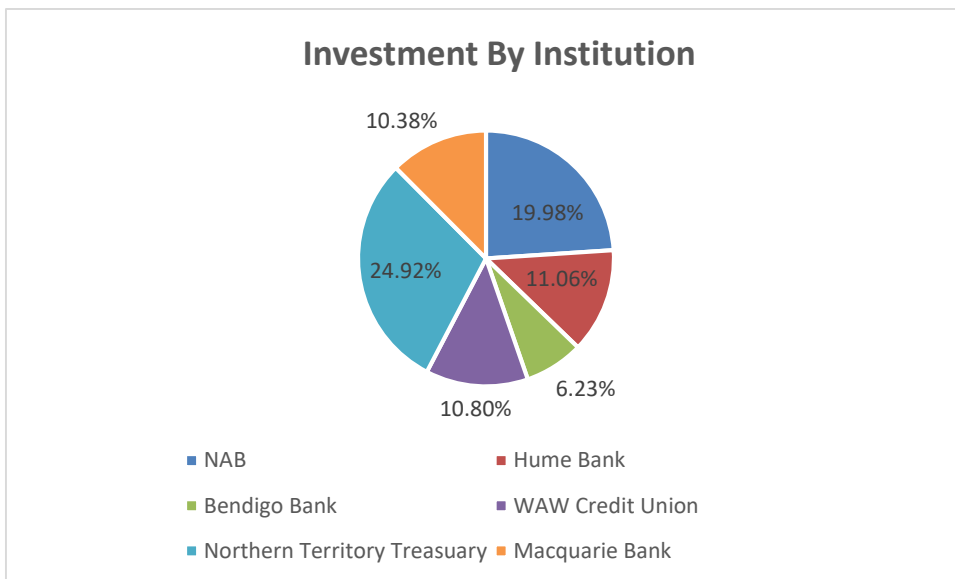
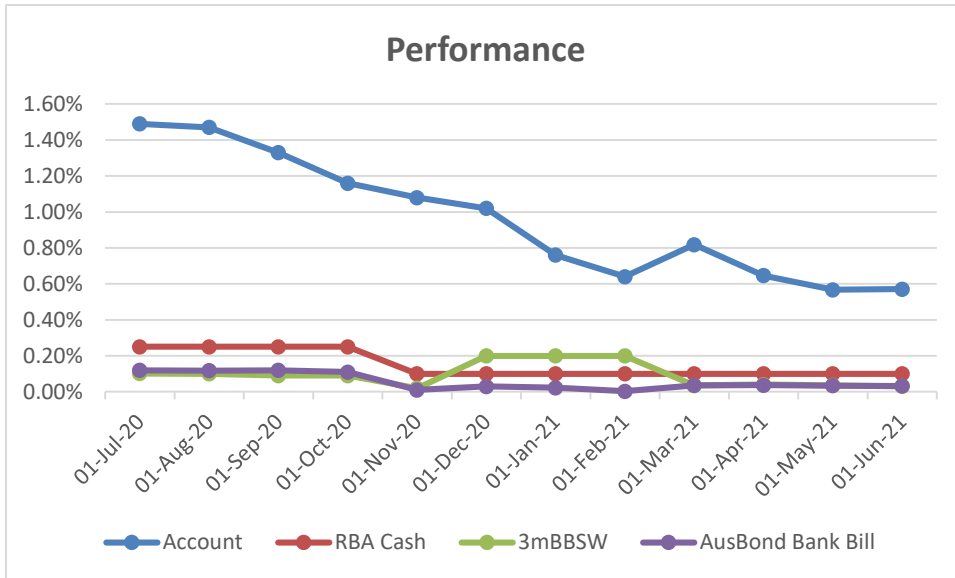
Greater Hume's overall investment portfolio

Total Portfolio Value	\$26,425,047
Weighted Average Term (days)	391
Weighted Average Yield	0.57 %
Total Monthly Accrued Interest	\$11,358.02
Total Interest Received this month	\$22,174.70
Interest Payments this month	7
Matured Investments this month	6
Total Funds Matured this month	\$2,649,345.29
New Investments this month	0
Total Funds Invested this month	\$0.00

