



Local Government (General) Regulation 2021

Current version for 26 November 2021 to date (accessed 22 December 2021 at 14:01)

Schedule 7

Schedule 7 Election of mayor by councillors

(Section 394)

Part 1 Preliminary

1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

3 Election

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this section—

ballot has its normal meaning of secret ballot.

open voting means voting by a show of hands or similar means.

Part 2 Ordinary ballot or open voting

4 Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.

(2) The formality of a ballot-paper under this Part must be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.

(3) An informal ballot-paper must be rejected at the count.

6 Count—2 candidates

(1) If there are only 2 candidates, the candidate with the higher number of votes is elected.

(2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

7 Count—3 or more candidates

(1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.

(2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.

(3) If, after that, 3 or more candidates still remain, the procedure set out in subsection (2) is to be repeated until only 2 candidates remain.

(4) A further vote is to be taken of the 2 remaining candidates.

(5) Section 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.

(6) If at any stage during a count under subsection (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

Part 3 Preferential ballot

8 Application of Part

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

(1) The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers “1”, “2” and so on against the various names so as to indicate the order of their preference for all the candidates.

(2) The formality of a ballot-paper under this Part is to be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.

(3) An informal ballot-paper must be rejected at the count.

10 Count

(1) If a candidate has an absolute majority of first preference votes, that candidate is elected.

(2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.

(3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter’s preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.

(4) In this section, *absolute majority*, in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

11 Tied candidates

- (1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.
- (2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes—the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

Part 4 General

12 Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is—

- (a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and
- (b) to be delivered or sent to the Secretary and the Chief Executive Officer of Local Government NSW.

Post-election guide

for councils, county councils and
joint organisations

2021



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Post-election guide for councils, county councils and joint organisations

At the first meeting after the election

It is a matter for each council and joint organisation to set the agenda for their first meeting following the elections.

There are a range of matters that councils and joint organisations may wish to include in the agenda for consideration at the first meeting.

However, there are several key items of business that must be dealt with at the first meeting.

For councils, these include the following:

- the administration of councillors' oath or affirmation of office
- a resolution declaring that casual vacancies in the office of councillors will be filled using a countback in the first 18 months following the election where the council wants to fill vacancies this way instead of a by-election, and
- the election of the mayor where the mayor is elected by councillors and a deputy mayor where the council has one.

For county councils, these include the following:

- the administration of members' oath or affirmation of office, and
- the election of a chairperson.

Joint organisations must elect a chairperson at their first meeting after the elections.

Oaths and affirmations of office

Under the *Local Government Act 1993*¹ (the Act) councillors (including mayors) are required to take an oath or make an affirmation of office.

The prescribed words of the oath and affirmation are provided below.

Oath

"I **[name of councillor]** swear that I will undertake the duties of the office of councillor in the best interests of the people of **[name of council area]** and the **[name of council]** and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment."

Affirmation

"I **[name of councillor]** solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of **[name of council area]** and the **[name of council]** and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment."

¹ section 233A

Oaths or affirmations of office must be taken or made by each councillor at or before the first meeting of the council after being elected.

The oath or affirmation may be taken or made before the general manager of the council, an Australian legal practitioner, or a justice of the peace.

Councillors need to be physically present before the general manager, legal practitioner or justice of the peace when taking their oath or making their affirmation of office.

Councils will need to make arrangements for the oath or affirmation to be taken or made by each councillor at the first meeting.

Councillors should be made aware of this requirement prior to the first meeting.

An oath or affirmation should be taken or made by each councillor as the first item of business for the first meeting.

The general manager must ensure that a record is kept of the taking of the oath or making of the affirmation.

This can be done by way of a signed statement containing the oath or affirmation or by recording the taking of the oath or making of the affirmation by each councillor in the minutes of the council meeting.

If a councillor is not able to attend the first council meeting, they may take the oath or affirmation of office at another location in front of the general manager.

As noted above, the oath or affirmation of office may also be taken before an Australian legal practitioner or a justice of the peace.

The taking of the oath or making an affirmation of office outside a council meeting must be publicly recorded by the council.

Where an oath or affirmation is taken or made outside a council meeting, a council staff member should also be present to ensure that an accurate record can be kept by the council.

A councillor who fails, without a reasonable excuse, to take the oath or make an affirmation of office, will not be entitled to attend council meetings until they do so and will be taken to be absent without leave.

If a councillor is absent without leave for three consecutive ordinary council meetings their office is automatically declared vacant and a by-election or countback must be held.

These requirements also apply to members and chairpersons of county councils.

Decision on using countbacks to fill casual vacancies

Following the 2021 local government elections, councils will, for the first time, have the option of using a countback of votes cast at the last ordinary election to fill casual vacancies occurring in the offices of councillors in the first 18 months after the election.

This will allow councils to use a countback to fill vacancies at a lower cost than the cost of holding a by-election.

To exercise the option of using a countback to fill casual vacancies occurring in the first 18 months following the election, councils must resolve, at their first meeting after the election, to use a countback to fill casual vacancies.

If councils do not resolve this at the first meeting after the election, they will be required to fill casual vacancies through a by-election.

It is recommended that councils use the following resolution to exercise the option to use a countback to fill casual vacancies:

"Pursuant to section 291A(1)(b) of the *Local Government Act 1993* (the Act) **[name of council]** declares that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on **[insert date of election]** are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act and directs the general manager to notify **[insert name of election manager]** of the Council's decision within 7 days of the decision."

Where councils resolve² to fill casual vacancies using a countback in the first 18 months of their terms, the general manager is required under the *Local Government (General) Regulation 2005*³ (the Regulation) to notify the election manager of the council's ordinary election of the council's resolution within 7 days of the resolution.

For all councils other than Fairfield and Penrith City Councils, the election manager is the NSW Electoral Commissioner.

Countbacks are not available to fill casual vacancies in the office of a councillor where:

- the councillor who vacated office was elected at an election using the optional preferential voting system (i.e. elections where only one civic office is required to be filled such as the election of popularly elected mayors), or
- the councillor was elected at an uncontested election.

A by-election must be used to fill these vacancies.

Mayoral elections

Under the Act⁴, the civic offices of mayors elected by councillors expire on the day of the council's ordinary election.

Councils that elect councillors must hold a mayoral election at a council meeting within three weeks of the declaration of the election⁵.

Councillors may also elect a deputy mayor.

The deputy mayor may be elected for the mayoral term or a shorter term.

The election of the mayor and the deputy mayor must be conducted in accordance with Schedule 7 of the Regulation.

Schedule 7 prescribes three methods of election of mayors:

- open ballot (eg a show of hands)
- ordinary ballot, or
- preferential ballot.

The Office of Local Government has prepared guidance to assist councils to conduct mayoral and deputy mayoral elections which is available [here](#).

Councillors need to be present at the meeting in person to participate in voting by means other than an open ballot.

Mayors elected by councillors normally hold their office for two years (unless a casual vacancy occurs)⁶. Because of the postponement of the ordinary council elections to 4 December 2021, mayors elected by councillors during the next term will have a shorter term than the usual two years.

Councils that elect their mayors are required under the Act⁷ to hold mid-term mayoral elections in the month of September. This means that the mid-term mayoral elections will need to be held in September 2023. The

² section 291A(1)(b)

³ clause 393C(3)

⁴ sections 234(5) and 233(2)(b)

⁵ section 290

⁶ section 230(1)

⁷ Section 290(1)(b)

mayor elected at the mid-term mayoral election will hold their office until the day of the council's next ordinary election in September 2024 when their civic office as a councillor and mayor will expire.

Deputy Mayors hold their office for the term specified in the council's resolution.

Elections of chairpersons of county councils

Under the Act⁸, the civic office of chairpersons of county councils expire on the election day for the constituent council they are a councillor on.

County councils will need to elect a chairperson at their first meeting after the ordinary local government elections⁹.

The election of the chairperson of a county council must be conducted in accordance with Schedule 9 of the Regulation.

The process for electing chairpersons of county councils is the same as the process for electing mayors of councils, and county councils can adapt the Office of Local Government's guidance on mayoral elections for this purpose.

That guidance is available [here](#).

County council members need to be present at the meeting in person to participate in voting by means other than open voting.

As with mayors elected by councillors, chairpersons of county councils hold their office for two years (unless a casual vacancy occurs)¹⁰.

Elections of chairpersons of joint organisations

Under the Act¹¹, the civic office of chairpersons of joint organisations also expire on the election day for the member council they are a councillor on.

Joint organisations will need to elect a chairperson at their first meeting after the ordinary local government elections¹².

The election of the chairperson of a joint organisation must be conducted in accordance with Schedule 7A of the Regulation.

The Office of Local Government has provided guidance to assist joint organisations to conduct elections for the chairperson in part 2.3 of the *Joint Organisation Implementation Guidelines*.

The Guidelines are available [here](#).

Voting representatives of the board need to be present at the meeting in person to participate in voting by means other than open voting.

As with mayors elected by councillors, chairpersons of joint organisations hold their office for two years (unless a casual vacancy occurs)¹³.

⁸ section 391(3)(b)(iii)

⁹ clause 1(b) of Schedule 9

¹⁰ section 391(2)

¹¹ section 400V(4)(b)(iii)

¹² clause 1(b) of Schedule 7A

¹³ section 400V(2)

Within three months of the election

Lodgement of written returns of interest

Under the *Model Code of Conduct for Local Councils in NSW*¹⁴ (Model Code of Conduct) all councillors, members of county councils and voting representatives of the boards of joint organisations must lodge a written return of interests with the general manager (or the executive officer in the case of joint organisations) within three months of their election or appointment unless they have submitted a return within the previous three months.

Returns of interests are an important accountability mechanism for promoting community confidence in decision making by councillors and others and for ensuring that they disclose and appropriately manage conflicts of interest they may have in matters dealt with by the council or joint organisation.

Among other things, councillors and others who are required to complete returns of interests must disclose the following types of interests in their returns:

- interests in real property
- gifts
- contributions to travel
- interests and positions in corporations
- whether they are a property developer or a close associate of a property developer
- positions in trade unions and professional or business associations
- dispositions of real property
- sources of income, and
- debts.

It is important that councillors and others complete their returns of interests correctly and disclose all relevant interests.

The Office of Local Government has issued a *Guide to Completing Returns of Interest* to assist in the completion of returns.

The Guide is available [here](#).

Under the Model Code of Conduct¹⁵, general managers and executive officers must maintain a register of returns of interests and returns must be tabled at the first meeting of the council or board of the joint organisation after they are required to be lodged.

Returns of interests must also be made publicly available free of charge on councils', county councils' and joint organisations' websites, unless there is an overriding public interest against disclosure of the information contained in them or to do so would impose unreasonable additional costs on the council or joint organisation.

For more information, see the Information and Privacy Commission's *Guideline 1: For local councils on the disclosure of information contained in the returns disclosing the interests of councillors and designated persons* which is available [here](#).

¹⁴ clause 4.21(a)

¹⁵ clauses 4.24 and 4.25

Within six months of the election

Completion of induction and refresher training for mayors and councillors

Under the Regulation¹⁶, the general manager must ensure that induction training is delivered to each councillor who has been elected to the council for the first time and refresher training to each councillor who is re-elected to the council, within 6 months of their election.

The general manager must also ensure that supplementary induction training is delivered to the mayor in addition to the training they receive as a councillor within 6 months of their election¹⁷.

Councillors and the mayor must make all reasonable efforts to participate in any induction, refresher or supplementary training offered to them.

Councils will be required to report in their 2021-22 annual reports the names of the mayor and councillors who completed induction, refresher and, in the case of mayor, supplementary training during the year¹⁸.

The general manager must also ensure that an ongoing professional development program is delivered to the mayor and each other councillor over the course of their terms on council.

Ongoing professional development programs delivered to the mayor and councillors must provide support and assistance to them in the development of the skills necessary to perform

their roles and ensure that they maintain those skills over the course of their terms of office¹⁹.

The content of the ongoing professional development program delivered to the mayor and each councillor must be developed in consultation with them, having regard to the specific skills required by the mayor and each individual councillor and the governing body as a whole to perform their roles effectively.

As with induction, refresher and supplementary training, the mayor and each councillor must make all reasonable efforts to participate in any ongoing professional development program delivered to them.

Councils must report the names of the mayor and councillors who participated in any ongoing professional development program in their annual reports and the number of seminars, circulars and other activities delivered as part of the ongoing professional development program²⁰.

The Office of Local Government has issued *Councillor Induction and Professional Development Guidelines* to assist councils to deliver induction, refresher and supplementary training for the mayor and councillors and to design and deliver an ongoing professional development program for them. The Guidelines are available [here](#).

These requirements also apply to county councils but not to joint organisations.

The Office of Local Government's Guidelines provide specific guidance to county councils on how they can comply with these requirements.

¹⁶ clause 183

¹⁷ clause 184

¹⁸ clause 186

¹⁹ clause 185

²⁰ clause 186

Before 30 June 2022

Review of the community strategic plan

Councils must review the community strategic plan before 30 June 2022.

Under the Act²¹, councils may endorse the existing plan, endorse amendments to the existing plan or develop and endorse a new community strategic plan.

The community strategic plan must identify the main priorities and aspirations for the future of the local government area for the next 10 years from when the plan is endorsed and establish strategic objectives together with strategies for achieving those objectives.

Councils must ensure that the community strategic plan:

- addresses civic leadership, social, environmental and economic issues in an integrated manner
- is based on social justice principles of equity, access, participation and rights
- is adequately informed by relevant information relating to civic leadership, social, environmental and economic issues, and
- is developed having due regard to the State government's State Plan and other relevant State and regional plans of the State government.

A draft community strategic plan or amendment of the community strategic plan must be placed on public exhibition for a period of at least 28 days and submissions received by the council must be considered before the plan or amendment is endorsed by the council.

Within 28 days after a community strategic plan being endorsed, the council must post a copy of the plan on the council's website and provide a copy or a link to the plan on the council's website to the Office of Local Government.

Further guidance on reviewing and endorsing community strategic plans is available [here](#).

Adoption of the delivery program

Under the Act²², councils must establish a new delivery program to cover their principal activities for the 4-year period commencing on 1 July 2022.

Councils' delivery programs must detail the principal activities to be undertaken by the council to implement the strategies established by the community strategic plan within the resources available under the council's resourcing strategy.

The delivery program must include a method of assessment to determine the effectiveness of each principal activity detailed in the delivery program in implementing the strategies and achieving the strategic objectives at which the principal activity is directed.

Before the delivery program is adopted by the council, the draft delivery program must be placed on public exhibition for a period of at least 28 days and submissions received by the council must be considered by it.

Further guidance on developing and adopting a new delivery program is available [here](#).

²¹ section 402

²² section 404

Within twelve months of the election

Review and adoption of local approvals and orders policies

Under the Act²³, councils' and county councils' local approvals and orders policies are automatically revoked 12 months after each ordinary election unless adopted after the election.

Councils and county councils should review their existing local approvals and orders policies after the election to ensure they are current and fit for purpose.

If the policies are still required and the council proposes to adopt them with or without amendment, it must first exhibit the draft policy for at least 28 days and invite submissions for a period of at least 42 days²⁴.

After considering submissions, councils may decide to amend the policy, adopt the policy without amendment or not to adopt the policy.

If the council decides to amend the draft policy, it may publicly exhibit the amended draft local policy or, if the council is of the opinion that the amendments are not substantial, it may adopt the amended draft policy without further public exhibition.

Adoption of councillors' expenses and facilities policy

Under the Act²⁵, councils, county councils and joint organisations must adopt a new policy on the payment of expenses and the provision of facilities to the mayor (or chairperson) and councillors (a section 252 policy) within 12 months of the election.

Before adopting a new section 252 policy, councils and joint organisations should review their existing policy to ensure it continues to be appropriate.

Recent amendments to the Regulation²⁶ now require policies adopted under section 252 to provide for the making of payment of expenses associated with carer responsibilities that are adequate or reasonable.

Councils should ensure when reviewing their policies that the policy makes adequate provision for meeting councillors' carer expenses.

Before adopting a new section 252 policy, councils must give public notice of their intention to adopt the policy and allow at least 28 days for the making of public submissions.

Councils must comply with this requirement even if they propose to adopt the same policy as the existing policy.

Under the Act, before adopting the policy, councils must consider any submissions and make any appropriate changes to the draft policy²⁷.

²³ section 165

²⁴ section 160

²⁵ section 252

²⁶ clause 403

²⁷ section 253

Joint organisations must consult with their member councils about the content of their section 252 policy before adopting it.

To assist councils and joint organisations in reviewing and adopting a section 252 policy, the Office of Local Government has issued *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW* under section 23A of the Act.

The Guidelines are available [here](#).

Councils' policies must comply with the Guidelines²⁸.

The Office of Local Government has also issued a model expenses and facilities policy that councils may wish to use or adapt for their own purposes.

The model policy is available [here](#).

Specific guidance for joint organisations on the adoption of a section 252 policy is provided in part 2.6 of the *Joint Organisation Implementation Guidelines*.

The Guidelines are available [here](#).

Review of organisation structure

Under the Act²⁹, councils, county councils and joint organisations must review their organisation structure within 12 months of the election.

When reviewing the organisation structure, councils and joint organisations may re-determine the organisation structure but are not required to do so.

In determining the organisation structure, the governing body of the council or joint organisation must, after consulting the general manager (or the executive officer), determine:

- the senior staff positions within the organisation structure of the council or joint organisation
- the roles and reporting lines of holders of senior staff positions, and
- the resources to be allocated towards the employment of staff.

A council or joint organisation cannot determine a position to be a "senior staff" position unless:

- the responsibilities, skills and accountabilities of the position are generally equivalent to those applicable to the Executive Band of the *Local Government (State) Award*, and
- the total remuneration package payable with respect to the position is equal to or greater than the minimum remuneration package (within the meaning of Part 3B of the *Statutory and Other Offices Remuneration Act 1975*) payable with respect to senior executives whose positions are graded Band 1 under the *Government Sector Employment Act 2013*. As of 2020-21 this is \$192,600.

The general manager (or the executive officer in the case of a joint organisation), must, after consulting the governing body of the council or joint organisation, determine the positions (other than the senior staff positions) within the organisation structure of the council or joint organisation.

The positions within the organisation structure of a council must be determined to give effect to the priorities set out in the community strategic plan and the council's delivery program.

²⁸ section 252(5)

²⁹ section 333

Specific guidance for joint organisations on the determination of their organisation structure is provided in part 2.11 of the *Joint Organisation Implementation Guidelines*.

The Guidelines are available [here](#).

Adoption of a code of meeting practice

Under the Act³⁰, councils, county councils and joint organisations must adopt a code of meeting practice that incorporates the mandatory provisions of the *Model Code of Meeting Practice for Local Councils in NSW* (Model Meeting Code) prescribed by the Regulation within 12 months of the election.

Councils' and joint organisations' adopted codes of meeting practice must not contain provisions that are inconsistent with the mandatory provisions of the Model Meeting Code.

Councils' and joint organisations' adopted codes may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions.

Councils and joint organisations are not required to adopt the non-mandatory provisions of the Model Meeting Code and can adapt them to meet their own needs.

