



GWYDIR
SHIRE COUNCIL

25 JUN 2025

20th June 2025

Mr Colin Kane
Greater Hume Shire Council
39 Young Street
Holbrook, NSW 2644

Dear Colin,

Regional and Rural Medical Services

For many years Gwydir Shire Council, like so many other Rural and Regional Councils, has been subsidizing medical services within its local government area.

This continuing practice has reached a point where the community has come to expect that it is the responsibility of local government to provide the range of medical services expected, such as General Practitioners and other allied health services when, in fact, we have simply made it easier for the Federal and State Government bureaucracies to largely ignore the desperate plight many rural areas are facing.

For example, Bingara, a town within Gwydir Shire, depends totally on locum doctors being sourced at an unsustainable financial cost.

Gwydir Shire recently resolved to establish if there is a coalition of similarly impacted rural communities that would be willing to join with Gwydir Shire to form the Regional and Rural Medical Services Alliance (RRMSA) to act as a strong rural voice to lobby effectively for improved regional and rural medical services.

The intention is not to undermine the work being undertaken by the more generally focussed representative bodies such as the Country Mayors Association or LG NSW but to develop a strong laser focussed lobby group not distracted by the great range of issues facing rural and regional local authorities.

Gwydir Shire is a strong supporter of both these organisations. This proposed group's sole purpose will be to lobby for the services required and ensure that our communities

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are educated to understand which level of government is responsible for the provision of what medical services.

If there is strong support for this Alliance within NSW it will be extended to other States and the Northern Territory.

Please respond to RRMSA@gwydir.nsw.gov.au if your Council is interested in participating along with your Council's nominated contact person.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Max Eastcott'.

Max Eastcott PSM
General Manager

Public Interest Disclosures (PID) Policy

Document Name	Document Version Number	Review Date
Public Interest Disclosures (PID) Policy	1.0.6	October 2025
Date Adopted	Minute Number	Status
18 October 2023	6526	Revised

Purpose

All agencies in NSW are required to have a Public Interest Disclosure (PID) Policy under section 42 of the Public Interest Disclosures Act 2022 (PID Act).

At Greater Hume Council (GHC) we take reports of serious wrongdoing seriously. We are committed to building a 'speak up' culture where public officials are encouraged to report any conduct that they reasonably believe involves wrongdoing. The integrity of our agency relies upon our staff, volunteers, contractors and subcontractors speaking up when they become aware of wrongdoing.

This policy sets out how Greater Hume Council will support and protect you if you come forward with a report of serious wrongdoing. How Council will deal with the report and our other responsibilities under the PID Act and who to contact if you want to make a report, how to make a report and the protections which are available to you under the PID Act.

This policy also documents Council's commitment to building a speak up culture. Part of that speak up culture is having in place a framework that facilitates public interest reporting of wrongdoing by protecting those who speak up from detrimental action, imposing duties on agencies who receive reports of wrongdoing to take appropriate action to investigate or otherwise deal with them.

Scope

This policy applies to, and for the benefit of, all public officials in NSW. You are a public official if you are:

- a person employed in or by an agency or otherwise in the service of an agency
- a person having public official functions or acting in a public official capacity whose conduct or activities an integrity agency is authorised by another Act or law to investigate
- an individual in the service of the Crown
- a statutory officer
- a person providing services or exercising functions on behalf of an agency, including a contractor, subcontractor or volunteer
- an employee, partner or officer of an entity that provides services, under contract, subcontract or other arrangement, on behalf of an agency or exercises functions of an agency, and are involved in providing those services or exercising those functions
- a judicial officer
- a Member of Parliament (MP), including a Minister
- a person employed under the Members of Parliament Staff Act 2013.

The General Manager, other nominated disclosure officers and managers within Greater Hume Council have specific responsibilities under the PID Act. This policy also provides information on how people in these roles will fulfil their responsibilities. Other public officials who work in and for the public sector, but do not work for Greater Hume Council may use this policy if they want information on who they can report wrongdoing to within Greater Hume Council.

This policy does not apply to:

- people who have received services from an agency and want to make a complaint about those services
- people, such as contractors, who provide services to an agency.

Public Interest Disclosures (PID) Policy

For example, employees of a company that sold computer software to an agency. This means that if you are not a public official, this policy does not apply to your complaint (there are some circumstances where a complaint can be deemed to be a voluntary PID, see section 1(i) of this policy for more information).

However, you can still make a complaint to Council. This can be done by contacting a disclosure officer or the General Manager.

This policy is publicly available on Greater Hume Council's website. A copy of the policy is also included as part of the induction for new employees. A hard copy of the policy can be requested from People and Culture or Risk.