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMBINED INVESTMENT ACCOUNT – MONTH ENDED 30 JUNE 2021 [CONT'D]

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



**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMBINED INVESTMENT ACCOUNT – MONTH ENDED 30 JUNE 2021 [CONT'D]

Investment Register

ADI/Security Name	Maturity Date	Face Value	Long Term Rating	Term in Days	Total Accrued	Yield
NAB	15/07/2021	\$500,000	AA-	273	\$2,194.52	0.60%
NAB	21/07/2021	\$500,000	AA-	189	\$848.63	0.35%
Macquarie Bank	28/07/2021	\$500,000	A+	155	\$558.90	0.30%
Macquarie Bank	4/08/2021	\$500,000	A+	232	\$987.67	0.35%
NAB	18/08/2021	\$500,000	AA-	365	\$4,006.85	0.90%
NAB	27/08/2021	\$300,000	AA-	365	\$2,207.67	0.85%
NAB	29/08/2021	\$500,000	AA-	183	\$542.47	0.30%
NAB	15/09/2021	\$500,000.00	AA-	365	\$3,661.64	0.90%
Bank Of Queensland	23/09/2021	\$500,000	BBB+	182	\$508.22	0.35%
Macquarie Bank	29/09/2021	\$500,000	A+	288	\$987.67	0.35%
AMP Bank	7/10/2021	\$1,000,000	BBB	217	\$2,435.62	0.70%
Bendigo And Adelaide Bank	15/10/2021	\$500,000	BBB+	365	\$2,743.15	0.75%
Bank Of Queensland	21/10/2021	\$500,000	BBB+	210	\$508.22	0.35%
Bank Of Queensland	9/11/2021	\$1,000,000	BBB+	181	\$556.16	0.35%
Macquarie Bank	10/11/2021	\$500,000	A+	330	\$987.67	0.35%
NAB	6/12/2021	\$500,000	AA-	365	\$1,619.86	0.55%
NAB	14/12/2021	\$500,000	AA-	364	\$1,410.96	0.50%
NAB	14/12/2021	\$509,765	AA-	183	\$87.29	0.25%
WAW Credit Union	14/12/2021	\$500,000	NR	364	\$2,257.53	0.80%
Northern Territory Treasury Corp	15/12/2021	\$2,000,000.00	NR	385	\$4,953.42	0.40%
Bendigo And Adelaide Bank	12/01/2022	\$500,000	BBB+	272	\$407.53	0.35%
NAB	15/01/2022	\$500,000	AA-	214	\$88.77	0.27%
Bendigo And Adelaide Bank	19/01/2022	\$500,000	BBB+	279	\$407.53	0.35%
Hume Bank	1/03/2022	\$66,761	NR	365	\$118.89	0.50%
Hume Bank	17/03/2022	\$500,000	NR	273	\$90.41	0.30%
Hume Bank	17/03/2022	\$500,000	NR	273	\$90.41	0.30%
Hume Bank	19/03/2022	\$500,000	NR	270	\$69.86	0.30%
AMP Bank	21/04/2022	\$1,000,000	BBB	365	\$1,515.07	0.70%
WAW Credit Union	11/05/2022	\$500,000	NR	365	\$606.16	0.75%
Hume Bank	16/05/2022	\$46,751.06	NR	364	\$27.15	0.40%
WAW Credit Union	16/06/2022	\$500,000	NR	365	\$236.30	0.75%
WAW Credit Union	16/06/2022	\$600,000	NR	365	\$283.56	0.75%
Hume Bank	17/06/2022	\$500,000	NR	365	\$120.55	0.40%
Hume Bank	17/06/2022	\$500,000	NR	365	\$120.55	0.40%
Hume Bank	30/06/2022	\$49,937	NR	365	\$4.31	0.35%
Northern Territory Treasury Corp	16/06/2025	\$1,500,000	NR	1481	\$1,943.84	1.10%
Northern Territory Treasury Corp	15/06/2026	\$2,500,000	NR	1887	\$7,568.49	1.30%
NAB	9/07/2021	\$2,351,833	AA-	1	\$0.00	0.10%

**ORDINARY MEETING OF GREATER HUME COUNCIL
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COMBINED INVESTMENT ACCOUNT – MONTH ENDED 30 JUNE 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 30 June 2021, the 2020/21 Financial Year investment return amounted to \$24,425,047.