Before adopting a code of meeting practice, councils must prepare a draft code and exhibit it for at least 28 days and invite submissions for a period of at least 42 days³¹.

Councils must consider all submissions received and may, after considering submissions, decide to amend the non-mandatory provisions of its draft code, or to adopt the draft code.

If the council decides to amend its draft code, it may re-exhibit the amended draft or, if the council considers that the amendments are not substantial, it may adopt the amended draft code without public exhibition³².

The Regulation³³ prescribes that a joint organisation must consult with its member councils about the content of its proposed code of meeting practice before adopting it.

A new Model Meeting Code will be prescribed before the local government elections that will include non-mandatory provisions governing attendance at meetings by audio visual link.

This will allow councils and joint organisations to adopt the new provisions when they adopt their new codes of meeting after the election.

Further information about the Model Meeting Code is available [here](#).

Specific guidance for joint organisations on the adoption of a code of meeting practice is provided in part 2.8 of the *Joint Organisation Implementation Guidelines*.

The Guidelines are available [here](#).

Review of delegations

Under the Act³⁴, councils and county councils must review all their delegations within 12 months of election.

Councils may, by resolution, delegate to the general manager or any other person or body (but not an employee of the council other than the general manager) any of the functions of the council other than those referred to in section 377 of the Act³⁵.

³⁰ section 360

³¹ section 361

³² section 362

³³ clause 397C

³⁴ section 380

³⁵ section 377

The general manager may, in turn, sub-delegate a function delegated to them by the council to any person or body (including another employee of the council)³⁶.

Review of the code of conduct

Under the Act³⁷, councils, county councils and joint organisations must review their adopted codes of conduct within 12 months of the election and make such adjustments as they consider appropriate.

Councils, county councils and joint organisations must adopt a code of conduct that incorporates the provisions of the Model Code of Conduct prescribed by the Regulation.

A council's or joint organisation's adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not "council officials" for the purposes of the Model Code of Conduct (e.g. volunteers, contractors and members of wholly advisory committees).

A council's or joint organisation's adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct.

However, a council's or joint organisation's adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

In other words, councils and joint organisations can strengthen but cannot dilute the provisions of the Model Code of Conduct in their adopted codes of conduct.

The Minister for Local Government has announced a review of the regulatory framework for dealing with councillor misconduct and councils and joint organisations may wish to consider deferring the review of their codes of conduct until the review has been completed and any outcomes of the review are implemented, provided this occurs within 12 months of the elections.

Further information on the Model Code of Conduct is available [here](#).

Specific guidance for joint organisations on the code of conduct is provided in part 2.5 of the *Joint Organisation Implementation Guidelines*.

The Guidelines are available [here](#).

Adoption of a statement of strategic regional priorities

Joint organisations must adopt a statement of strategic regional priorities within 12 months of the elections for their member councils³⁸.

The statement of regional priorities must set out the strategic regional priorities for the joint organisation's area and the strategies and plans for delivering them.

Joint organisations must consult with their member councils about the content of the proposed statement of strategic regional priorities.

Once adopted, the statement of regional priorities must be published on the joint organisation's website.

Specific guidance for joint organisations on the preparation of a statement of strategic regional priorities is provided in part 2.9 of the *Joint Organisation Implementation Guidelines*. The Guidelines are available [here](#).

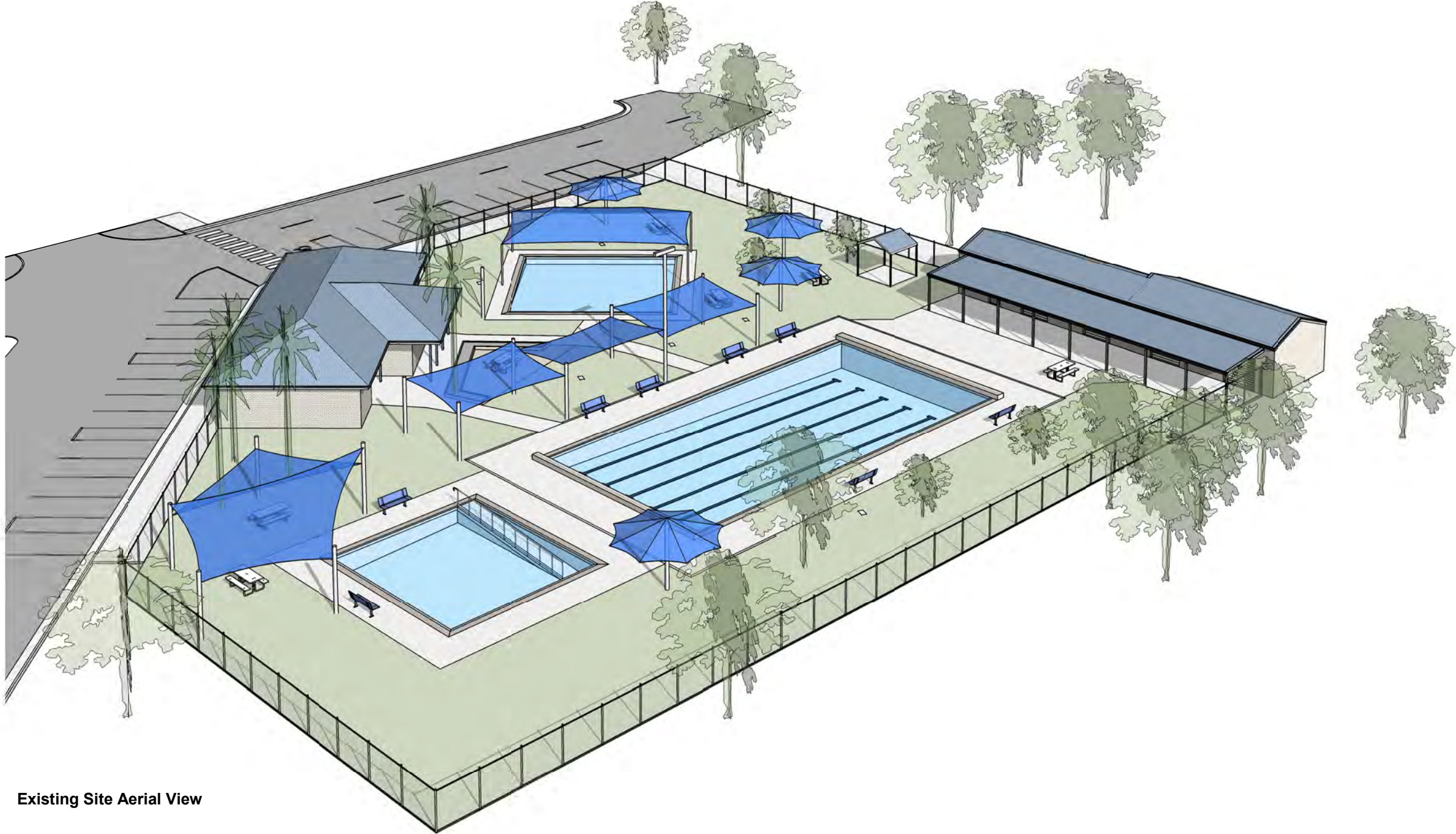
³⁶ section 378

³⁷ section 440(7)

³⁸ clause 397H



JINDERA SWIMMING POOL 25m POOL UPGRADE



Existing Site Aerial View

at: Dight Street, Jindera NSW 2642
for: Greater Hume Council



Plans prepared by Halliday Design, copyright 2021. This drawing is strictly copyright and shall not be used or copied in whole or in part. Verify all dimensions on site before commencing work. Do not scale off drawings.

Project Title: Jindera Swimming Pool
Client: Greater Hume Council
Project Address: Dight Street, Jindera NSW 2642

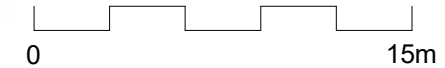
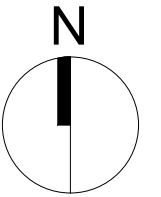
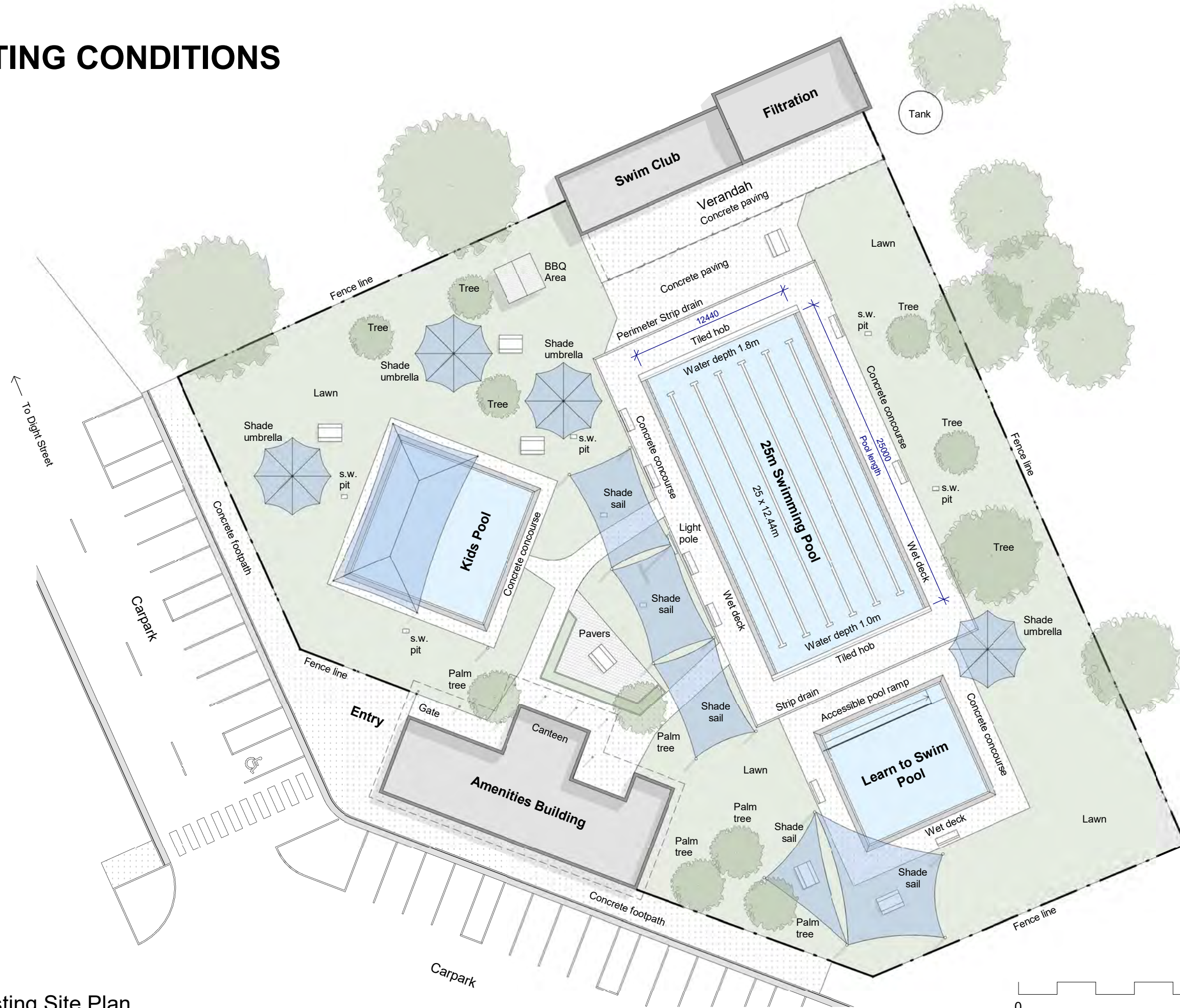
Drawing Issue

Issue C: Final Concept Design - 12.11.2021
Issue B: Revised Draft Concept Design - 21.10.2021
Issue A: Concept Draft Design - 14.10.2021

Scale:
Date: Oct 2021
Drawn by: TH
Page Size: A3

SK-01C

EXISTING CONDITIONS



1 Existing Site Plan
SCALE 1 : 300

HALLIDAY design.
Ph: 0403 758 910 Email: info@hallidaydesign.com.au
Registration No. DP-AD 62629

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Project Title: Jindera Swimming Pool
Client: Greater Hume Council
Project Address: Dight Street, Jindera NSW 2642

Drawing Issue
Issue C: Final Concept Design: 12.11.2021
Issue B: Revised Draft Concept Design - 21.10.2021
Issue A: Concept Draft Design - 14.10.2021

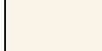

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Date: Oct 2021
Drawn by: TH
Page Size: A3

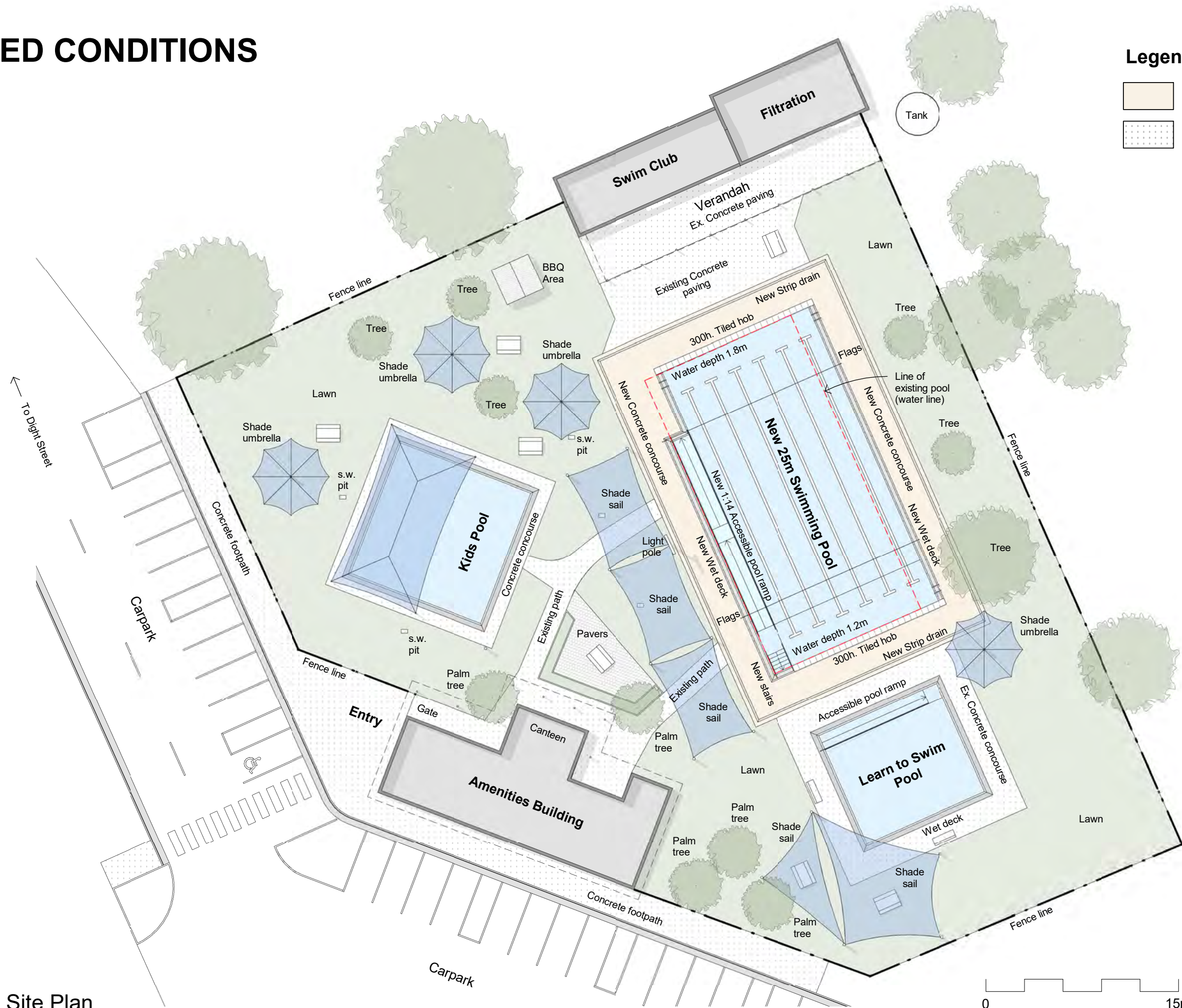


SK-02C

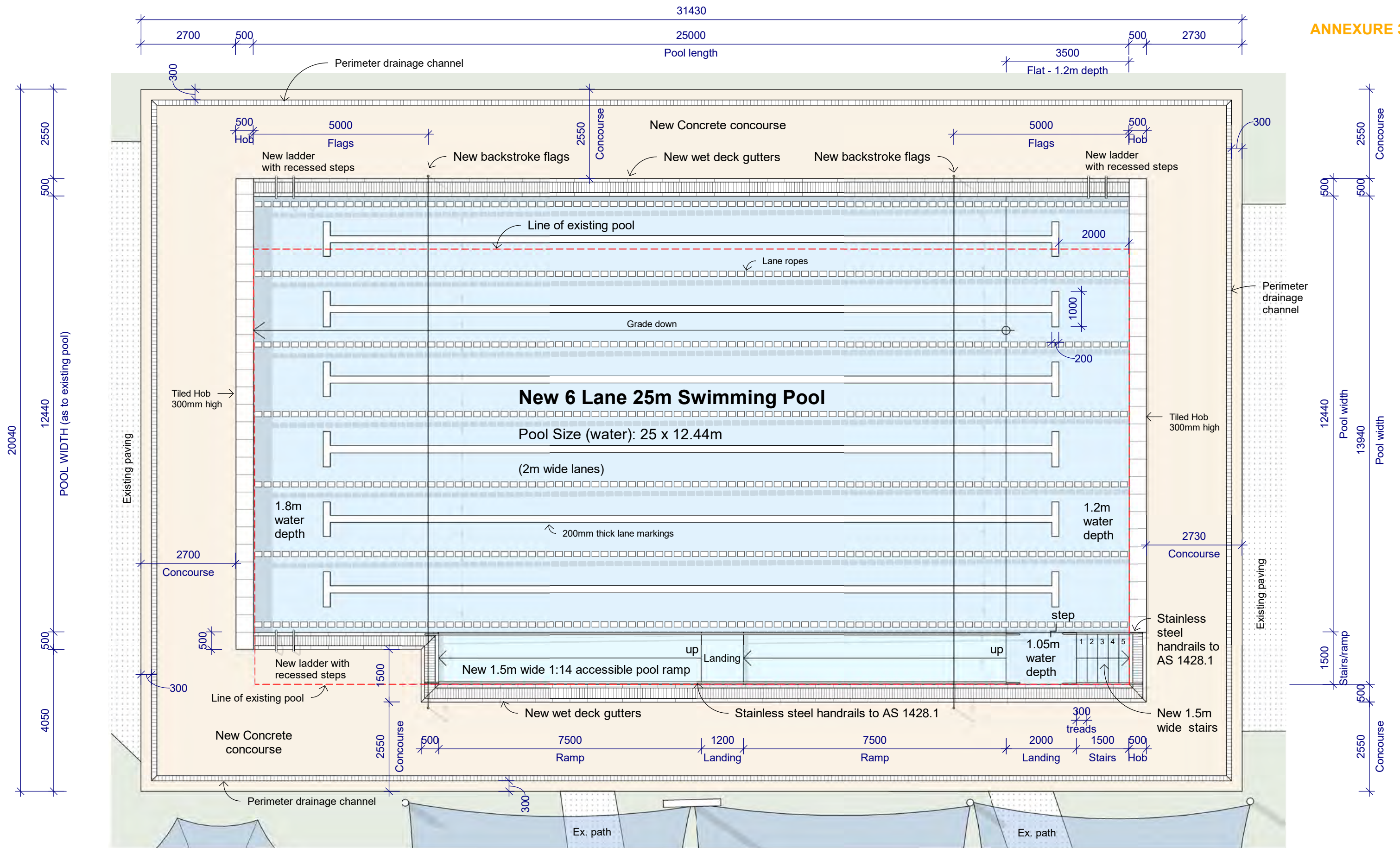
PROPOSED CONDITIONS

Legend

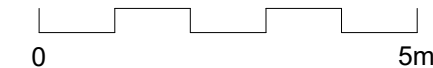
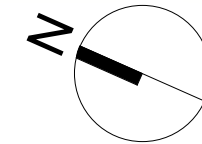
-  Proposed new concrete concourse
-  Existing concrete paving