Definitions

Voluntary PID: This is a PID where a report has been made by the public official because they decided, of their own accord, to come forward and disclose what they know.

Mandatory PID: This is a PID where the public official has made a report about serious wrongdoing because they have a legal obligation to make that report, or because making that report is an ordinary aspect of their role or function in an agency.

Witness PID: This is a PID where a person discloses information during an investigation of serious wrongdoing following a request or requirement of the investigator.

See Annexure C for full list of definitions.

Policy Content

This policy will provide you with information on the following:

- ways you can make a voluntary PID to Greater Hume Council under the PID Act
- the names and contact details for the nominated disclosure officers in Greater Hume Council
- the roles and responsibilities of people who hold particular roles under the PID Act and who are employees of Greater Hume Council
- what information you will receive once you have made a voluntary PID
- protections available to people who make a report of serious wrongdoing under the PID Act and what we will do to protect you
- Greater Hume Council procedures for dealing with disclosures
- Greater Hume Council procedures for managing the risk of detrimental action and reporting detrimental action
- Greater Hume Council record-keeping and reporting requirements
- how Greater Hume Council will ensure it complies with the PID Act and this policy.

PID, complaint or grievance

When a public official report suspected or possible wrongdoing in the public sector, their report will be a PID if it has certain features which are set out in the PID Act. Some internal complaints or internal grievances may also be PIDs, as long as they have the features of a PID.

If an internal complaint or grievance is a report of serious wrongdoing, Council will consider whether it is a PID. Council will identify if the complaint meets the requirements of PID and will respond in a timely manner. This is because once a PID is received, the person who has made the report is entitled to certain protections.

When will a report be a PID

There are three types of PIDs in the PID Act.

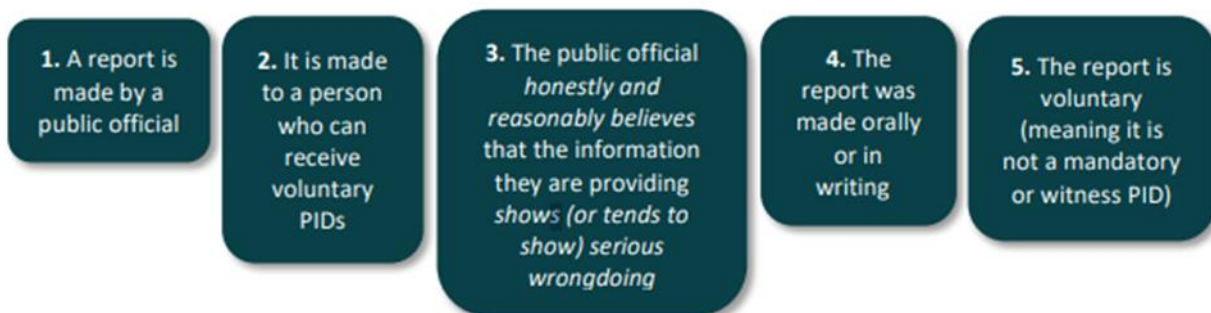
Public Interest Disclosures (PID) Policy

These are:

1. Voluntary PID: This is a PID where a report has been made by the public official because they decided, of their own accord, to come forward and disclose what they know.
2. Mandatory PID: This is a PID where the public official has made a report about serious wrongdoing because they have a legal obligation to make that report, or because making that report is an ordinary aspect of their role or function in an agency.
3. Witness PID: This is a PID where a person discloses information during an investigation of serious wrongdoing following a request or requirement of the investigator.

This policy mostly relates to making a voluntary PID and how we will deal with voluntary PIDs. People who make a mandatory PID or a witness PID are still entitled to protection.

A report is a voluntary PID if it has the following five features, which are set out in sections 24 to 27 of the PID Act:



You will not be expected to prove that what you reported actually happened or is serious wrongdoing. You do have to honestly believe, on reasonable grounds, that the information you are reporting shows or tends to show serious wrongdoing. Even though you do not have to prove the serious wrongdoing happened or provide evidence, a mere allegation with no supporting information is unlikely to meet this test. If we make an error and do not identify that you have made a voluntary PID, you will still be entitled to the protections under the PID Act.

If you make a report and believe Council have made an error by not identifying that you have made a voluntary PID, you should raise this with a nominated disclosure officer or your contact officer for the report. If you are still not satisfied with this outcome, you can seek an internal review or we make seek to conciliate the matter. You may also contact the NSW Ombudsman.

Who can make a voluntary PID

Any public official can make a voluntary PID see 'Who this policy applies to'.