RECOMMENDATION

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

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
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ON WEDNESDAY, 21 JULY 2021**

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, 24 February 2021	Preliminary Roads Workshop
Wednesday, 10 March 2021	Preliminary Budget Workshop/Jindera Multi-Purpose Centre
Friday, 19 March 2021	Shire Works and Roads Tour
Wednesday, 31 March 2021	Final Roads Workshop
Wednesday, 7 April 2021	Final Budget Workshop
Wednesday, 5 May 2021	Jindera Multi-Purpose Hall Results of Waste Survey Financial management lessons learnt from a dismissed council
Wednesday, 26 May 2021	Stronger Country Communities Fund – consideration of a Council project
Wednesday, 2 June 2021	Welcoming Cities Presentation
Wednesday, 7 July 2021	Not held
Wednesday, 4 August 2021	No workshop scheduled

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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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>

- 21-17 Council decision-making prior to the September 2021 local government elections
- 21-16 Annual Report and Annual Performance Statement Checklists
- 21-15 Introduction of free lifetime registration for rescued pets and increases to companion animal fees for 2021/22
- 21-14 COVID-19 restrictions and council meetings
- 21-13 Review of general manager and senior staff remuneration
- 21-12 "Electoral matter" and use of council resources prior to local government elections
- 21-11 Preparation of non-residential rolls
- 21-10 Guidelines for Designated Rehoming Organisations under Section 88B of the Companion Animals Act 1998

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

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

REASON FOR REPORT

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

DISCUSSION

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

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

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

4. TOURISM AND PROMOTIONS OFFICER'S REPORT

Report by Tourism and Promotions Officer – Kerrie Wise

REASON FOR REPORT

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

DISCUSSION

The report on projects being undertaken by the Tourism and Promotions Officer is attached at **ANNEXURE 6**.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

For Councillors' information.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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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 30 JUNE 2021**

The statement of bank balances as at 30 June 2021 is attached at **ANNEXURE 7**.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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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

Greater Hume Council Libraries continue to organise and facilitate programs and services that meet the needs and wants of the community. From April to June 2021 the following programs were held across the Greater Hume Council within the library, as outreach visits or presented online.

Programs for Greater Hume Council Libraries – April – June 21

Grant	Date	Location	Number of Participants
Festival Of Seniors Week	Monday 13-24 April 21	Henty, Culcairn, Holbrook Jindera, Walla Walla	250
April School Holidays	Monday 6-16 April 21	Henty, Culcairn, Holbrook Jindera,	49
Tech Savvy Seniors	Wednesday 24 April 21 x 4 weeks	Henty Library with Zube Computers	24
Author Visit	Thursday 29 April 21	Henty Jindera	12
National Simultaneous Storytime	Monday 17–19 May 21	Henty, Culcairn, Holbrook and Jindera Libraries	60
First Nations Weaver	Saturday 26 June 21	Henty	20
Celebrating Our Stories – Women’s Event	Friday 25 June 21	Holbrook	100+
School Holiday programs	Wednesday 29 June 21	Culcairn	15
Online Storytime	Weekly – Presented by library staff on Social media 4 per month	Henty, Culcairn, Holbrook Jindera,	
	TOTALS		530

**ORDINARY MEETING OF GREATER HUME COUNCIL
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GREATER HUME LIBRARY SERVICES [CONT'D]

Funding for Greater Hume Council Libraries – April – June 21

Greater Hume Council Library staff have applied for funding from the NSW Government, NSW State Library, and Murrumbidgee Primary Health to provide additional collections, programs, services for the community and to upgrade the Holbrook Library building.