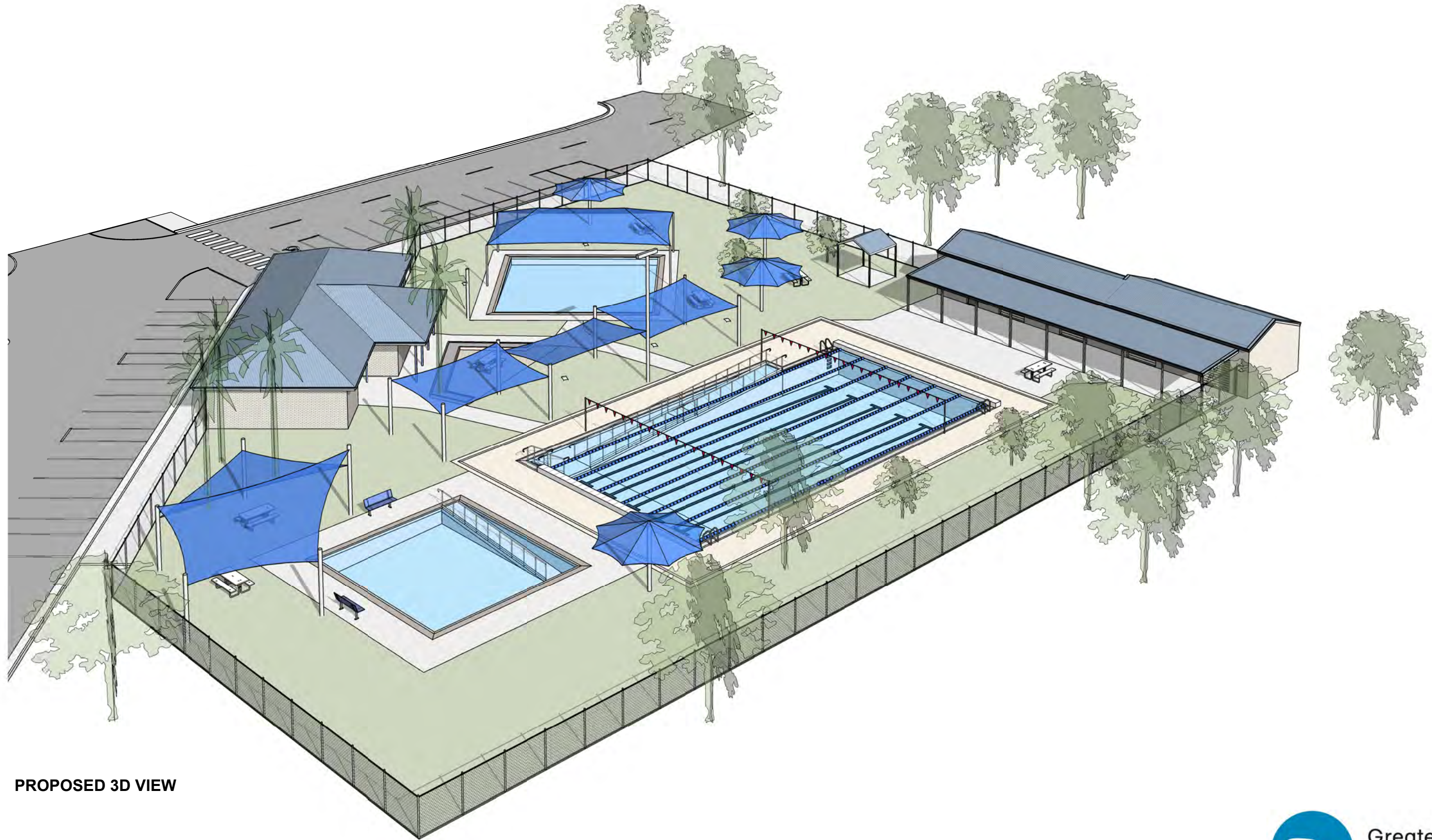
1 Proposed Site Plan
SCALE 1 : 300



1 Proposed Pool Plan
SCALE 1 : 100



PROPOSED CONDITIONS



PROPOSED 3D VIEW



Drawing Issue

Prospective board member information

Find out more about Riverina Water's role in supplying safe and secure drinking water; and how you can represent your community on our Board.

Who is Riverina Water

Our mission is "to provide our community with safe and reliable water at the lowest sustainable cost".

Headquartered on the Murrumbidgee River in Wagga Wagga, Riverina Water serves more than 73,000 people across 15,000 square kilometres.

As a county council, Riverina Water provides water to four local government areas and operates under the provisions of the Local Government Act 1993.

Who are Riverina Water's constituent councils?

Riverina Water has four constituent councils:

- › Wagga Wagga City Council
- › Lockhart Shire Council
- › Greater Hume Council
- › Federation Council

How are constituent councils represented at Riverina Water?

Riverina Water's governing body is a Board of nine members, consisting of councillors from each constituent council.

Wagga Wagga City Council has five representatives, Greater Hume two and Federation and Lockhart one each.

Board roles and responsibilities

A Board member's role is to represent the views of their council and take a whole-of-network approach to decisions and strategy.

Every two years the Board appoints its Chairperson, who presides over meetings and performs other duties similar to a Mayor, and a Deputy Chairperson.

The Board holds ordinary meetings six times a year – once every two months. Meetings are usually held in Wagga Wagga, which may require some travel by board members.

Travel may sometimes be required to inspect sites, for official functions or for conferences.

Board members and the Chairperson are remunerated in the same manner as general purpose councils through adopting a fee set by the Local Government Remuneration Tribunal.

Staff and structure

Riverina Water employs more than a hundred people and the organisation is led by the Chief Executive Officer.

The organisation has two Directors; Engineering – responsible for water quality and the supply network – and Corporate Services – responsible for financial management, customer service and human resources and other functions.

Prospective board member information

Riverina Water by the numbers

2019/20 financial snapshot

Assets totalling \$412M

Capital expenditure of \$16.2M – the largest of all NSW local water utilities

Total income of \$35.9M and \$25.3 expenditure

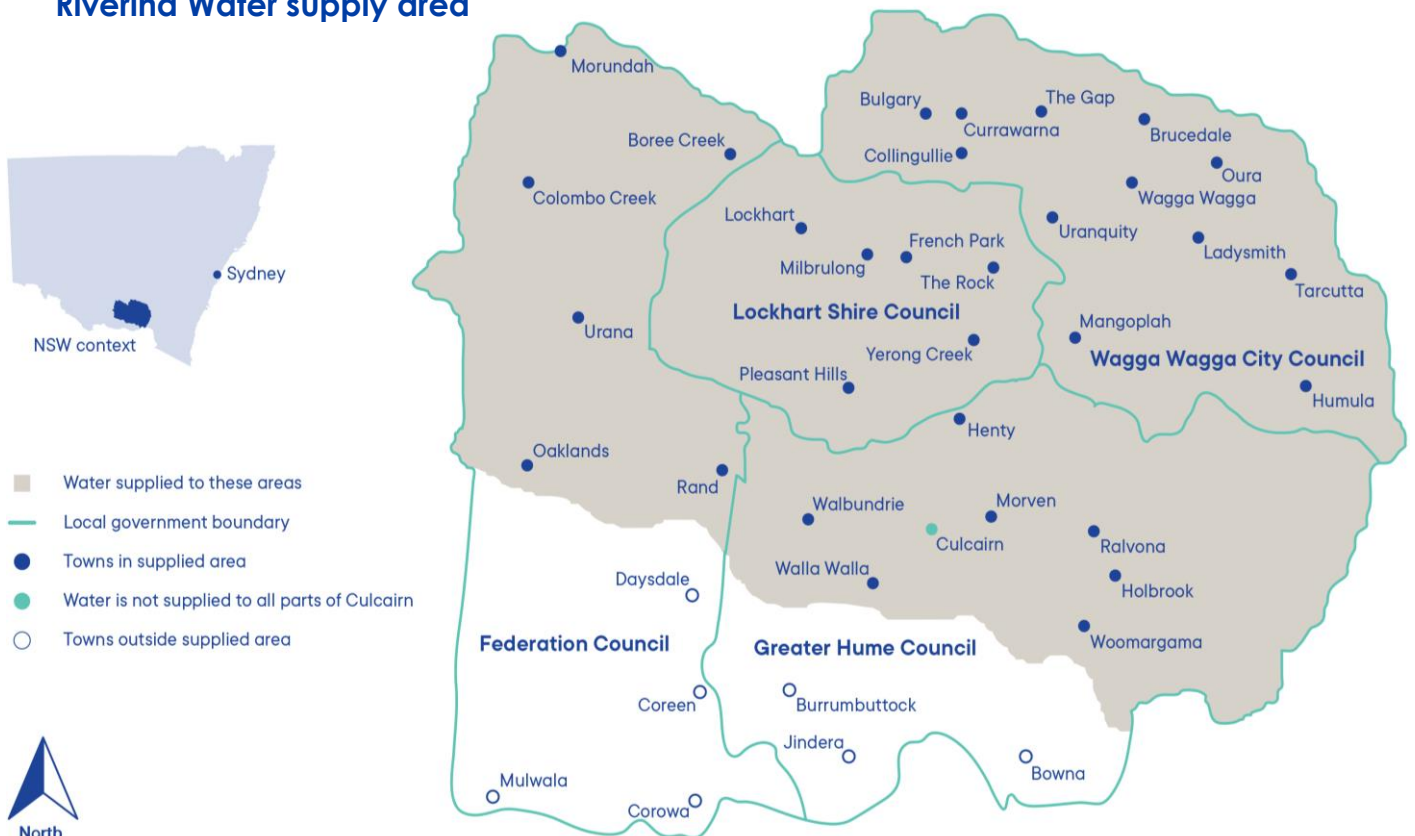
What our community & customers say

Overall customer service rating of 4.46 out of 5

High levels of satisfaction with overall water quality, including 4.67 out of 5 for reliability and 4.15 for water clarity

We provide quality drinking water to more than 73,000 people across 15,000 square kilometres with 33,000 service connections

Riverina Water supply area



Document Control

Document Name	Document Version Number	Review Date
Delegation of Authority - General Manager		September 20
Date Adopted	Minute Number	Summary of Changes
25 September 2019	5389	Re-adopted

Greater Hume Shire Council in order to provide for the expedient exercise and performance of its powers and duties and the efficient management of its business and responsibilities hereby delegates under Section 377 of the Local Government Act, 1993, to the person specified by resolution of the Council to have the functions of the GENERAL MANAGER, STEVEN PINNUCK and to the person holding the aforementioned position in an acting capacity the exercise of Council's powers, functions, duties and authorities contained in legislation and matters specified in Schedule 1 subject to the limitations specified in Schedule 2. This delegation shall commence on 26 September 2018 and remain in force until specifically altered or revoked in writing in accordance with a resolution of the Council.

Schedule 1

General

- Functions which relate to the role of the General Manager as specified in the Local Government Act 1993 its Regulations, Cognate and related legislation.
- For the purposes of Section 381 of the Act, The General Manager's delegated authority to act on behalf of Council includes all functions and powers conferred or imposed by any of the legislation set out from time to time in Section 22 of the Act, including but not limited to the following:
 - Biosecurity Act 2015
 - Companion Animals Act 1998
 - Companion Animal Regulation 2008
 - Crimes Act 1990
 - Community Land Development Act 1989
 - Conveyancing Act 1919
 - Contaminated Land Management Act 1997
 - Crown Lands Act 1989
 - Crown Lands Regulation 2006 and Crown Lands (General Reserve) By-Law 2006
 - Environmental Planning and Assessment Act 1979
 - Environmental Offences and Penalties Act 1989
 - Environmental Protection and Biodiversity Conservation Act 1999
 - Fines Act 1996
 - Fire Brigades Act 1989
 - Food Act 2003
 - Government Information (Public Access) Act 2009
 - Heritage Act 1977
 - Impounding Act 1993
 - Impounding Regulation 2008
 - Land Acquisition (Just Terms Compensation) Act 1991
 - Land and Environment Court Act 1979
 - Library Act 1939
 - Local Government (General Regulation) 2005

- Protection of the Environment Operations Act 1997, Protection of the Environment Operations Regulation 2000, Protection of the Environment Operations Amendment Act 2005 (POEO Amendment Act)
 - Public Health Act 1991
 - Recreation Vehicles Act 1983
 - Protection of the Environment Operations Act 1997
 - Protection of the Environmental Operations (Clean Air) Regulation 2010
 - Protection of the Environmental Operations (Noise Control) Regulation 2008
 - Protection of the Environmental Operations (Waste) Regulation 2005
 - Public Health Act 1991
 - Roads Act 1993
 - Roads Regulation 2008
 - Roads Rules 2008
 - Roads Transport (Safety and Traffic Management) Act 1999
 - Roads Transport (Safety and Traffic Management) Regulation 1999
 - Road Transport (General) Act 2005
 - Road Transport (General) Regulation 2005
 - Rural Fires Act 1997
 - Rural Fires Regulation 2008
 - State Emergency and Rescue Management Act 1989
 - Swimming Pool Act 1992
 - Threatened Species Conservation Act 1995
 - Unclaimed Money Act 1995
- Functions which relate to the role of the General Manager as specified in Council's adopted Codes, Policies and Procedures.
 - Functions relative to the achievement of performance objectives as listed in the General Manager's employment contract.
 - Authority to prepare submissions and make representations to Members of Parliament, Ministers of the Crown and Government Departments in accordance with policy and the best interests of Council.
 - Authority to execute documents, contracts and agreements on behalf of Council including those requiring the affixing of the Common Seal of the Council.
 - To affix the Common Seal of the Council in conjunction with the Mayor or Deputy Mayor to any necessary document pursuant to or consequent upon any decision of Council.

Administration

- To fulfill the responsibilities of Public Officer as defined in the Local Government Act 1993.
- To carry out the role of Privacy Contact Officer of Council.
- To carry out the regular services and operations of the Council within the sums voted by the Council for expenditure thereon and in accordance with any policy or resolution of the Council.
- To perform or authorise any action necessary to comply with any decision, policy or code of Council, any statutory requirements of the local Government Act or regulation or any other law, rule or regulation affecting Council.
- Reject any application within the prescribed period if it is not clear as to the approval sought or if it is not easily legible.
- Request any additional information that is reasonably necessary to determine any application.
- Subject to Council for its consideration any application or submission for a review of any decision or determination.
- To sign purchase orders on Council's behalf.
- To approve the use and arrange the lettings of the Council Chambers, meeting rooms and administrative buildings and approve or refuse such applications and apply any conditions of approval considered necessary.
- Authorised key personnel officer for the provision of Aged Care Services (as required by the Australian Government's Department of Health and Ageing) including authorisation to complete returns and legislative reports pertaining thereto.
 - Authorised representative to contact Centrelink and Department of Veteran Affairs with regard to confirming hostel bonds.
 - Nominated as the Authorised Officer under the Companion Animals Act 1998, No. 87.
 - Sign documentation on behalf of Family Day Care requiring the signature of the Coordinator and/or representative of the Licensee including funding agreements, grant applications and quarterly funding agreements.
 - Act as Council's Public Officer with authority to accept, consider and determine GIPA applications.
 - Reject any application within the prescribed period if it is not clear as to the approval sought or if it is not easily legible.
 - Request any additional information that is reasonably necessary to determine any application.
 - Subject to Council for its consideration any application or submission for a review of any decision or determination.

Animals

- Nominated as the Authorised Officer under the Companion Animals Act 1998, No. 87.

Animal Control

- To impound or seize any animals in accordance with the provisions contained in the Companion Animals Act 1998.
- To issue Penalty Infringement Notices where owners fail to comply with the necessary provisions of the Companion Animals Act 1998.
- To impound straying stock or abandoned articles in accordance with the provisions of the Impounding Act 1993.
- To make determinations in relation to declarations of dangerous dogs, objections from owners of proposed dangerous dogs and revocation of dangerous dog declarations (including restricted, menacing and nuisance dog orders in accordance with the Companion Animals Act 1998.

Approvals

- To consider any application for approval for any item in the Table of Approvals in Chapter 7 of the Local Government Act 1993:
 - 1) If in the opinion that such application can be approved, grant such approval either conditionally or subject to conditions, or
 - 2) If of the opinion that such applications should be refused report such matter to Council for its determination.
- Submit to Council for its determination any application "for approval in principle" or "stage approval".
- To approve of the use of swimming pools, recreation areas, etc., for any legitimate purpose and to accept and arrange lettings of the Council Chambers, and Administrative Buildings and approve or refuse such applications and apply any conditions of approval considered necessary.
- To grant approval for conduct of Street Stalls/Door Knock Appeals and allocate dates to applicant bodies.
- To approve the use of roads and streets for charitable and other legal purposes.
- Approve of the holding of festive celebrations such as Carols by Candlelight and the like in Council's Parks and Gardens.
- The power to determine an objection under Section 82(3) of the Local Government Act 1993 in relation to Council's Local Approvals Policy.

Biosecurity

- Appoint Authorised Officers under the *Biosecurity Act 2015* (the Act), pursuant to section 372 of the Act.

Building

- Make determinations in regard to the provisions of the Building Code of Australia (Administrative Provisions).
- To approve applications for Construction Certificates which comply in all respects with the Building Code of Australia, the Local Government Act 1993, as amended by the Environmental Assessment Act 1979 and Regulations, Council's Planning Controls and Policies and do not depart from the conditions and plans of development consent.
- The function of making recommendations for the purposes of Section 5 (1A) of the Building Professionals Act 2005 (Accreditation of Council Building Surveyors).

Bush Fire Hazard Reduction

- To make determinations, serve notices and review objections to notices where bush fire hazard reduction works are considered appropriate in accordance with Division 2 of the Rural Fires Act 1997.