Grant	Project Description	Location	Grant Application Success
NSW State Library Infrastructure	Holbrook Library will be refurbished throughout making the building fit for the future	Holbrook	\$199,000
Murrumbidgee Primary Health	Preschool Drumming Workshop with the Mindful Warrior	Henty, Culcairn, Holbrook and Jindera	\$2,600.00
National Backyard Cricket Grant	Purchase a selection of toys and games to be used in the library	Henty, Culcairn, Holbrook and Jindera	\$1,000.00
National Backyard Cricket Grant	Purchase Robotic Technology to be used for programming in the libraries	Henty, Culcairn, Holbrook and Jindera Libraries	\$1,500.00
	TOTALS		\$204,100.00

Library Statistics – April – June 21

Loans in both the static and Mobile Library Services are still not back to pre COVID numbers however, in June 2021 there has been a notable increase in statistics from the Holbrook and Henty Libraries despite further restriction being put in place.

Library	Henty	Culcairn	Holbrook	Jindera
Issues	1466	1090	1670	373

Statistics Mobile Library Service – April 21

Location	Brocklesby	Gerogery	Jindera	Walbundrie	Walla	Woomargama
Loans	41	40	227	27	158	27

BUDGET IMPLICATION

Programs and events are funded from existing budget allocations.

**ORDINARY MEETING OF GREATER HUME COUNCIL
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GREATER HUME LIBRARY SERVICES [CONT'D]

CONCLUSION

Despite COVID restrictions, Council's libraries have continued to hold programs and services to meet the ever changing needs of customers of all ages. The impact of recent COVID-19 restrictions has meant that participants attending programs during the school holidays have had to be reduced however, libraries have successfully managed this and continued to be important spaces in the community.

RECOMMENDATION

For the information of Councillors.

4. PEOPLE & CULTURE REPORT FOR JUNE 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)
- New employees commencing with Council:
 - Anneliese Bavister – Childcare Educator - Holbrook
 - Rachael Hadkins – Childcare Centre Administration Officer – Culcairn
 - Sharon McCarthy – Casual Visitor Information Centre Assistant
 - Trevor Osborne - Casual Visitor Information Centre Assistant
 - Tim Robertson – Water Waste Water Operator – Jindera – 12 Month Fixed Term Contract
 - Stephanie Odewahn – Executive Assistant Governance – Holbrook
- Position/role changes with existing Council employees:
 - Casual to Permanent - Ranger/Compliance Officer - Robert O'Connor
 - Casual to Permanent – Childcare Educator and Second-In-Charge Walla Walla Centre – Julie Tisdell
- Employees ceasing duties with Council: N/A

**ORDINARY MEETING OF GREATER HUME COUNCIL
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PEOPLE & CULTURE REPORT FOR JUNE 2021 [CONT'D]

- Positions advertised:
 - Culcairn Early Childhood Centre – Educators and Cleaner. Applications ongoing
 - Early Childhood Centre Directors x3 – applications closed 31 May 2021. 3 applicants appointed
 - Internal Customer Service/Library Officer – Maternity Relief – 6 Months Fixed Term – appointed
- **Engineering Restructure:** applications close 19 July 2021
 - Internal Asset Officer – Culcairn
 - Internal Road Maintenance Operator – Holbrook
 - Internal Town and Parks Maintenance Operator – Jindera
 - Internal Roller Operator – Maintenance Grading Culcairn
 - Internal Roller Operator – Maintenance Grading Jindera
 - Plant Operator – Road Construction Holbrook
 - Internal Bridge and Drainage Operators – Jindera
 - Internal Projects Operators – Culcairn
 - External – Eastern Parks and Gardens Ganger

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 to be confirmed
- Participate with Risk WHS Committee – meeting held on 11 March; next meeting to be confirmed
- 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 distributed from July, where all appraisals will be conducted online throughout July and August

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.

REVIEW & CONTINUOUS IMPROVEMENT

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

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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.

In May Angela Moriarty commenced employment as the new Youth Officer. Angela is keen to continue to provide programs and services for young people in the Greater Hume Council as well as working with schools and organisations to increase participation of young people at events held across Greater Hume Council

Social Media

The promotion for all youth events is reaching great numbers on the Facebook page. There are currently 400 page likes.

Youth Events

Youth Events implemented from the Youth Action Plan from April 2021 to June 2021

Program	Month	Location	Participants
Totem Skating Collective	April 21 - School Holidays	Jindera Skate Park	22
Al's Skating	April 21- School Holidays	Henty Memorial Park	12
Youth Week – Festival of Possibilities	April 21 – School Term	Walla Walla Sports & Recreational Ground	170
Youth SportsAbility Day	May 21 – School Term	Culcairn Sports & Recreational Ground	70
Ten Pin Bowling	June 21 – School Holidays	Wagga Wagga	Cancelled due to COVID -19 restrictions
Soap Making Presentation delivered on Social Media by Youth Officer	June/July 21	Collection at all libraries of free soap making kits	40 packs to give to young people.

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YOUTH SERVICE [CONT'D]

Grant Funding from April 2021 – June 2021

Youth Services continue to apply for funding to strengthen the delivery of programs and services to young people in the Greater Hume Council.

Program	Month	Location	Grant Application Request	Successful Grant
NSW Government	April 21 – Youth Week	Walla Walla	\$1,887.00	\$1,887.00
Murrumbidgee Primary Health	April 21 – Youth Week	Walla Walla	\$10,000.00	\$10,000.00
Office for Regional Youth - April Break	April 21	Purchased equipment for podcasting and Go Pro	\$4,046.00	\$4,046.00
		TOTALS	\$15,933.00	\$15,933.00

BUDGET IMPLICATION

Projects to be funded from grant revenue.

CONCLUSION

The Greater Hume Youth Service is constantly working to remain up to date with the issues and opportunities surrounding our young people.

The success of Youth Week and SportsAbility Day were highlights for the reporting quarter with Youth Services working successfully in partnership with young people, local schools, Intereach, organisations and departments within Greater Hume Council to deliver programs that make a difference in young people lives.

Successful grant funding from NSW State Government, Murrumbidgee Primary Health and Office for Regional Youth also benefited the programs held in April 21. Technology purchased with grant funding including podcasting equipment will be used for future youth events and intergenerational programs.

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.

Heavy patching on Walbundrie Road between Culcairn and Walbundrie has been carried out.

Culvert widening on Urana Road (MR125) south of Walbundrie is completed.

Line marking on various roads has been completed.

Contractors have undertaken warranty work on Kywong Howlong Road (MR370) near Cannings and Bedgood Roads intersections.

Local Roads

Sealed

General maintenance on local roads is continuing.

Line marking on various local roads has been completed.

Unsealed:

Council's Gravel Resheeting Program has commenced with the following roads completed; Verdons Road, Walla West Road and Yambla Road.

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

Bendemeer Road	Ravenswood Road
Bowlers Road	Riders Road
Brittas Reserve Road	Ryan Stock Route
Crawleys Road	Sherwyn Road
Galena Hills Road	Shoemarks Road
Graetz Road	Stonehaven Road

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JULY 2021 REPORT OF WORKS [CONT'D]

Urban Streets:

General maintenance of urban streets is continuing.

The kerb and channel and drainage project in Croft Street, Holbrook has commenced. Pioneer Drive/Jindera Street Roundabout has been completed with the exception of landscaping.

Pioneer Drive, from Pech Avenue to Jindera Street road reconstruction, kerb and channel and footpath construction will be completed shortly.

General:

General maintenance of public toilets and parks is continuing.

Installation of new town entrance signs for all towns and villages is complete.