Business Papers

- To determine the matters which are to be included in the Business Papers subject to the inclusion of the following items whenever they arise, namely:-
 - a) Reports on matters which cannot be determined under Delegated Authority.
 - b) Reports required to be submitted under any Act or regulation.
 - c) Reference to any deputations which the Council has agreed to receive.
 - d) Matters requiring a determination of policy.
 - e) Reports directed by Council to be submitted.
 - f) Matters essential for the Council's information.
 - g) Matters requiring a vote of money.
 - h) Matters where the General Manager is of the opinion that any application should be refused.

Certificates

- To issue any Certificate for which provision is made for the issue of Certificates by the Council under any Act or Regulation.
- To issue Certificates under section 603 of the Local Government Act, on behalf of Council.

Child Care

- Be authorised to undertake requirements as the Child Protection Disclosure Officer under the Child Protection (Prohibited Employment) Act, 1998 and Council's Child Protection Policy and Procedures.

Communications

- To respond to media publicity on Council matters and to issue media releases and make statements to the media on behalf of Council if the Mayor is unavailable or if the Mayor so authorises.

Contracts

- To sign Contracts for the sale and purchase of land where the sale or purchase has been approved by Council.
- To approve and sign lease agreements for aged accommodation and low income rental properties.

Correspondence

- To reply to all routine correspondence not involving a monetary vote by Council, not effecting Council policy and not requiring the consideration of Council.

Dogs

- To declare a dog "dangerous" in accordance with the Companion Animals Act.

Environment

- Be authorised to issue Self Enforcing Infringement Notices under the Environmental Offences and Penalties Act.

Finance

- To authorise the payment of salaries and wages of the employees of the Council within the sums voted by the Council for expenditure thereon.
- To authorise payment of accounts in respect of works or votes authorised by Council or associated with the functions of Council.
- Determine requests for in kind assistance from locally based, not-for-profit organisations and citizens of the Shire where such works can be reasonably accommodated with the programs and budget of Council.
- To approve applications for extension of time to pay accounts where acceptable case is made out.
- To invest surplus Council funds in accordance with section 625 of the Local Government Act, Local Government Regulations and Council Policies.
- To sign cheques drawn on Council's bank account and authorise and transmit electronic transfers from Council's bank account in conjunction with any other person authorised to sign cheques or electronic transfers on Council's behalf.
- Refund of Trust Fund Deposits including Contract Deposits on the recommendation and certification of the appropriate servant.

Food Act 2003

- Pursuant to Section 377(1) of the Local Government Act 1993 Council resolve to delegate to the General Manager the power to appoint authorised officers under Section 114 of the Food Act 2003.
- Pursuant to Section 377(1) of the Local Government Act 1993 Council resolve to delegate to the General Manager the power to serve Prohibition Orders under Section 60 of the Food Act 2003.
- Pursuant to Section 378(a2) of the Local Government Act 1993, and conditional upon advice from the NSW Food Authority, Council resolve to approve the General Manager to sub-delegate the power to serve Prohibition Orders under Section 60 of the Food Act 2003 to the Director, Planning and Environment.
- Pursuant to Section 381(3) of the Local Government Act 1993 Council resolve to approve the NSW Food Authority's delegation to the General Manger to provide written approvals for dispensations and alternative methods of compliance in regard to the Food Standards Code's Standard 3.2.2 (clauses 15 and 17) and Standard 3.2.3 (clauses 10 and 14).
- Pursuant to Section 109E of the Food Act 2003, and conditional upon approval from the NSW Food Authority Council resolve to approve the General Manager to sub-delegate the power to provide written approvals for dispensations and alternative methods of compliance in regard to the Food Standards Code's Standard 3.2.2 (clauses 15 and 17) and standard 3.2.3 (clauses 10 and 14) to the Director, Planning & Environment.

Grants

- Submit grant applications on Council's behalf subject to any budgetary commitment being consistent with Council's Management Plan and Annual Budget.
- Sign Income and Expenditure Statements in relation to Grant applications.

Impounding

- To be an impounding Officer in terms of the Impounding Act 1993 and to implement the objects of the Act and carry out all functions of the Act as outlined in Section 3.

Insurances

- To affect appropriate and adequate property and indemnity insurance in respect to any property of or under the control and management of Council or any civil liability of Council which may arise in connection with the exercise of its powers and authorities, duties or functions.
- Sign insurance claim forms on behalf of Council.
- Negotiate settlement of all insurance claims up to the current excess applicable to each policy.

Legal Proceedings

- Institution of:-
 - a) To authorise the issue of any penalty notice on the laying of any information or complaint or the institution of any other proceedings pursuant to the Local Government Act for the recovery of any penalty or the making of any ORDER for or in respect of any offence, nuisance or any other matter or thing whatsoever which the Council might be entitled to recover to seek under any Act or Regulation.
 - b) In respect to the institution, conduct and defence of legal proceedings concerning Councils activities in any Court to instruct and engage Council's Solicitors and counsel where necessary.
 - c) Lay information and appear in Court on behalf of Council in respect of any offence which prosecution is authorised by Council or provided by section 684 and 687 of the Local Government Act.
- To obtain legal advice from Council's Solicitors or counsel where considered necessary.
- Authorise the institution of legal proceedings for the recovery of all outstanding rates and other debts owing to Council and take all necessary action to recover such debts in accordance with Council Policy, after consultation with Director Corporate & Community Services.
- Sign Court documentation and Summonses to the point of Garnishee Action. After consultation with Director Corporate & Community Services.

- Represent Council at proceedings in any court of competent jurisdiction in relation to the recovery of outstanding rates and all other charges in accordance with the provisions of Section 687 of the Local Government Act, 1993 after consultation with Director Corporate & Community Services.

Loans

- Make applications for loan funds on behalf of Council to various lending authorities up to the maximum borrowing limit as determined by the Department of Local Government and in accordance with the Council Management Plan and Council resolutions.

Orders

- In accordance with Section 124 of the Local Government Act 1993 and Section 121 of the Environmental Planning & Assessment Act 1979 to give notice to any person to whom in the opinion of the General Manager an Order should be given in respect of any matters contained in any Act or regulation that Council intends to issue an Order.
- To issue an order in accordance with the above notice and to report to Council the circumstances where an order has been issued.

Note

This delegation shall include but is not limited to the following Acts:-

- Companion Animals Act 1998
- EPA Act 1979
- Food Act 1989
- Impounding Act 1993
- Noxious Weeds Act 1993
- Protection of Environment Operations Act 1997
- Public Health Act 1991
- Roads Act 1993
- Swimming Pools Act 1992
- Waste Avoidance and Resource Recovery Act 2001

Planning

- Sign linen plans of subdivision upon certification that all Council requirements have been complied with or that satisfactory bonding arrangements have been entered into.
- Council accept the offered delegation for plan making function under Section 59 of the Environment Planning and Assessment Act 1979 made by the Minister for Planning and Infrastructure under Section 23 of the Environment Planning and Assessment Act 1979. In accordance with Section 381 of the Local Government Act 1993 Council delegate the offered plan making functions under Section 59 of the Environment Planning and Assessment Act 1979 to the General Manager.
- In accordance with Section 381 of the Local Government Act 1993 should the General Manager concur, the plan making function under Section 59 of the Environment Planning and Assessment Act 1979 be sub-delegated to the Director Environment and Planning.
- To approve of all Development Applications within the Greater Hume Shire Council and in accordance with Council's Local Environmental Plan subject to the following:

- a) Where objections are received following notification procedures, application be brought to Council's attention. In situations where an objection is considered by the General Manager (in consultation with the Director Environment and Planning) to be vexatious in nature, then such will not act as a trigger for referral of the application to Council.
 - b) Any application recommended for refusal (except where refusal is recommended following two written requests seeking further information and that information has not been provided within the requested time frame).
 - c) Any application where the applicants seeks to depart from the standards contained in a development Control Plan or policy of Council (except for minor variations).
 - d) Any application where the applicant is objecting to a development standard contained in a local planning instrument in accordance with State Environmental Planning Policy (SEPP) 1.
 - e) Any application considered by the General Manager (in consultation with the Director, Environment and Planning) to be of significant public interest.
- Applications approved under this delegated authority shall be reported to the next monthly meeting of Council.
 - Approve Complying Development Certificates.
 - In relation to delegation of waiving of non-compliance with the Greater Hume Development Control Plan 2013:
 - a) in accordance with Section 377 of the Local Government Act 1993 Council delegate to the General Manager the ability to waive areas of non-compliance with the GHDCP 2013 where no submissions have been received to the neighbour notification of development applications and the objectives of the GHDCP 2013 are met; and
 - b) Council note that the General Manager will sub delegate this function to the Director Environment and Planning under Section 378 of the Local Government Act 1993.

Plumbing and Drainage Act

- in accordance with Section 381 of the Local Government Act 1993, Council delegate the offered functions under Section 21 of the Plumbing And Drainage Act 2012 to the General Manager.
- in accordance with Section 381 of the Local Government Act 1993 should the General Manager concur, the functions under Section 21 of the Plumbing And Drainage Act 2012 be sub-delegated to the Director Environment and Planning, Council's Building Surveyor and Environmental Health and Building Surveyor.
- Council authorise the affixing of the common seal upon all return correspondence to NSW Fair Trading.

Powers of Entry and Inspection

- To grant from time to time to any employee of the Council the authority vested in Council under the provisions of the Local Government Act or any other Act to enter and inspect premises and to carry out works deemed necessary.
- To enter upon any land or building, for the purpose of making an inspection, under any Act of Parliament, or any rule, Regulation, Ordinance or Bylaw under or pursuant to any such Act.

Private Works

- To reach agreement with the owner or occupier of any private land to carry out private works on the land in accordance with any fee scale set by Council.

Rating

- To categorise all rateable land according to Section 514 of the Local Government Act 1993.
- Determine the eligibility for farmland rating in accordance with section 515 of the Local Government Act 1993 subject to appeals against eligibility being referred to Council.
- To prepare and serve rate notices at any time following the making of the rate by Council.
- In relation to payment of rates by instalments to determine if extenuating circumstances exist when instalment payments are not made by the due date and decide whether the instalment will be accepted as a bonafide payment.
- To authorise the Institution of Legal Proceedings for the recovery of outstanding rates and other debts due to the Council.
- To amend or alter the rate book where necessary.
- To adjust, recover or refund rates in respect to land owned by the Crown.
- To issue rate notices requiring rents due and payable on land to be paid to Council in liquidation of outstanding rates.
- Authority to authorise the writing off of rates and charges where the amount of any individual rate or charge is less than \$1,000.

Records - Destruction and Disposal of

- Subject to any reasonable requests or lawful direction to the contrary to destroy or dispose of by other means, records of the Council subject to the requirements of any Act or regulation and the general records disposal schedule for Local Government Records in New South Wales.

Roads

- That the General Manager be an authorised Officer in terms of Section 251 of the Roads Act 1993.
- That the General Manager be the authorised Officer pursuant to Section 121(1) of the Road Transport (General) Act 2005 for the purpose of the following sections:

- Section 136: Direction to stop vehicle or combination: to enable exercise of other powers.
- Section 137: Direction to move vehicle or combination: to enable exercise of other powers.
- Section 138: Direction to move vehicle or combination: where danger or obstruction.
- Section 140: Manner of giving directions under this Division.
- Section 171: Authorised officer may require production of driver licence and name and address from driver or rider.
- Section 173: Authorised officer may require responsible person for vehicle and others to disclose identity of driver who commits offence.

Service of Notices

- To serve on any person or body on behalf of the Council in the prescribed format any notices required by or under any Act or Regulation or consequent to any decision of Council.

Staff

- To authorise approval of leave of absence for all Staff of the Council.
- To apply to wages and salaries any automatic award variations basic wage variation or cost of living adjustments subject to official notification from the Local Government NSW or Fair Work Australia legislation or total financial resource allocation in Council's Annual Budget.
- To approve attendance by Council Officers and Staff at Conferences and Seminars which are conducted by or endorsed by the Division of Local Government and other relevant authorities and/or Local Government NSW.
- To approve attendance by Staff at training courses included in Council's Staff Training Programme together with associated User Group Meetings and for which funds are available in Council's Budget.
- To authorise Council Staff to attend Professional Conferences in accordance with Council's policy.
- Deal with industrial disputes.
- Grant authority for the placement or Work Experience students, subject to such authorisation being in accordance with Council's policy. Such authorisation is to be undertaken in conjunction with accepted Human Resource Management guidelines.
- Approve and authorise payment of salary and wages to members of staff including overtime and time in lieu of payment.

Swimming Pools

- To exercise the functions of the Council under the Swimming Pools Act, 1992 including the power to appoint "inspectors" to perform the duties empowered by the Act.
- Affixing of the Common Seal of Greater Hume Shire Council upon certificates of identification to Council staff involved in undertaking functions under the Swimming Pools Act 1992.

Schedule 2

1. Council may by resolution direct the General Manager in the exercise of any function herein delegated.
2. The General Manager shall exercise the functions herein delegated in accordance with and subject to:
 - a) the provisions of the Local Government Act, 1993, as amended
 - b) the policies of the Council adopted by Resolution and current at the time of the exercise of the functions herein delegated.

3. Submissions received in response to a notice of intention to serve a Section 18 Notice being referred to Council for consideration.

Adopted 17 August 2005
Minute No. 344
Amended 16 November 2005
minute no. 437
Reviewed 26 September 2007
Minute No. 1170
Amended 21 November 2007
Minute No. 1250
Amended 24 September 2008
Minute No. 1622
Amended 16 September 2009
Minute No. 2016
Amended 15 September 2010
Minute No. 2438
Amended 14 September 2011
Minute No. 2832
Amended 19 September 2012
Minute No. 3199
Revised 11 September 2013
Minute No. 3546
Readopted 17 September 2014
Minute No. 3880
Readopted 16 September 2015
Minute No. 4175
Readopted 21 September 2016
Minute No. 4483
Revised 20 September 2017
Minute No. 4807
Revised 26 September 2018
Minute No. 5081
Readopted 25 September 2019
Minute No. 5389
Readopted 16 September 2020
Minute No. 5686

Document Control

Document Name	Document Version Number	Review Date
Delegation of Authority Mayor		September 20
Date Adopted	Minute Number	Summary of Changes
25 September 2019	5389	Readopted – No Alterations

In order to provide for the expedient exercise and performance of its powers and duties and the efficient management of its business and responsibilities, Greater Hume Shire Council, as provided under Section 377 of the Local Government Act, 1993, hereby delegates to the person holding the position of Mayor COUNCILLOR HEATHER WILTON and to the Deputy Mayor when acting in place of the Mayor, the following functions, duties and authorities as specified in Schedule 1 subject to the limitations specified in Schedule 2. This delegation shall commence on 26 September 2018 and remain in force until specifically altered or revoked in writing.

Schedule 1

1. To give effect to the provisions of the Local Government Act, 1993 and any other Act conferring powers or duties upon the Mayor and to any resolution of direction given to the Mayor by the Council.
2. To obtain legal advice from council's solicitor and/or the legal advisor of the NSW Shires Association.
3. To represent the council, in conjunction with the general manager, in deputations to government, inquiries, appropriate forums and at meetings of organisations which council has resolved to be a member of and for which an alternative delegate has not been specifically appointed.
4. To make media statements and issue media releases in respect of council decisions and relevant issues.
5. To carry out the general supervision, control and direction of the General Manager.
6. Appointment of an Acting General Manager for a period of up to 10 working days following a recommendation from the General Manager. Where possible an information report be submitted to Council on such appointments prior to the appointments taking effect.
7. To determine applications by the general manager for various classes of leave.
8. To determine, in conjunction with the general manager, requests from community groups for minor subsidies of up to ~~\$300~~ \$500 and requests for *in-kind* assistance to an estimated value of ~~\$300~~ \$500.
9. To authorise appropriate presentations to be made to visiting dignitaries and to residents in recognition of achievements and milestones.
10. To exercise the powers of expulsion from meetings of council pursuant to section 10(2)(b) of the Local Government Act for persons guilty of acts of disorder as prescribed in the Local Government (Meetings) Regulation 1999.

11. In conjunction with the General Manager, to engage consultants to undertake projects, on behalf of Council, in those circumstances where the Council does not have the capacity or expertise to undertake the project. However, other than in an emergency the engagement of a consultant must be in accordance with a decision of the Council, or a general budgetary provision. If there is no budget provision, the consultancy is not to exceed \$10,000.
12. To authorise any works deemed urgent within the sums provided in the Council's budget at a cost not exceeding \$20,000 in any particular situation.
13. To perform citizenship ceremonies and present Certificates of Australian Citizenship as provided by the relevant Act.
14. Approve attendance by Elected Members and Senior Staff at conferences and seminars, etc. within NSW and the ACT to a maximum of three days and within budget provisions.

Schedule 2

Limitations

1. The following functions of Council are specifically excluded in accordance with Section 377 (1) of the Local Government Act, 1993.
 - The appointment of a general manager.
 - The making of a rate.
 - A determination under section 549 as to the levying of a rate.
 - The making of a charge.
 - The fixing of a fee.
 - The borrowing of money.
 - The voting of money for expenditure on its works, services or operations.
 - The compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment).
 - The acceptance of tenders which are required under this Act to be invited by the council.
 - The adoption of a management plan under section 406.
 - The adoption of a financial statement included in an annual financial report.
 - A decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6.
 - The fixing of an amount or rate for the carrying out by the council of work on private land.
 - The decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work.
 - The review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 92 A of the Environmental Planning and Assessment Act 1979.
 - The power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194.
 - A decision under section 356 to contribute money or otherwise grant financial assistance to persons.
 - The making of an application, or the giving of a notice, to the Governor or Minister.
 - This power of delegation.
 - Any function under this or any other Act that is expressly required to be exercised by resolution of the council.

End of delegation.

**Adopted 17 August 2005
Minute No. 344**
**Reviewed 26 September 2007
Minute No. 1170**
**Reviewed 24 September 2008
Minute No. 1622**
**Reviewed 16 September 2009
Minute No. 2016**
**Readopted 15 September 2010
Minute No. 2438**
**Readopted 14 September 2011
Minute No. 2832**
**Readopted 19 September 2012
Minute No. 3199**
**Readopted 11 September 2013
Minute No. 3546**
**Readopted 17 September 2014
Minute No. 3880**
**Readopted 16 September 2015
Minute No. 4175**
**Readopted 21 September 2016
Minute No. 4483**
**Revised 20 September 2017
Minute No. 4807**
**Readopted 26 September 2018
Minute No. 5081**
**Readopted 25 September 2019
Minute No. 5389**
**Readopted 16 September 2020
Minute No. 5686**



RESPONSE TO THE GUIDELINES

Infrastructure Contributions Reform

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INFRASTRUCTURE CONTRIBUTIONS REFORM

Response

Riverina Joint Organisation

Introduction

Our Member Councils welcome the opportunity to provide feedback on the reform proposals for Infrastructure Contributions in NSW. The Riverina JO has eight Member Councils: Bland, Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart, Temora and Wagga Wagga City, Our Associate Members are Riverina Water County Council and Goldenfields Water County Council.