Monthly Works Maintenance Expenditure:

Local Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Urban Roads Maintenance	\$500,200	\$500,200	\$513,519	-\$13,319	Compensated by other works under-expenditure.
Rural Roads Sealed	\$796,405	\$796,405	\$705,836	\$90,569	
Rural Roads Unsealed	\$1,331,656	\$1,331,656	\$1,416,339	-\$84,683	Compensated by other works under-expenditure.
Street Tree Maintenance	\$247,387	\$247,387	\$268,434	-\$21,047	Compensated by other works under-expenditure.

Regional Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Regional Roads Maintenance	\$795,220	\$795,220	\$796,483	-\$1,263	Compensated by other works under-expenditure.
Regional Roads Capital	\$1,250,462	\$1,250,462	\$739,893	\$510,569	Majority of these savings are carried forward for MR125 Projects.

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JULY 2021 REPORT OF WORKS [CONT'D]

Sportsgrounds, Parks & Public Toilets	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Comments
Sportsground Maintenance	\$166,050	\$166,050	\$259,523	-\$93,473	Additional cost associated with Oval Upgrades.
Parks & Gardens Maintenance	\$290,641	\$290,641	\$298,712	-\$8,071	Compensated by other works under-expenditure.
Public Toilets Maintenance	\$157,697	\$157,697	\$149,105	\$8,592	

NB : Sportsground Maintenance excludes annual GHC contribution payment

RECOMMENDATION

For councillors information.

2. WATER & SEWER REPORT – JUNE 2021

Capital Works Program:

- Holbrook – sewer main relining – Completed
- Walla Walla Sewer Treatment Works new solar system – Completed
- Henty Sewer Treatment Works new solar system - Completed
- Culcairn Sewer Treatment Works new solar system - Completed
- Holbrook Sewer Treatment Works new solar system – Completed
- Culcairn SPS's guiderail and valve spindle renewals - Completed
- Henty SPS valve spindle renewals - Completed

Operation & Maintenance:

- New water service connection – 4 Perry St, Brocklesby
- New water service connection – 5 Cade Crt, Jindera
- New water service connection – 11 Cottonwood Lane, Jindera
- New water service connection – 15 Terlich Way, Jindera
- New water service connection – 1 Hamilton St, Culcairn
- Water main repair – 100 mm AC – 6 Main St, Gerogery

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 June 2021 for Villages and Culcairn Water Supply have all complied with the Australian Drinking Water Guidelines.

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

Water Quality Complaints

Date	Location	Problem	Action Taken
Nil to Report			

Water Supply Sourced and Used

1 July 2020 – 30 June 2021	2018/2019	2019/2020	2020/2021
Culcairn Water Supply (ML)	173.0	164.0	146.5
Village Water Supply (ML)	471.77	480.49	453.3
Totals (ML)	644.77	644.49	599.8

Filling Stations Transactions

- Filling station sites - 34 transactions during the June 2021 period
- **Yearly Total Transactions - 1660**

Filling Stations Usage

Station	June 2021 Total KL	2020-2021 Yearly Total
Culcairn	94.02	8183.36
Jindera	19.9	1233.0
Brocklesby	12.6	687.7
Burrumbuttock	12.1	344.9
Gerogery	0.2	35.8
Totals (KL)	138.82	10484.76

Filling Station Customer Usage

Customer	June 2021 Total KL	2020-2021 Yearly Total
Council – Road Construction, Maintenance & Tree Watering	50.88	7759.48
Contractors – Water Carters, Households & Roadworks	72.94	2085.12
Residents	3.6	545.76
Fire Brigade (RFS)	11.4	94.4
Totals (KL)	138.82	10484.76

RECOMMENDATION

For councillors' information.