In making this submission we have consulted with our Members and provide the following comments in relation to the reforms proposed in the *Environmental Planning and Assessment Amendment (Infrastructure Contributions) Regulation 2021*:

1. *Planning Agreements*

While our Members recognise that for the purposes of transparency and good governance putting these plans on display for comment appears to be good practice. However, the negotiation of a VPA means the sharing of commercial-in-confidence information between council and the developer. Information on market research, expected production, inputs and even projected profitability may all be part of the negotiation to determine how much and when contributions will be paid.

Our Members agree that VPAs are a valuable way of dealing with Infrastructure Contributions and that we do not want to see legislation, which is intended to improve the process to ultimately create barriers to good outcomes.

If this process is introduced then we need to ensure that there are mechanisms in place to protect the confidential data and intellectual property that may be shared by the developer with councils and the State as part of the VPA negotiation process. If we cannot offer that protection then it is highly unlikely that developers will want to continue to be involved in the VPA process.

2. *Section 7.11 Local Infrastructure Contributions*

- *Nexus*

We note the proposal to rename s7.11 contributions, “local infrastructure conditions”. We are aware that IPART is undertaking work on the issue of “nexus” we want to ensure that proving “nexus” does not become such an administrative burden for councils that it acts as a barrier to levying 7.11 contributions.

- *Land Value Contributions*

Our Members support the use of land value contributions to meet developer infrastructure contributions. We believe that it is a positive addition to the way that Infrastructure Contributions are dealt with and that it can act as a catalyst to introduce much needed green space/public purpose land, particularly in highly urbanised areas.

We believe there should be no cap set on the land value contribution because the need for the land should rest with council and the need will determine the level of contribution that is appropriate. If a council has identified that green space is the most highly valued commodity from a development perspective and as a result is willing to relinquish monetary contributions to gain the land, then it should be able to do so. We support a process of independent valuation to ensure that the right value for the land is reflected in the arrangement.

- *Essential Works List*

Our Members support the 3-year delay in making changes to the thresholds relating to the Essential Works List (EWL). However, we are concerned that this is just putting off the inevitable when all councils will be forced into the EWL regime which we believe will be an unsatisfactory outcome for rural and regional local government.

We note with concern that the EWL does not include community infrastructure. We fail to understand the rationale behind this exclusion. Residential housing developers “sell” a lifestyle not just a house and it is councils that are left with the burden of fulfilling those promises. Residents expect to have a lifestyle not just a house, they expect to have libraries, pools, parks, gardens, playing fields and meeting places. Most would deem this type of infrastructure just as essential as roads and drainage.

Our Members maintain that any increases in rates income fall far below what is required to maintain the level of lifestyle that is expected by residents. In addition, they agree that the cost of providing lifestyle infrastructure should be met at least in part through developer fees. All our Member Councils apart from Wagga Wagga, which meet the current threshold and the county councils, rely on 7.12 contributions to meet the cost of providing lifestyle infrastructure. If those councils are moved to the EWL regime in 3 years then their ability to create, enhance and deliver lifestyle infrastructure will be significantly diminished.

Our Members maintain that lifestyle infrastructure should be included in the EWL for all councils regardless of their size.

- *Pooling Contributions*

Our Members support the proposal to pool contributions for purposes identified in more than one plan and for councils to recoup the interest costs. We believe that this approach will result in greater efficiencies through the ability to forward fund infrastructure.

3. Section 7.12 Local Infrastructure Contributions

- *Set Local Levy Condition Rates*

Our Members see few advantages in this new approach, they are particularly concerned that indexation will not keep pace with rising development costs. We have experienced this with rate pegging failing to keep up with costs and have no wish to find ourselves in the same position with developer contributions.

In addition, we are very concerned about the inequities that are embedded in the approach. The percentage rate contribution ensures that every resident pays the same i.e., 1% of the value of their home. The flat rate approach proposed advantages people who have the capacity to build large expensive homes because everyone pays the same regardless of how much they spend.

In addition, we are concerned about the impacts the approach might have on creating environments that encourage a diversity of dwellings. The Riverina JO has already learned through its work on a Regional Housing Strategy that developers are choosing to build single dwellings rather than units or villas because of the differential costs of housing warranty insurance. We are concerned that the proposal to have a single set levy will result in the same outcome. If a developer in a regional area pays \$10,000 to put one house on a site but \$24,000 to put three units on the same site then the upfront costs of the development are likely to dictate what is ultimately developed, a single dwelling.

Most of our Member councils utilise s7.12 contributions for their residential developments and their preferred option, given the inequities that result from the new proposal, is for the 1% arrangement to remain in place. We do not believe the application of a set percentage is too complex as has been suggested by the Productivity Commission and cannot understand why the Commission would advocate that such an inequitable arrangement be used to underpin an infrastructure contribution scheme.

- *Alternative Charging Units for Solar and Wind Farms*

The Riverina JO has long advocated for legislative changes that would require State Significant Developments to pay their 7.12 contribution. As the legislation currently stands the Consent Authority “may impose” the requirement to pay the contribution, our Members believe the legislation should be changed to “must impose”.

Nevertheless, we appreciate that the alternative charging proposal is meant to go some way towards addressing the issue of the Planning Commission not imposing 7.12 contributions.

Page 12 of the Explanatory Paper states that the levy will be charged for solar and wind farms based on \$2,000 per megawatt capped at \$450,000. We understand this to mean that every solar farm regardless of the size will pay the same. We believe however that the proposed approach will leave communities worse off, is inequitable and may also encourage scamming and therefore we cannot support it.

For example, Greater Hume Shire has recently entered a VPA with a solar farm proponent. The farm will generate 1,000 megawatts of electricity and the total value of the project is \$636.56 million. The provides for the company to pay the Council \$150,000 per year for the life of the development (30 years). In addition, the company is establishing a community fund valued at \$5 million which it will directly manage. The VPA recognises the time it takes for this type of development to reach fruition and is providing direct benefits for the community. The alternative charging approach will negate these agreements and the impact on councils and the communities they represent will be significant.

An example at the other end of the spectrum is another development in Greater Hume Shire for a 5-megawatt solar farm development valued at \$7.6 million. Council is the Consent Authority and will apply a 7.12 levy of 1% to the development resulting in a contribution of \$76,000. Under the new

proposed arrangements Council will be forced to impose a flat fee of \$2,000 a megawatt resulting in a total contribution of \$10,000. The \$10,000 is the same contribution as a person building a house in Greater Hume Shire will be required to pay under the Set Local Levy Condition. Council is placed in the invidious position of having to explain how a \$7.6million development pays the exact same infrastructure contribution as a \$350,000 house does.

Our Members cannot support such inequitable outcomes. The proposal to cap contributions at \$450,000 means the total contribution the company building the \$636.6 million dollar development will be exactly the same as a development half its size.

We also believe the approach could have the perverse result of undermining the Government's Renewable Energy Zones initiative. Solar and wind farm developers could decide to minimise their infrastructure contributions by choosing to consolidate developments rather than spreading them across the State. Why build 5 solar farms generating 225 megawatts and pay \$2,250,000 in infrastructure contributions when a developer could build one farm generating 1000 megs and pay just \$450,000.

Our Members firmly believe that there should be scaling applied to solar and wind farms to ensure there is some level of equity. We are proposing one of two approaches, both of which will leave councils worse off than if a flat 1% contribution was applied, however we believe either one provides a better solution for communities and developers.

In making these recommendations we have focused on the current State Significant Development threshold of \$30,000,000 as a starting point. Our Members firmly believe that developments below SSD threshold should continue to pay the flat 1% contribution. We do not support the per megawatt levy for these developments.

Table One below provides for incremental steps of \$100,000 for every \$100 million increase in the cost of the development with the starting point being \$450,000. We have compared this to what councils could be receiving using the flat 1%. While our Members recognise the proposal leaves councils considerably behind, it is a better and more equitable outcome than what is currently proposed.

Table One

Investment	Contribution	1%	Difference
\$ 30,000,000.00	\$ 450,000.00	\$ 300,000.00	\$ 150,000.00
\$ 100,000,000.00	\$ 550,000.00	\$ 1,000,000.00	-\$ 450,000.00
\$ 200,000,000.00	\$ 650,000.00	\$ 2,000,000.00	-\$ 1,350,000.00
\$ 300,000,000.00	\$ 750,000.00	\$ 3,000,000.00	-\$ 2,250,000.00
\$ 400,000,000.00	\$ 850,000.00	\$ 4,000,000.00	-\$ 3,150,000.00
\$ 500,000,000.00	\$ 950,000.00	\$ 5,000,000.00	-\$ 4,050,000.00
\$ 600,000,000.00	\$ 1,050,000.00	\$ 6,000,000.00	-\$ 4,950,000.00
\$ 700,000,000.00	\$ 1,150,000.00	\$ 7,000,000.00	-\$ 5,850,000.00
\$ 800,000,000.00	\$ 1,250,000.00	\$ 8,000,000.00	-\$ 6,750,000.00
\$ 900,000,000.00	\$ 1,350,000.00	\$ 9,000,000.00	-\$ 7,650,000.00

Table Two below proposes a scaled approach, using percentages. We believe that this is the better approach because it better equates to the size of the development and provides a fairer result.

Scaling is an approach that is well accepted in planning, the proposal below reduces the percentage in line with the size of the development.

Development Value	Example Development	Development Contribution Percentage			
		1%	0.75%	0.60%	0.55%
Up to \$100,000,000	\$75,000,000	\$750,000	\$562,500	\$450,000	\$412,500
\$100,000,001 to \$200,000,000	\$150,000,000	\$1,500,000	\$1,125,000	\$900,000	\$825,000
\$200,000,001 to \$250,000,000	\$225,000,000	\$2,250,000	\$1,687,500	\$1,350,000	\$1,237,500
\$250,000,001 to \$300,000,000	\$275,000,000	\$2,750,000	\$2,062,500	\$1,650,000	\$1,512,500
Over \$300,000,000	\$350,000,000	\$3,500,000	\$2,625,000	\$2,100,000	\$1,925,000

We believe that this approach will also lead to less scamming by developers who may be tempted to undersell their generation capabilities in order to pay lower contributions. While we appreciate that this, to an extent, already occurs with developers reducing the cost of their development we believe that the per megawatt approach will just encourage it further.

- *Concurrent Contributions Planning and Rezoning*

While we understand the arguments for introducing concurrent planning and rezoning our Members are very concerned about the resourcing implications attached to the proposal. Our Members believe that skill shortages in the regions, growing demands for housing and other developments will mean that re-zoning may be pushed to the backburner if councils must also prepare a contributions plan at the same time. If it cannot be resourced, then land supply is likely to dry up, meaning existing supply will rise in price increasing problems for housing accessibility.

We suggest that rather than legislate this requirement that instead it be promoted as a Best Practice approach. This would allow councils to adopt the approach where feasible but would not force them into an untenable situation where they could not release new land simply because they could not concurrently resource the re-zoning plans and the contribution plan preparations.

Our Member Councils have also suggested that the Department consider providing resourcing for the development of the Contribution Plans, perhaps a specialised unit within Planning that could undertake the work for councils. Alternatively, councils have suggested that they be permitted to require the developer to meet the cost of preparing the Contribution Plan, which would resource the hiring of third part contractors to do the work.

There is already a housing shortage in the regions, we are very concerned that forcing an additional requirement onto councils before they can finalise a re-zoning will exacerbate the problem.

Regional Infrastructure Contributions (RIC) Fund

Our Members note that the current proposal is for the RIC to only apply to the four growth areas of Greater Sydney, Central Coast, Illawarra-Shoalhaven and Lower Hunter. Further we note the RIC can be introduced to other areas though an amendment to the SEPP and that this will not occur without consultation.

Our Members are very concerned that at a time when the definition for “nexus” appears to be getting tighter for councils, it has become non-existent for the RIC. Our Members are also concerned that developer contributions that are collected in one LGA can not only be spent in another location but indeed in another region, for instance contributions for a Greater Sydney development could be spent in the Upper Hunter.

Overall, our Members do not support arrangements where developer contributions are spent outside of the LGA where they are collected.

Other than priorities for Fund expenditure being required to “*have regard to relevant strategic plans*” (s7.31B(3)) there appears to be no requirement for the State to produce an overall plan as to how the money raised from developers will be spent. Local government is required to justify planned expenditures for developer contributions through Contributions Plans, we believe that State should be required to prepare similar plans for expenditures from the RIC Fund.

Our Members are also concerned about double dipping in relation to the SBC Fund. Developers are already required, under the *Biodiversity Conservation Act 2016*, to fund Biodiversity Offsets as part of their development, which can run to many thousands of dollars. It appears that those same developers may be required to also contribute to the SBC Fund, which seems unreasonable.

Other Issues relating to the Infrastructure Contributions Bill

There were other issues contained in the *Infrastructure Contributions Bill* which do not appear to have been considered in the current consultation process. We are unsure whether there will be further consultations on these issues, nevertheless our Members wish to raise them here to ensure they are on the record.

1. Section 7.16A: Regulations – Local Infrastructure Contributions

This new section would appear to allow the Minister to determine how and when contributions and levies should be paid, which is of great concern to our Members. Our Members are vehemently opposed to ceding more development control powers to the State Government. It should be a matter for council to determine how and when levies are paid, not the State.

Our Members are currently looking at ways in which they can structure development contributions to actively encourage investment in residential housing. Our Region is just one of the many in NSW suffering from a housing shortage, it is a significant problem which we are addressing through the formulation of a Regional Housing Strategy. Some of the actions identified in the Strategy include councils initiating policies that delay not just the payment of contributions but also ways to offset the costs of infrastructure for developers. We do not support a situation where the power to make these decisions locally is abrogated to the State.

In addition, we are also concerned that there is a provision for determining indexation on monetary contributions. We would not want this to be a form of rate pegging on developer contributions.

2. Section 7.17: Directions by Minister

Our Members are very concerned about the extension of the Minister's discretion under s7.17(1)(h) to direct a consent authority in relation to *"the time at which a monetary contribution or levy is to be paid"*. Currently this discretion can only be exercised subject to s7.17(1)(1A) which states:

A direction under subsection (1)(h) may be given only during the prescribed period within the meaning of section 10.17.

Section 10.17 refers to COVID-19 pandemic Ministerial Orders. The Bill removes this fettering of the Minister's discretion and instead amends s17.1(1A) to allow the Minister to extend a s7.17(h) Direction. The existing provision applies only during the prescribed pandemic period, consequently it is subject to a sunset provision which is tied to Ministerial health-related directions. The new provision grants this power to the Minister permanently.

The Bill appears to enable the Minister to make directions allowing the deferral of contributions payments for a period of time which is solely at the Minister's discretion. We note that the Department's Guide to the Bill indicates that the amendment defers *"payment of contributions to occupation certificate stage"*, although this was a recommendation contained in the Productivity Commission's Final Report, we cannot find this caveat in the proposed legislation. It may be that there is an intention to put the caveat in place through regulation, however this is not clear from the documentation at hand.

This is a significant policy change; it permanently delegates what appears to be an unfettered power to the Minister that directly impacts on the generation of local government revenues. Consequently, we believe that it requires a regulatory impact analysis of the consequences for local infrastructure delivery. Our Members do not support the proposed extension of Ministerial power.

Conclusion

Our Members welcome the opportunity to provide input to the proposed reforms. We have welcomed the opportunity to participate in the consultation that DPIE has held in relation to the reforms and the stream of information that has followed detailing the Q&As that arose in consultations.

We trust that the above comments will resonate with the Department and the Minister, and we would be happy to discuss the issues we have raised further.

Conference Program

28 February

<p>1.00pm – 7.00pm</p>	<p>Registration opens at the Grand Ballroom Foyer</p>
<p>1.30pm – 3.00pm</p>	<p>Option 1: Council involvement in new national agreement on Closing the Gap</p> <p>Panel members include representatives from NSW Aboriginal Land Council and Reconciliation NSW</p>
<p>1.30pm – 3.00pm</p>	<p>Option 2: Rural and Regional Health – issues and solutions</p> <p>Panel members include representatives from Federal Government and a Council representative</p>
<p>1.30pm – 3.00pm</p>	<p>Option 3: Investing in you – Verbal Judo for Councillors (now fully subscribed)</p>
<p>1.30pm – 3.00pm</p>	<p>Option 4: Domestic Violence – Councils are part of the solution</p> <p>Panel members include a representative of Domestic Violence NSW and representatives from metropolitan and regional councils</p>

<p>3.00pm – 5.00pm</p>	<p>Meet the Politicians Forum with Master of Ceremonies: President LGNSW</p> <p>Addresses from NSW Government, Opposition and cross benchers</p> <p>Presentation of the AR Bluett Awards by the Trustees</p> <p>Welcome Reception Sponsor Address by Statewide Mutual</p> <p>This session is free to members registered to attend the conference. RSVPs are required as part of the conference registration.</p>
<p>5.00pm – 7.30pm</p>	<p>President’s Welcome Reception. Maritime Ballroom. Sponsored by Statewide Mutual.</p> <p>Registration will be available at this event.</p>

Conference Program

1 March

7.30am - 5.00pm	Registration opens Grand Ballroom Foyer
8.00am - 4.00pm	Trade exhibition opens Maritime Ballroom Delegate Lounge opens for networking
8.45am	Doors open for official conference proceedings
9.05am - 9.10am	Conference introduction by Scott Phillips, Chief Executive, LGNSW
9.10am - 9.15am	Welcome to Country on behalf of Metropolitan Local Aboriginal Land Council
9.15am - 11.00am	Address by LGNSW President Opening of the Federal and State conference, including demonstration of voting app, adoption of standing orders, business session and consideration of motions. Chaired by LGNSW President
11.00am - 11.05am	Distinguished Partner address by Active Super
11.05am - 11.35am	Morning tea in trade exhibition hoisted by Distinguished Partner Active Super

11.35am – 1.00pm	Consideration of conference business continued, chaired by LGNSW President
1.00pm – 1.05pm	Elite sponsor address by StateCover
1.05pm – 2.15pm	Lunch in trade exhibition, sponsored by StateCover, Maritime Ballroom
1.05pm – 2.15pm	StateCover General Manager’s Lunch – Heritage Atrium (exclusive to GMs)
2.15pm – 3.30pm	Consideration of conference business continued, chaired by LGNSW President
3.30pm – 4.00pm	Afternoon tea in trade exhibition Maritime Ballroom
4.00pm – 5.00pm	Consideration of conference business continued, chaired by LGNSW President
5.00pm	Conference business session closes
5.00pm – 5.30pm	Networking in trade exhibition, Maritime Ballroom
7.00pm -10.30pm	Conference Dinner at Grand Ballroom, The Fullerton Hotel, 1 Martin Place, Sydney. Sponsored by StateCover Includes presentation of Distinguished Service Awards to elected members

Conference Program

2 March

<p>7.30am - 3.00pm</p>	<p>Registration opens Grand Ballroom Foyer</p>
<p>7.30am - 8.45am</p>	<p>Australian Local Government Women's Association (ALGWA NSW) Breakfast, Wharf Room</p> <p>Guest presenter: Rosemary Kariuki, Advocate for migrant and refugee women, LOCAL HERO 2021 Australian of the Year awards.</p> <p>Facilitated by Ellen Fanning</p> <p>* Ellen Fanning and Rosemary Kariuki appear by arrangement with Saxton Speakers Bureau (https://www.saxton.com.au/)</p>
<p>8.00am - 4.00pm</p>	<p>Trade exhibition opens, Maritime Ballroom Delegate Lounge opens for networking</p>
<p>8.45am</p>	<p>Doors open for conference official proceedings</p>
<p>9.00am</p>	<p>Welcome by MC, Ellen Fanning</p>
<p>9.05am - 9.30am</p>	<p>Keynote address – Michael Pascoe</p> <p>* Michael Pascoe appears by arrangement with Claxton Speakers International (https://www.claxtonspeakers.com.au/)</p>
<p>9.30am - 9.35am</p>	<p>Planning sponsor address by Resilience NSW</p>

<p>9.35am – 10.30am</p>	<p>Keynote Panel: Economy and Jobs focus</p>
<p>10.30am – 10.35am</p>	<p>Distinguished Partner address by nbn</p>
<p>10.35am – 11.05am</p>	<p>Morning tea in trade exhibition, sponsored by Distinguished Partner nbn, Maritime Ballroom</p>
<p>11.05 – 11.20am</p>	<p>Address by President LGNSW, on Association Initiatives including Country Mayors MOU signing</p>
<p>11.20am – 11.25am</p>	<p>Distinguished Sponsor topic Landcom</p>
<p>11.25am – 12.10pm</p>	<p>Presentation: Climate Change Panel</p>
<p>12.10pm – 12.55pm</p>	<p>Presentation: The Housing Crisis in NSW</p>
<p>12.55pm – 2.05pm</p>	<p>Lunch in trade exhibition, with Distinguished Sponsor Landcom, Maritime Ballroom</p>
<p>2.05pm – 3.05pm</p>	<p>Final keynote address – Greig Pickhaver AM</p> <p>* Greig Pickhaver AM appears by arrangement with Claxton Speakers International (https://www.claxtonspeakers.com.au/)</p>
<p>3.05pm – 3.15pm</p>	<p>Final remarks, President LGNSW</p>

Fact sheet

Information for **Affiliates**



What is the Companion Card?