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ENVIRONMENT AND PLANNING

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF JULY 2021

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

2. RANGER'S REPORT – JUNE 2021

COMPANION ANIMALS

No. of Complaints Received 27		Including 7 barking dog, 16 roaming dogs, 2 dealing with an aggressive dog, nuisance dogs aggression, and dog compliance checks conducted. 2 NOI Menacing.	
No. of dog attacks: 1		Location: Walla	2 lambs killed - Menacing Dog Orders and infringements to be issued.
Comments:			
		Dogs	Cats
In Council's Facility at Beginning of Month			
Captured & Returned to Owners		10	
Captured & Impounded		5	7
Released from Pound to Owners		5	
Surrendered by Owners		2	
Rehomed			
Euthanased		2	3
Remaining in Council's Facility at End of Month			4

FERAL CATS

No. of Complaints:	5
No. Feral Cats caught:	9

LIVESTOCK

	Cattle	Sheep	Horse	Goats	Other Alpacas
No. of Reports of Stock on Roads	5	2			
Instances - Returned to owners	3				
Impounded					
Vehicle accidents involving stock					

OTHER LIVESTOCK, WILDLIFE COMPLAINTS

1 x Guinea Fowl.

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RANGER'S REPORT – JUNE 2021 [CONT'D]

ABANDONED VEHICLES

Holbrook – boat obstructing laneway removed by owner.
7 vehicles remain impounded.

POLLUTION AND ENVIRONMENTAL INCIDENTS

Inspection conducted: Overgrown Vegetation Unsafe Land	Inspections being conducted.
Pollution: Offensive smell	None.
Pollution: Waste	Jindera – excessive storage of tyres. Investigations with the EPA underway. Prevention Notice and Clean-up Notice issued. Jindera – concrete on side of road. Offender issued verbal clean-up notice issued. Walla Walla – mattress and couch, removed by Council. Bungowannah – four mattresses removed by Council. Wymah – household and business waste, removed by Council. Little Billabong – 59 motorcycle tyres dumped removed by Council. Walla Walla – cattle truck waste at parking area unable to locate offender.
Pollution: Noise	Walla Walla - barking dogs Owner issued warning a 14 day notice to register. Walla Walla – barking dog – monitoring log sheets issued to customers. Jindera - motorbike noise. Sound meter collected and no riding recorded. Jindera dog barking – sound meter installed.

ON-SITE SEWERAGE MANAGEMENT SYSTEMS

Inspection Type	Total	Pass	Fail
OSMS Compliance Inspections	2	1	1
Approval to operate licence renewal inspection	1	1	
Pre-Purchase Inspections	1		1
OSMS Orders issued	1		
OSMS Orders Compliance Inspections	10	10	
Plumbers Site Inspections			
OSMS Upgrade Applications Received	6		
OSMS Approvals To Do Works Issued	6		
OSMS Approvals To Operate Issued	14		
AWTS Service Contract Renewal Letters			
Local Government Application Approvals			
Local Government Approval Inspections			
Local Government Approval Soil Report Assessments			
OSMS Rate charge enquires			
Septic Enquiry			
Solicitors letter	5		
Vacant Land checks			

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RANGER'S REPORT – JUNE 2021 [CONT'D]

OTHER WORKS CONDUCTED

- RID online (Report Illegal Dumping online) updating with data entry.
- Holbrook, Culcairn and Jindera landfill site works, landfill water pump checks, refuelling conducted and camera checks.
- Assist RSPCA with companion animal and stock welfare issues.
- Sound monitoring various locations.
- Moving on illegal campers Jindera.
- Updating access to customer service staff for the NSW Companion Animal Register.
- Wymah cemetery fencing completed.

3. SENIOR WEEDS OFFICER'S REPORT – JUNE 2021

Control work of Green Cestrum along the Billabong Creek from Walbundrie to Rand is ongoing. To date a large number of plants have been found. Cut, pasting and spraying is the means of control that is being applied by Council to this weed.

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

Control work of Serrated Tussock is ongoing on Hovell Road.

Control work of Coolatai Grass is ongoing throughout Council's roadsides.

Spraying of drains is ongoing at the following towns:

- Jindera.
- Walla Walla.

Controlling and monitoring of rabbit infestations throughout the Council area.

General roadside and property inspections have been completed throughout the Council area.

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PART D

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

- Jindera Community Forum – February and April 2021