The Companion Card program is a not for profit program funded by the NSW Government.

A Companion Card is for people with significant and permanent disability that need a carer with them at all times to participate in community based activities and venues.

The card itself is the size of a credit card, with the name and a photo of the holder – who is the person with disability. When the holder buys a ticket for themselves at participating venues and facilities, their companion will get free entry.

Companion Cards are not means tested and those assessed as eligible have the card for life.

Benefits for Affiliates

The Companion Card:

- » provides an opportunity for an organisation or business to demonstrate commitment to social inclusion and community access for people with disability
- » provides a simple, consistent and reliable method of identifying people with disability who require significant attendant care support to participate in activities and visit venues
- » can assist organisations and businesses to meet some obligations under anti-discrimination laws
- » provides access to an extensive and often untapped market of people with disability.

Affiliation is **FREE**. Businesses and organisations that affiliate with the scheme are provided with promotional materials, as well as an entry in the searchable online database used by cardholders.

Affiliate obligations

Affiliates agree to:

- » issue a minimum of 1 companion ticket at no charge to cardholders
- » accept a Companion Card issued in any Australian state or territory
- » their business details being listed on the national Companion Card website, and in the NSW Companion Card affiliate directory and online database.
- » abide by the Companion Card affiliate terms and conditions.

The costs associated with providing a companion ticket are absorbed by the business or organisation.


Protection for Affiliates

The Companion Card has a rigorous application and audit process to minimise the risk of misuse.

The card incorporates a number of security features that can be used to verify card holder information.

If an affiliate suspects misuse of the Companion Card, they should call the NSW Companion Card team immediately on (Freecall) **1800 893 044**.

How to register

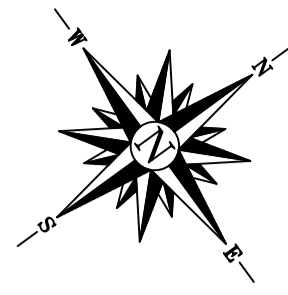
If you are interested in becoming an Affiliate of the Companion Card program in NSW complete the **Industry Affiliation Form** and return by email to  affiliates.companioncard@facs.nsw.gov.au



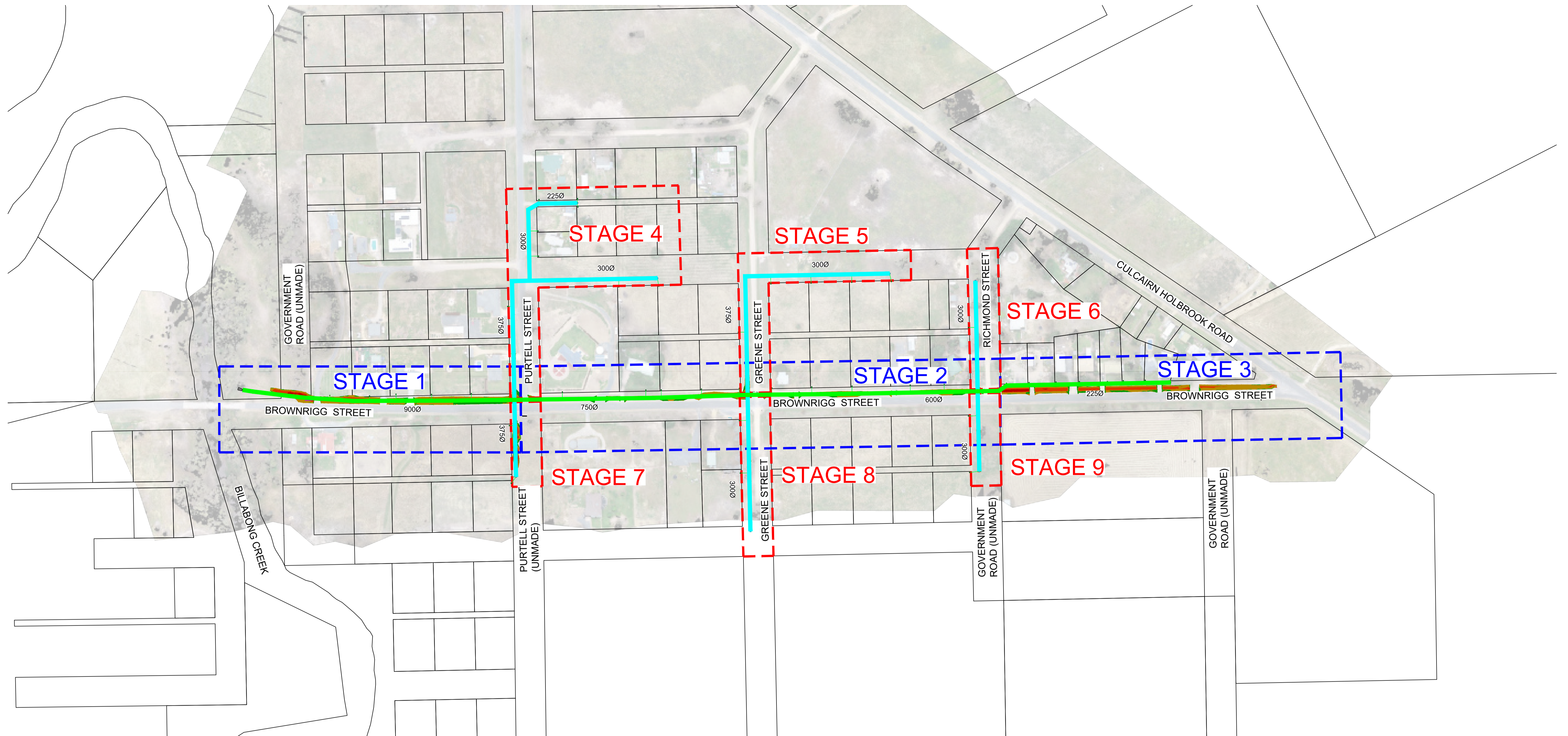
 info.companioncard@facs.nsw.gov.au

 1800 893 044

 www.companioncard.nsw.gov.au



— STAGES 1-3 (MAIN)
— STAGES 4-9 (BRANCHES)



STAGING KEY PLAN
 SCALE 1:2000 @ A1

REV.	AMENDMENTS	DATE	INIT.
B	STAGING PLAN	19.07.21	LH
A	FOR APPROVAL	01.03.21	JF

NOTES: ALL LEVELS ARE TO AHD
 ALL SERVICES ARE APPROXIMATE ONLY
 ALL BOUNDARIES ARE APPROXIMATE ONLY
 REFER TO PLAN OF SUBDIVISION
 CONTRACTOR TO CALL DIAL BEFORE YOU DIG
 ON PH 1100 AND LOCATE ALL SERVICES BY
 HAND PRIOR TO COMMENCEMENT OF ANY
 WORKS TO VERIFY THE LOCATION OF ANY
 UNDERGROUND SERVICES.



FOR APPROVAL

NOTE:
 SURVEY HAS BEEN PROVIDED BY OTHERS
 LEVELS ARE TO BE CHECKED AND CONFIRMED
 ONSITE PRIOR TO COMMENCEMENT OF WORKS

CLIENT:
 GREATER HUME SHIRE COUNCIL

SCALE: 1:2000

SJE
 Consulting

391 TOWNSEND STREET ALBURY NSW 2640
 PHONE (02) 60217233 FAX (02) 60412579
 EMAIL consulting@sje.com.au

PROJECT REFERENCE: 500796		PRINTED : 03/08/2021		BY: JOHN FORREST	
STAGING KEY PLAN					
RELIEF OF LOCAL FLOODING & STORMWATER DESIGN					
BROWNRIGG STREET					
MORVEN, NSW					
DESIGNER: J.KEYS	DRAWN: J.FORREST	DRAWING NO.	REVISION		
CHECKED:	SHEET: 2 OF 26	500796-C02	B		

S:\500000\500796\DRAWINGS\500796_00-CURRENT\500796_C02.dwg

Albury Office
571 Kiewa Street
Albury NSW 2640
Tel: (02) 6021 2844
Fax: (02) 6021 6075

PO Box 487
Albury NSW 2640
DX: 5804, Albury NSW

Corowa Office
73 Sanger Street
Corowa NSW 2646
Tel: (02) 6033 1055

PO Box 74
Corowa NSW 2646

Wangaratta Office
15-17 Ely Street
Wangaratta VIC 3677
Tel: (03) 5721 6828

www.kellmoore.com.au

23 DEC 2021

Our Ref: CMK:LSC1:202452
Your Ref:
Reply to: ALBURY OFFICE

22 December 2021

Attention: Mr G Blackie
The General Manager
Greater Hume Shire Council
PO Box 99
HOLBROOK NSW 2644

BY POST

Dear Sir

Compulsory Acquisition - Molkentin Road, Jindera

We confirm that the Deed of Acquisition has now been executed by Mr Katalinic. Accordingly, we **enclose** the Deed of Acquisition (in duplicate) for execution.

If the Deed is approved, please arrange for the Mayor and General Manager of Council to sign both copies of the Deed and affix the Council Seal where indicated. Please return the executed Deeds to us as soon as possible.

Please confirm that the draft Plan prepared by Spiire is approved by Council. We will then arrange for Spiire to finalise the Plan for signing by Council.

If you have any queries, please contact Caitlin Keogh on 02 6021 2844.

Yours faithfully
KELL MOORE

Per:


Caitlin Keogh
Director
Email: ckeogh@kellmoore.com.au



Our offices will be closed from 5pm on Thursday, 23 December 2021 and will re-open at 8:30am on Monday, 10 January 2022.



We wish all our clients and colleagues a Merry Christmas and a safe and happy new year.

***We are excited to announce that our Albury office will be relocating in 2022.
Our new address will be 575 Olive Street, Albury***

DATED

2021

**DEED OF ACQUISITION TO
ACQUIRE ROAD**

GREATER HUME SHIRE COUNCIL

and

ERNST MICHAEL CHRISTOPHER JOHN KATALINIC



571 Kiewa Street
ALBURY NSW 2640
Tel: (02) 6021 2844
Fax: (02) 6021 6075
Ref: CMK:202452

THIS DEED dated

BETWEEN **GREATER HUME SHIRE COUNCIL ABN 44 970 341 154**
of 39 Young Street, Holbrook, New South Wales
(**Council**)

AND **ERNST MICHAEL CHRISTOPHER JOHN KATALINIC**
of 22 Douglas Street, Geurie, New South Wales
(**Owner**)

INTRODUCTION

- A. The Owner is the registered proprietor of the Land and Council is the roads authority for the Road pursuant to the Roads Act.
- B. Council seeks to:
- (a) undertake the Road Works; and
 - (b) acquire the Required Land for such purposes.
- C. The Owner has agreed to:
- (a) grant Council the right to enter the Required Land to undertake the Survey Works and the Road Works; and
 - (b) dedicate the Required Land to Council,
- on the terms and conditions of this Deed.

IT IS AGREED

1 DEFINITIONS

In this Deed:

Council includes the Council's employees, agents, contractors and invitees.

Dedication means the dedication of the Required Land as a public road pursuant to section 10 of the *Roads Act 1993* (NSW).

Land means Lot 2 in Deposited Plan 1080330 being the land contained in Folio Identifier 2/1080330.

Plan means the proposed plan of land to be acquired for the purposes of the Roads Act within Lot 2 in DP1080330 (a copy of which is attached hereto and marked "B").

Price means \$30,000.00 (including GST, if applicable).

Required Land means that part of the Land identified as Lot 11 on the Plan (being part of the Land).

Road means part Molkentin Road, Jindera, NSW 2642.

Roads Act means the *Roads Act 1993* (NSW).

Road Works means all works associated with the reconstruction of Molkentin Road, Jindera and any related works within the Required Land.

Survey Works means all works necessary for the creation of a plan of subdivision to facilitate the Dedication of the Required Land and any other works incidental to that purpose.

2 ACCESS AND POSSESSION

The Owner agrees to give Council:

- (a) access to the Required Land for the Survey Works; and
- (b) vacant possession of the Required Land for the Road Works.

3 DEDICATION OF REQUIRED LAND

3.1 The Owner will do all things and sign all documents required to enable Council to:

- (a) cause the Plan to be registered in the office of the Registrar General administering the *Real Property Act 1900* (NSW); and
- (b) following registration of the Plan, register a Transfer of the Required Land to Council.

3.2 The Owner acknowledges that following registration of the Plan and transfer of the Required Land to Council, Council will then publish a notice in the New South Wales Government Gazette dedicating the Required Land as a public road (pursuant to section 10 of the Roads Act).

4 COMPENSATION

4.1 In consideration for the transfer of the Required Land to Council and the Owner permitting the Survey Works and the Road Works, Council agrees to:

- (a) pay the Owner the Price upon the registration of the Transfer of the Required Land to Council;
- (b) construct a new driveway access off Molkentin Road at the point identified (as shown on the driveway access plan attached hereto and marked "B");
- (c) construct a replacement gravel-topped driveway through the Land to meet up with the Owners existing driveway in the location to be marked out by the Owner prior to construction;
- (d) replace the driveway gate, offset from Molkentin Road no less than the existing arrangement;
- (e) replace fencing along the new boundary using similar construction to the existing fence;
- (f) where the dam bank is cut as part of the road widening process, Council will batter back the dam on the south (the Owners side);

- (g) instal a new pipe from the new drain to the Owners dam to replace the existing pipe that is in place used to fill the dam from the drain (suggested diameter 150mm);
- (h) pay the reasonable legal costs incurred by the Owner in the performance of the obligations set out in this Deed (which shall not exceed \$1,650.00 including GST);
- (i) pay to the Owner the reasonable tax compliance costs associated with this acquisition (capped at \$1,550.00 including GST);
- (j) pay to the Owner the costs invoiced by his accountant in relation to the negotiation of the commercial terms of this arrangement (being \$2,629.00 including GST);
- (k) pay all fees imposed by the Registrar General administering the *Real Property Act 1990* (NSW) in relation to the Dedication; and
- (l) undertake all the Survey Works necessary for the Dedication to occur,
(collectively, **Compensation**).

4.2 From the commencement of the dam reconstruction until the dam is refilled from run-off, the Owner will be entitled to access water from the Council town water supply free of charge. Council acknowledges that this could be for a period of up to 9-10 months depending on rainfall and run-off.

4.3 In relation to the works forming part of the Compensation, the Owner acknowledges that:

- (a) in relation to the new pipe from the new drain to the Owners dam, the Owner will be responsible for any valve arrangement to be fitted (at its own cost); and
- (b) no replacement trees will be supplied.

5 **ACKNOWLEDGEMENTS & AGREEMENTS**

The Owner acknowledges, covenants and agrees that:

- (a) they will sign all documents and do or cause to be done all things necessary to enable the registration of the Plan, transfer of the Required Land to Council and the Dedication of the Required Land;
- (b) upon registration of the Transfer of the Required Land to Council, ownership of the Required Land will vest in Council;
- (c) they have received clear and concise information about the acquisition process and their rights and obligations under the *Land Acquisition (Just Terms Compensation) Act 1991* (NSW) from Council, including having received a copy of the Property Acquisition Guide produced by the Centre for Property Acquisition;
- (d) they have had the opportunity to obtain independent legal advice in relation to the subject matter of this Deed; and
- (e) the Compensation is in full satisfaction of all rights and entitlements they may have in relation to the Required Land, including under the *Land Acquisition (Just Terms Compensation) Act 1991* (NSW).

6 CONFIDENTIALITY

The parties agree to keep the terms and subject matter of this Deed confidential and not to disclose or authorise the disclosure of any terms of this Deed to any other person, save that it may be disclosed:

- (a) to their insurers, auditors or professional advisors on a confidential basis;
- (b) as required by law;
- (c) as may be necessary or desirable to enforce any provision of this Deed; or
- (d) with the written consent of the other Party to this Deed, such consent not to be unreasonably withheld.

7 GENERAL PROVISIONS

7.1 Severability

Part or all of any provision of this Deed that is illegal or unenforceable will be severed from this Deed and will not affect the continued operation of the remaining provisions of this Deed.

7.2 Entire agreement

The parties acknowledge that this Deed constitutes the entire agreement and understanding by the parties and all prior arrangements, representations, warranties and discussions between the parties are to be disregarded.

7.3 Further assurances

Each party must do or cause to be done all things necessary or reasonably desirable to give full effect to this Deed and the transactions contemplated by it.

7.4 Variations

This Deed may only be varied if the parties agree in writing.

7.5 Governing law and jurisdiction

This Deed is governed by the laws in New South Wales and the parties irrevocably submit to the non-exclusive jurisdiction of the courts of that State.

7.6 Counterparts

This Deed may be executed in any number of counterparts and all counterparts taken together will constitute one instrument.

EXECUTED as a Deed

THE SEAL of GREATER HUME SHIRE COUNCIL was affixed in accordance with Reg 400 Local Government (General) Regulation 2005 (NSW) pursuant to a resolution:

AFFIX SEAL

.....
Signature of Mayor

.....
Signature of General Manager

.....
Name of Mayor

.....
Name of General Manager

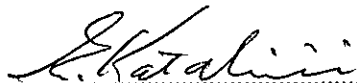
SIGNED SEALED AND DELIVERED by ERNST MICHAEL CHRISTOPHER JOHN KATALINIC in the presence of:


.....

Signature of witness

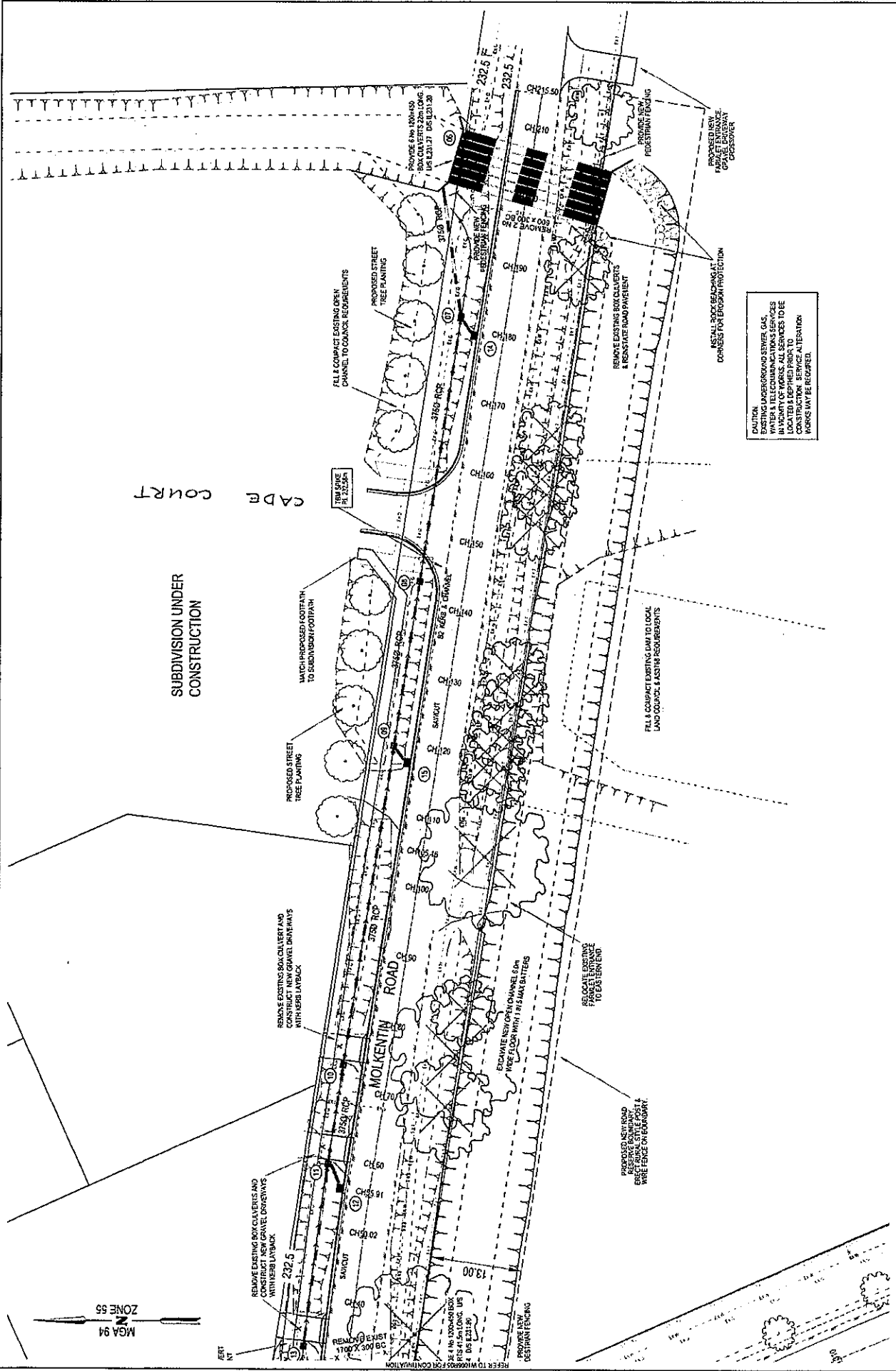
Eva Grace Medcraft
.....

Name of witness


.....

Signature

THIS SHEET IS A CONTROLLED DOCUMENT AND WILL NOT BE UPDATED. IT IS THE RESPONSIBILITY OF THE USER TO CONSULT THE CURRENT COPY AND VERSION. THIS SHEET MUST BE READ IN CONJUNCTION WITH ALL SHEETS OF THIS SET AND ANY ACCOMPANYING DOCUMENTS.



CAUTION
 EXISTING UNDERGROUND SEWER, GAS, WATER AND TELEPHONE SERVICES ARE LOCATED IN THIS AREA. ALL SERVICES TO BE LOCATED & DEFINED PRIOR TO CONSTRUCTION. SERVICE ALTERATION WORKS MAY BE REQUIRED.

<p>Project: GREATER HUME COUNCIL</p>		<p>Municipality & Port: GREATER HUME COUNCIL</p>	
<p>Client: GREATER HUME COUNCIL</p>		<p>Sheet: SHT 07 OF 16 (REV D)</p>	
<p>Project Name: STORMWATER DRAINAGE RECTIFICATION WORKS</p>		<p>Location: MOLKENIN ROAD, INDERA</p>	
<p>Project No: W1006R07</p>		<p>Drawing No: W1006R07</p>	
<p>Scale: 1:500</p>			
<p>Project Manager: Tomkinson Group</p>			
<p>Development Planners: Tomkinson Group</p>			
<p>Civil Engineers: Tomkinson Group</p>			
<p>Licensed Surveyors: Tomkinson Group</p>			
<p>Address: 33E Road Street, Warragamba, N.S.W. 2880</p>			
<p>Phone: 02 9637 3877</p>			
<p>Email: warragamba@tomkinson.com</p>			
<p>Web: www.tomkinson.com</p>			
<p>APPROVED FOR CONSTRUCTION</p>			
<p>DATE: 15/11/2017</p>			
<p>BY: [Signature]</p>			
<p>FOR: [Signature]</p>			

Annexure B
Driveway Access Plan

Sheet 1 of 1 Sheets

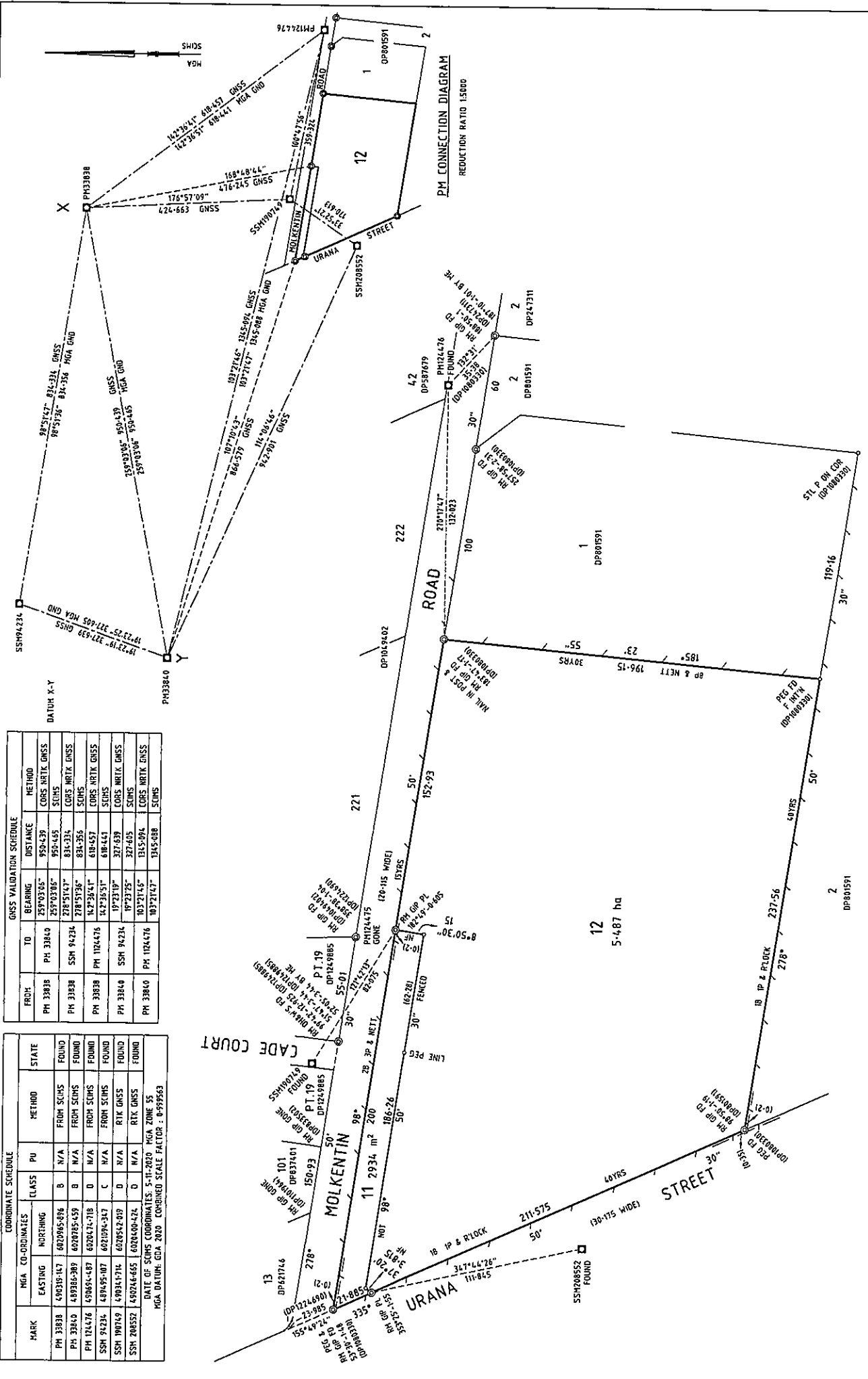
WARNING: CREASING OR FOLDING WILL LEAD TO REJECTION

PLAN FORM 2 (A2)

GNSS VALIDATION SCHEDULE				
FROM	TO	BEARING	DISTANCE	METHOD
PH 33838	PH 33840	259°03'05"	950.439	CORS MRTK GNSS
PH 33838	SSH 94234	259°03'05"	950.465	SCMS
PH 33838	SSH 94234	278°51'47"	831.314	CORS MRTK GNSS
PH 33838	SSH 94234	142°24'47"	684.571	SCMS
PH 33838	SSH 94234	142°24'47"	684.571	CORS MRTK GNSS
PH 33840	SSH 94234	192°27'19"	327.659	SCMS
PH 33840	SSH 94234	192°27'19"	327.659	CORS MRTK GNSS
PH 33840	SSH 94234	103°21'47"	1345.094	SCMS
PH 33840	SSH 94234	103°21'47"	1345.088	CORS MRTK GNSS

COORDINATE SCHEDULE					
MARK	MGA CO-ORDINATES	CLASS	PU	METHOD	STATE
PH 33838	489319.143	B	N/A	FROM SCMS	FOUND
PH 33840	489386.389	B	N/A	FROM SCMS	FOUND
PH 124476	450694.487	D	N/A	FROM SCMS	FOUND
SSH 94234	439495.107	C	N/A	FROM SCMS	FOUND
SSH 190749	489341.714	D	N/A	RTK GNSS	FOUND
SSH 208552	489244.655	D	N/A	RTK GNSS	FOUND

DATE OF SCMS COORDINATES: 5-11-2020 MGA ZONE 55
MGA DATUM: GDA 2020 COMBINED SCALE FACTOR: 0.9999563



<p>PLAN OF LAND TO BE ACQUIRED FOR THE PURPOSES OF THE ROADS ACT 1993 WITHIN LOT 2 IN DP1080330</p>	<p>REGISTERED DRAFT 17/11/2020</p>	<p>DP1269290</p>
<p>SURVEYOR Name: Stuart Murray Mason Date: 5/11/2020 Reference: 308369SV00 (OVERSHEET 1, 12-11-2020)</p>	<p>L.G.A.: GREATER HUME SHIRE Locality: JINDERA Reduction Ratio: 1:1250 Lengths are in metres.</p>	<p>REGISTERED DRAFT 17/11/2020</p>

PLAN OF LAND TO BE ACQUIRED FOR THE PURPOSES OF THE ROADS ACT 1993 WITHIN LOT 2 IN DP1080330

SURVEYOR Name: Stuart Murray Mason Date: 5/11/2020 Reference: 308369SV00 (OVERSHEET 1, 12-11-2020)

L.G.A.: GREATER HUME SHIRE Locality: JINDERA Reduction Ratio: 1:1250 Lengths are in metres.

REGISTERED DRAFT 17/11/2020

DP1269290



Office Use Only	Office Use Only
Registered:	DP1269290
PLAN OF LAND TO BE ACQUIRED FOR THE PUROPSES OF THE ROADS ACT 1993 WITHIN LOT 2 IN DP1080330	This sheet is for the provision of the following information as required: <ul style="list-style-type: none"> • A schedule of lots and addresses - See 60(c) <i>SSI Regulation 2017</i> • Statements of intention to create and release affecting interests in accordance with section 88B <i>Conveyancing Act 1919</i> • Signatures and seals - see 195D <i>Conveyancing Act 1919</i> • Any information which cannot fit in the appropriate panel of sheet 1 of the administration sheets.
Subdivision Certificate Number: Date of Endorsement:	

Lot	Address Number	Road Name	Road Type	Locality Name
11	N/A	URANA	STREET	JINDERA
12	N/A	URANA	STREET	JINDERA

Council Name: GREATER HUME SHIRE
 (ABN 44 970 341 154)
 Authority: Clause 400 of the *Local Government (General) Regulation 2005*

The common seal was affixed on
 pursuant to the authority specified and in the
 presence of:

.....
 Heather Wilton
 Mayor

.....
 Steven Pinnuck
 General Manager

If space is insufficient use additional annexure sheet

PLAN FORM 6 (2017)	DEPOSITED PLAN ADMINISTRATION SHEET	Sheet 1 of 2 sheet(s)
<p style="text-align: right;">Office Use Only</p> Registered: Title System:	<p style="text-align: right;">Office Use Only</p> DP1269290	
PLAN OF LAND TO BE ACQUIRED FOR THE PUROPSES OF THE ROADS ACT 1993 WITHIN LOT 2 IN DP1080330	LGA: GREATER HUME SHIRE Locality: JINDERA Parish: JINDERA County: GOULBURN	
<p style="text-align: center;">Survey Certificate</p> I, <u>Stuart Murray Mason</u> of <u>Spire Australia Pty Ltd, 445 Townsend Street, Albury, NSW 2640</u> a surveyor registered under the <i>Surveying and Spatial Information Act 2002</i> , certify that *(a) The land shown in the plan was surveyed in accordance with the <i>Surveying and Spatial Information Regulation 2017</i> , is accurate and the survey was completed on: <u>5/11/2020</u> , or *(b) The part of the land shown in the plan (*being*excluding **) was surveyed in accordance with the <i>Surveying and Spatial Information Regulation 2017</i>, the part surveyed is accurate and the survey was completed on: the part not surveyed was compiled in accordance with that Regulation, or *(c) The land shown in this plan was compiled in accordance with the <i>Surveying and Spatial Information Regulation 2017</i>. Datum Line: X - Y (MGA) Type: *Urban/* The terrain is *Level Undulating / *Steep Mountainous Signature Dated Surveyor Identification No: 7935 Surveyor registered under the <i>Surveying and Spatial Information Act 2002</i> * Strike out inappropriate words ** Specify the land actually surveyed or specify and land shown in the plan that is not the subject of the survey.	<p style="text-align: center;">Crown Lands NSW/Western Lands Office Approval</p> I (Authorised Officer) in approving this plan certify that all necessary approvals in regard to the allocation of the land shown herein have been given. Signature: Date: File Number: Office:	
Plans used in the preparation of survey/compilation. DP1249885 DP1224690 DP1080330 DP801591 DP247311	<p style="text-align: center;">Subdivision Certificate</p> I *Authorised Person/*General Manager/*Accredited Certifier, certify that the provisions of s.6.15 of the <i>Environmental Planning and Assessment Act 1979</i> have been satisfied in relation to the proposed subdivision, new road or reserve set out herein Signature: Accreditation no: Consent Authority: Date of endorsement: Subdivision Certificate no: File number: * Strike through if inapplicable	
Surveyor's Reference: 308389SV00	Statements of intention to dedicate public roads, create public reserves and drainage reserves, acquire/resume land. LOT 11 IS REQUIRED FOR ROAD AND AFTER CONSTRUCTION WILL BE DEDICATED AS PUBLIC ROAD UNDER s.10 ROADS ACT 1993. Signatures , Seals and Section 88B Statements should appear on PLAN FORM 6A	

Annexure A

Plan

TOURISM AND PROMOTIONS REPORT - NOVEMBER/DECEMBER 2021

Prepared by: Kerrie Wise, Executive Assistant, Governance, Tourism and Promotions

Greater Hume Council Websites

Delivery Plan - 1.1.2.1

Objective - Engagement by Council to demonstrate Council leadership. (Continued implementation of the GHC Communication Plan.) (Maintain and manage the Greater Hume Council suite of websites which are compliant with accessibility standards. Seamless CMS(OpenCities) is the provider of Council's websites – Greater Hume Council, Visit Greater Hume, Greater Hume Children Services and Town and Village websites.)

Comments

		Greater Hume greaterhume.nsw.gov.au		GH Children Services ghchildren.com.au		Visit Greater Hume visitgreaterhume.com.au	
1 to 30 November 2021		21	20	21	20	21	20
Website Traffic	New	4841	3709	409	316	556	223
	Returning	1807	1212	184	322	86	38
Traffic Source	Organic	4336	3231	240	410	320	148
	Direct	1212	809	322	126	70	53
	Referral	178	202	15	50	196	33
	Social	231	171	16	52	6	8
Device Paths	Desktop	2717	2080	291	324	248	113
	Mobile	2922	2064	291	300	304	110
	Tablet	209	176	11	14	27	13
Bounce Rate	%	56.90	60.84	68.97	49.53	71.21	70.71

www.greaterhume.nsw.gov.au - top pages:

1. Living in Greater Hume - Roads and Road Safety
2. Your Greater Hume Council - NSW Government Elections
3. Contact Us
4. Living in Greater Hume – Waste Facilities Opening Times Charges and Accepted Waste
5. Your Greater Hume Council - Careers With Us

www.ghchildren.com.au – top pages:

1. Family Day Care – Enrol Your Child/Children
2. Family Day Care
3. Featured Content – Children and Families
4. Contact Us
5. Family Day Care - Enrolment Process for Family Day Care

www.visitgreaterhume.com.au – top pages:

1. Culcairn - Explore Eat Stay/ Culcairn Caravan Park
2. Natural Wonders - Billabong Creek
3. Natural Wonders - Table Top Reserve
4. Natural Wonders - Wymah Ferry
5. Natural Wonders - Morgan's Lookout

Social Media

Delivery Plan - 1.1.2.1

Objective - Engagement by Council to demonstrate Council leadership. (Continued implementation of the GHC Communication Plan.) Implement and enhance on line communication tools using technologies such as social networking mechanism.

Comments

- Instagram, #visitgreaterhume – 885 followers
- Individual facebook pages:
 - Greater Hume Council – 2800 followers
 - Greater Hume Visitor Information Centre – 574 followers
 - Holbrook Submarine Museum – 1122 followers
 - Greater Hume Children's Services – 895 followers
 - Greater Hume Youth Advisory Committee – 463 followers
 - Buy Local in Greater Hume – 560 followers

Greater Hume Council Newsletters

Delivery Plan - 1.2.1.1

Objective - Implement the planned community engagement processes using various communication strategies. (Develop two Council newsletters (Autumn and Spring) and a rates notice insert whilst ensuring effective and targeted content.)

Comments

The Greater Hume Council Newsletter Second 2021 was sent out electronically on 12 November to just over 2000 email addresses, and is also available on the website. A hard copy can be picked up at our Customer Service Centres. Articles included are Community Strategic Plan, NSW Local Government Elections, Swimming Pool Information, Australia Day and Bushfire preparation.

Grants and Funding

Delivery Plan - 3.2.1.2, 4.1.1.1

Objective - Continue to support and develop sporting facilities and other community infrastructure. Identify opportunities for external grant funding.

Comments

Greater Hume has now partnered with GrantGuru to provide is the most comprehensive grants database in Australia that includes grants and assistance across all levels of government and the private sector (philanthropic grants), each summarised into a one-page template for easy comparison. This grant portal will be available to Council staff, local businesses, community and sporting groups throughout Greater Hume. The portal will go live towards the end of November/early December. The following grant applications have been recently submitted:

Name	About	Current
Austrade's Regional Tourism Bushfire Recovery Grant – Stream One - \$30,000 – Greater Hume and Henty Machinery Field Days Promotional Production	This project will be developing and promoting the videos, photography, social media posts, advertising and Hume Highway signage in order to attract visitors both old and new to Greater Hume and Henty Machinery Field Days.	Angry Ant Marketing, Wagga Wagga is currently filming in Greater Hume and will be developing a social media strategy and campaign to start from 1 January 2022.
Create NSW - Regional Cultural Fund - Digitisation Round – \$332,745 - In partnership with Albury City (lead agency) - Murray Region Digitisation Hub	The Project involves the engagement of a Digitisation Project Officer and development of a Digitisation Hub (Thurgoona Collection Store, 2 Hoffman Road, Thurgoona) to implement professional training programs for individual museums and facilitating the digitisation of at least 400 objects. AlburyCity is lead agent.	AlburyCity as the lead agency has engaged Hayley Lander as the Digitisation Project Officer, Digitisation Hub (Thurgoona Collection Store, 2 Hoffman Road, Thurgoona) has been developed and first training workshop with museums has now been delayed until February due to COVID.
Museums & Galleries NSW - \$13,000	Greater Hume has engaged Nomad Films to research, develop, film and edit a 6 episode web series on each of the community museums, Culcairn Station Masters House Museum, Headlie Taylor Header Museum, Holbrook Submarine Museum, Holbrook Woolpack Inn Museum, Jindera Pioneer Museum and Wymah Schoolhouse Museum.	Helen Newman and Alyson Evans from Nomad Films (http://www.nomadfilms.com.au/) are near completion on script developed in conjunction with volunteers from museums. Filming has been scheduled for December.
NSW Government - Bushfire Local Economy Recovery Fund - \$451,054 – Hanel's Lookout	This project at Hanel's Lookout (Woomargama National Park) will create viewing platforms, walk ways, sealed car park, sealed Hanel's Road, toilet, picnic area and signage.	Tenders and environmental assessment has commenced with major works during 2022 with minor works completed by April 2023.
Stronger Country Communities Fund - Round 4	11 applications were submitted from various community groups and 9 GH Council applications. Totaling \$3,224,567.00	Awaiting Outcome
Crown Reserves Grant	4 applications from community groups were submitted. Totaling over \$800,000.	Awaiting Outcome
National Australia Day Council	The funding will cover a welcome ceremony, AD merchandise, photography exhibition, MC and coffee van.	Successful - \$16,400

Greater Hume Tourism

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council.

Comments

- Monthly newsletters are being sent to all Greater Hume Tourism Operators, providing latest information on COVID 19, tourism opportunities, marketing, social media and promotional campaigns as well as relevant contacts and statistics.
- Currently managing 160 Greater Hume ATDW Listings. The Australian Tourism Data Warehouse (ATDW) is Australia's national platform for digital tourism marketing in Australia. Established in 2001, the ATDW is jointly owned and managed by all Australian state and territory government tourism bodies. ATDW distributes this information to over 60 partners' websites to support local tourism businesses in expanding their on line exposure, bookings and marketing.
- Scheduled a six month social media Welcome to Greater Hume, providing reels, tours and ideas of what people can do in Greater Hume between August 2021 and February 2022.

Visitor Information Centre and Submarine Museum

Delivery Plan - 3.3.1.1.06, 3.3.1.1.05

Objective - Offering visitors to Greater Hume information and advice on accommodation, places to eat, attractions, maps, tours, road conditions, events and other general information. Reception and admission to Submarine Museum.

Comments

Visitor Information Centre Statistics:

November 2021 - Walk In – 363, Phone Calls - 22, Emails – 2.

November 2019 - Walk In – 493, Phone Calls - 43, Emails – 39.

Submarine Museum Statistics:

November 2021 - Adult - 61, Child - 13, Concession - 51, Family - 17, Group - 28, Total - 170.

November 2019 - Adult - 71, Child - 15, Concession - 114, Family - 25, Group - 0, Total - 225.

Events

Delivery Plan - 3.3.1.1, 2.1.1.1

Objective - To assist with the promotion of Greater Hume's many and varied events. Encourage more residents to be involved in Greater Hume and events.

Comments

- Supporting the following events - Battle of the Border (Carriage Driving) at Mullengandra (12 and 13 December 2021) and Henty Machinery Field Days (Hello Henty, Saturday 12 and Sunday 13 March 2022), Jindera Pioneer Museum and G -Rodge Markets.
- There are a number of Christmas events being planning, please go to website - events section, for details.

Australia Day

Delivery Plan - 1.1.2.7 and 2.1.1.1

Objective - Recognise community leaders and their efforts and encourage others in the community to take up leadership roles.

Comments

Nominations have now closed for Greater Hume's Top Citizens with a good number being received. Planning is well under way with the Rotary Club of Holbrook, with additional events being planned such as a photography exhibition and swimming pool entertainment. We have been successful with the National Australia Day Grant providing additional funding for a photographic exhibition and other items.

Promotions

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council.

Comments

- Submitted visitor and What's On advertising in Out and About Summer 2021 Editions in Border Mail. The print run is 24,000, 14,000 are inserted into The Border Mail and the additional 10,000 distributed. Distribution is to all Visitor Information Centres through NE Victoria and South West NSW/Riverina plus Canberra and Melbourne. Other business (inc motels) and advertisers.
- Emailed (over 600) 'What's On in December and January to Visitor Information Centres in NSW and VIC, coach/bus/tour companies, tourism operators within shire and regional, media, visitor information points and to interested residents in shire.
- Developed a six month schedule (August 2021 to February 2021) and have commenced rolling out of social media tiles and reels on towns and villages, tours and itineraries etc.
- Wagga Wagga City Council (WWCC) partnership for an upcoming autumn marketing cooperative involving Lockhart, Narrandera, Coolamon, Junee, Cootamundra/Gundagai and the unique and authentic experiences we have here through day trip itineraries. Filming and photography shoot was held Wednesday 17 November at several locations throughout Greater Hume.
- Austrade's Regional Tourism Bushfire Recovery Grant – Stream One - \$30,000 – Greater Hume and Hello Henty Promotional Production - Angry Ant Marketing, Wagga Wagga is currently filming in Greater Hume and will be developing a social media strategy and campaign to start from 1 January 2022.
- COVID Recovery Funding - Developing a Greater Hume promotional campaign in partnership with Murray Regional Tourism and Destination NSW. Campaign will be developed early 2022 and rolled out Autumn and Winter 2022.

Signage

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council.

Comments

Currently organising visit Greater Hume signage on Hume Highway, Andrew Hoy signs at Culcairn were installed on Tuesday 23 November, Holbrook Submarine Welcome signs were installed in early November, Munyabla heritage signs and Halvewate Recycling Banners have now been installed at entrances to Waste and Landfill sites.

Murray Regional Tourism (MRT)

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council. (MRT is a joint venture between Albury, Balranald, Berrigan, Campaspe, Corowa, Deniliquin, Gannawarra, Greater Hume, Mildura, Moira, Murray, Swan Hill, Wakool, Wodonga, as well as Tourism Vic and Destination NSW.)

Comments

- Currently attending monthly zoom meetings with MRT and the VIC network group.
- Planning to extend the Love The Murray campaign and cooperative marketing initiatives.
- Continuous advocacy during the COVID 19 crisis.
- Makers and Creators Campaign - MRT will be launching a social media campaign into regional NSW/VIC and Melbourne under 'Made in the Murray' banner, we have sent information on 14 Makers and Creators in Greater Hume who have an online shopping platform. A webpage has also been created with links to each of the makers and creators shopping platforms, <https://www.visitthemurray.com.au/things-to-do/food-drink/made-in-the-murray>.
- Tripadvisor Campaign - Murray Regional Tourism - The campaign will build the profile of the Murray River region and destinations through targeted ads and content creation with Tripadvisor.

Museums and Heritage

Delivery Plan - 3.3.1.1

Objective - Implement the Greater Hume Visitor Experience Plan which was endorsed March 2014 by Greater Hume Council. (GHC currently has 11 public or private museums and three historical societies. Museum Advisor (Vanessa Keenan) – In partnership with Albury City Council and Museums and Galleries NSW.)

Comment

The Museum Adviser has been reaching out to museums mostly relating to the two successful grants we have obtained (Let's Get Digital and Digitisation of Museums), see Grants and Funding for more information.

GREATER HUME SHIRE COUNCIL

Schedule of the Director Corporate Community Services' Schedule of Information to Council Meeting -
Wednesday 12th January, 2022


COMBINED BANK ACCOUNT FOR THE MONTH ENDED 31st December, 2021**CASHBOOK RECONCILIATION**

	General Fund	Trust Fund
General Ledger Cashbook Balance as at 1st December, 2021	-458,236.36	38,620.47
Cashbook Movement as at 31st December, 2021	424,234.29	2,832.27
Less: Term Deposits included in Cashbook Balance (Trust only)	0.00	0.00
General Ledger Cashbook Balance as at 31st December, 2021	<u>-34,002.07</u>	<u>41,452.74</u>

BANK STATEMENT RECONCILIATION

Bank Statement Balance as at 31st December, 2021	NAB	\$0.00	41,452.74
	Hume	\$928.62	
	Bendigo	\$366.50	
	WAW	\$110.00	
	Total	<u>1,405.12</u>	<u>41,452.74</u>
(LESS) Unpresented Cheques as at 31st December, 2021		-36,179.32	0.00
(LESS) Unpresented EFT Payments as at 31st December, 2021		0.00	0.00
PLUS Outstanding Deposits as at 31st December, 2021		772.13	0.00
PLUS / (LESS) Unmatched Cashbook Transactions 31st December, 2021		0.00	0.00
Cashbook Balance as at 31st December, 2021		<u>-34,002.07</u>	<u>41,452.74</u>

I certify that all of Council's surplus funds have been invested in accordance with the Act, the regulations and Council's investment policies and that all cheques drawn have been checked and are fully supported by vouchers and invoices and have been certified for payment.


 Responsible Accounting Officer
 4 January 2022

This is page no.1 of Schedule No.1 of the Director Corporate & Community Services' Schedule of Information to Ordinary Council Meeting held on 1st December, 2021

GENERAL MANAGER

MAYOR

Applications Approved

c_dm073

Approved Between 1/11/2021 and 30/11/2021

20/12/2021

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days	
DA/2021/163	Applicant: Greater Hume Council Henty Pleasant Hills RD HENTY Lot: 208 DP: 753741	Alterations & Additions to Function Room & Catering Facilities	\$700,000	17/08/2021	Approved	18/11/2021	94	0	94
DA/2021/191	Applicant: Rob Pickett Design 13 Keighran ST HENTY Lot: 2 Sec: 1 DP: 758514	New Boarding House	\$522,852	6/09/2021	Approved	2/11/2021	58	0	58
DA/2021/204	Applicant: G F Jackson 16 Fourth ST HENTY Lot: 190 DP: 13288	New Shed	\$15,000	20/09/2021	Approved	9/11/2021	51	0	51
DA/2021/205	Applicant: Klemke Constructions 31 Sladen Street East HENTY Lot: 4 DP: 1128127	New Shed	\$45,402	23/09/2021	Approved	8/11/2021	40	7	40
DA/2021/208	Applicant: Walpole Surveying Pty Ltd 107 Molkentin RD JINDERA Lot: 51 DP: 713015	2 Lot Subdivision	\$0	27/09/2021	Approved	26/11/2021	61	0	61
DA/2021/210	Applicant: M Pitman 8 Lawrence CT JINDERA Lot: 23 DP: 1054959	New Shed	\$39,558	29/09/2021	Approved	10/11/2021	6	37	6
DA/2021/213	Applicant: A C Prendergast 30 Henty Street East CULCAIRN Lot: 9 DP: 1111255	Relocation of Secondhand Dwelling and New Carport	\$100,000	1/10/2021	Approved	1/11/2021	32	0	64
DA/2021/215	Applicant: Spanmaster Pty Ltd 15 Fourth ST HENTY Lot: 178 DP: 12560	New Shed	\$30,783	5/10/2021	Approved	1/11/2021	28	0	28



Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
DA/2021/216	Applicant: Phil Wilkins Building Design 91 Urana ST JINDERA Lot: 82 DP: 710481	New Post Office	\$345,100	5/10/2021	Approved	28	0	28
DA/2021/217	Applicant: Walpole Surveying Pty Ltd 881 Howlong Balldale RD BALLDALE Lot: 1 DP: 946434	2 Lot Subdivision	\$0	7/10/2021	Approved	47	0	47
DA/2021/218	Applicant: T L Grazules 39 Brownrigg ST MORVEN Lot: 4 Sec: 23 DP: 758711	New Dwelling	\$240,000	7/10/2021	Approved	26	0	26
DA/2021/219	Applicant: Macjac Sheds 14 Melrose ST CULCAIRN Lot: 56 DP: 1155458	New Shed	\$55,467	11/10/2021	Approved	23	0	23
DA/2021/220	Applicant: Klaar Projects Pty Ltd 518 Quartz Hill RD JINDERA Lot: 1 DP: 806081	Dwelling Addition - Attached Granny Flat	\$150,000	12/10/2021	Approved	24	0	24
DA/2021/221	Applicant: J G Lewis 17 Wattle ST CULCAIRN Lot: 82 DP: 590967	Relocate Secondhand Dwelling	\$125,000	14/10/2021	Approved	22	0	22
DA/2021/223	Applicant: MC Croker Pty Ltd Third AVE HENTY Lot: 26 DP: 1099296	New Silos	\$1,000,000	19/10/2021	Approved	23	0	23
DA/2021/224	Applicant: M D Ross 1673 Cummings RD WALLA WALLA Lot: 1 DP: 1115237	New Shed	\$0	20/10/2021	Withdrawn	13	0	13

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
DA/2021/225	Applicant: T M Saunders 14 Pomegranate DR JINDERA Lot: 212 DP: 1237080	New Patio	\$6,000	22/10/2021	Approved	32	0	32
DA/2021/226	Applicant: R T Kennedy 61 Macinnes ST HOLBROOK Lot: 17 Sec: D DP: 5364	Demolition of Dwelling	\$20,000	22/10/2021	Approved	34	0	34
DA/2021/227	Applicant: Lewis Dickson Homes Pty Ltd 875 Woomargama WY WOOMARGAMA Lot: 2 DP: 1135045	New Dwelling & Garage	\$531,650	25/10/2021	Approved	30	0	30
DA/2021/229	Applicant: M B Lubke 125 Adams ST JINDERA Lot: 11 DP: 840770	New Shed	\$17,955	21/10/2021	Approved	33	4	33
DA/2021/230	Applicant: L S Soe-Prowd 96 Albury ST HOLBROOK Lot: 8 DP: 2326	Demolition of Shed	\$5,500	2/11/2021	Approved	29	0	29
DA/2021/235	Applicant: Eslers Land Consulting 152 Pioneer DR JINDERA Lot: 67 DP: 1195450	Road Widening Subdivision	\$0	23/11/2021	Approved – Exempt Development	1	0	1
CDC/2016/66	Applicant: B Nicholson 1002 Glenellen RD GEROGERY Lot: 9 DP: 803209	Dwelling Alterations & Additions - As Modified	\$0	16/09/2021	Approved	61	0	61
CDC/2021/62	Applicant: Albury Wodonga Conquest 3852 Jingellic RD LANKEYS CREEK Lot: 3 DP: 812101	New Swimming Pool	\$38,880	1/11/2021	Approved – Private Certifier	1	0	1

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days
CDC/2021/63	Applicant: W M Jamnikar 2 Britton CT JINDERA Lot: 38 DP: 1132425	New Swimming Pool	\$38,300	3/11/2021	Approved – Private Certifier	1	0	2
CDC/2021/64	Applicant: Albury Wodonga Conquest 93 Racecourse RD HOLBROOK Lot: 312 DP: 1238098	New Swimming Pool	\$44,980	19/11/2021	Approved – Private Certifier	1	0	1
CDC/2021/65	Applicant: I & M Pools Pty Ltd 4340 Olympic HWY HENTY Lot: 3 DP: 253932	New Swimming Pool	\$52,295	18/11/2021	Approved – Private Certifier	1	0	1
CDC/2021/66	Applicant: Lewis Dickson Homes Pty Ltd 1955 Howlong Burrumbuttock RD BURRUMBUTTOCK Lot: 8 DP: 1057430	New Dwelling and Garage	\$464,112	15/11/2021	Approved – Private Certifier	1	0	1
CDC/2021/67	Applicant: J & J Carroll Pty Ltd 6 Sunnyside CR WALLA WALLA Lot: 37 DP: 258018	New Dwelling and Garage	\$273,677	10/11/2021	Approved – Private Certifier	1	0	1
CDC/2021/70	Applicant: I & M Pools Pty Ltd 28 Mulgrave RD JINDERA Lot: 522 DP: 1236708	New Swimming Pool	\$50,090	30/11/2021	Approved – Private Certifier	1	0	1

Report Totals & Averages

Average Elapsed Calendar Days: 29.47
 Average Calendar Stop Days: 1.60
 Average Adjusted Calendar Days: 27.87
 Total Elapsed Calendar Days: 884.00
 Total Calendar Stop Days: 48.00
 Total Adjusted Calendar Days: 836.00

Total Number of Applications : 30

Total Estimated Cost : 4,912,601.00

Director Environment & Planning
Greater Hume Shire Council