A public official can make a PID about serious wrongdoing relating to any agency, not just the agency they are working for. This means that we may receive PIDs from public officials outside our agency. It also means that you can make a PID to any agency, including an integrity agency like the Independent Commission Against Corruption (ICAC) and the NSW Ombudsman.

What is serious wrongdoing?

Reports must be of one or more of the following categories of serious wrongdoing to be a voluntary PID (in addition to having the other features set out here).

Serious wrongdoing is defined in the PID Act as:

- corrupt conduct — such as a public official accepting a bribe

Public Interest Disclosures (PID) Policy

- serious maladministration — such as an agency systemically failing to comply with proper recruitment processes when hiring staff
- a government information contravention — such as destroying, concealing or altering records to prevent them from being released under a Government Information Public Access application
- a local government pecuniary interest contravention — such as a senior council staff member recommending a family member for a council contract and not declaring the relationship
- a privacy contravention — such as unlawfully accessing a person's personal information on an agency's database
- a serious and substantial waste of public money — such as an agency not following a competitive tendering process when contracting with entities to undertake government work.

When you make your report, you do not need to state to us what category of serious wrongdoing you are reporting or that you are reporting serious wrongdoing.

Who can I make a voluntary PID to?

For a report to be a voluntary PID, it must be made to certain public officials.

Making a report to a public official who works for Greater Hume Council

You can make a report inside Greater Hume Council to:

- General Manager
- a disclosure officer for Greater Hume Council — a list of disclosure officers and their contact details can be found at Annexure A of this policy
- your manager — this is the person who directly, or indirectly, supervises you.

It can also be the person who you directly, or indirectly, report to. You may have more than one manager. Your manager will make sure that the report is communicated to a disclosure officer on your behalf or may accompany you while you make the report to a disclosure officer.

PIDs should be reported as follows:

If the PID is about:	It should be reported to:
The Mayor	The General Manager or an Investigating Authority
The General Manager	The Mayor or an Investigating Authority
The Mayor and General Manager	An Investigating Authority
A Councillor	The General Manager or an Investigating Authority
A Council officer / Public Official	The General Manager, Disclosures Coordinator, a Disclosures Officer (refer Annexure A) or an Investigating Authority

Making a report to a recipient outside of Greater Hume Council

You can also make your report to a public official in another agency (meaning an agency you do not work for) or an integrity agency.

These include:

- The head of another agency — this means the head of any public service agency
- An integrity agency — a list of integrity agencies is located at Annexure B of this policy
- A disclosure officer for another agency — ways to contact disclosure officers for other agencies is located in an agency's PID policy which can be found on their public website
- A Minister or a member of a Minister's staff but the report must be made in writing.

Public Interest Disclosures (PID) Policy

If you choose to make a disclosure outside of Greater Hume Council, it is possible that your disclosure will be referred back to Greater Hume Council so that appropriate action can be taken.

Making a report to a Member of Parliament or journalist

Disclosures to MPs or journalists are different to other reports. You can only disclose a report of wrongdoing as a voluntary PID to an MP or journalist in the following circumstances:

- You must have first made substantially the same disclosure (described here as a 'previous disclosure') to someone who can receive disclosures.
- The previous disclosure must be substantially true.
- You did not make the previous disclosure anonymously.
- You did not give a written waiver of your right to receive information relating to your previous disclosure.
- You did not receive the following from Greater Hume Council:
 - notification that Greater Hume Council will not investigate the serious wrongdoing and will also not refer the previous disclosure to another agency, or
 - the following information at the end of the investigation period:
 - notice of Council's decision to investigate the serious wrongdoing
 - a description of the results of an investigation into the serious wrongdoing
 - details of proposed or recommended corrective action as a result of the previous disclosure or investigation.

Investigation period means:

- after six months from the previous disclosure being made, or
- after 12 months if you applied for an internal review of the Council's decision within six months of making the disclosure. If all the above requirements are met, your disclosure to an MP or journalist may be a voluntary PID.

What form should a voluntary PID take?

You can make a voluntary PID:

- *in writing* — this could be an email or letter to a person who can receive voluntary PIDs.
- *verbally* — have a private discussion with a person who can receive voluntary PIDs. This can be face-to-face, via telephone or virtually.
- *anonymously* — write an email or letter or call a person who can receive PIDs to make a report without providing your name or anything that might identify you as the maker of the report. A report will only be considered anonymous if there is no reasonable or practical way of communicating with the person making the report. Even if you choose to remain anonymous, you will still be protected under the PID Act. It may be difficult, however, for us to investigate the matter(s) you have disclosed if we cannot contact you for further information.

What should I include in my report?

You should provide as much information as possible so Council can deal with the report effectively.

The type of information you should include is:

- date, time and location of key events
- names of person(s) involved in the suspected wrongdoing, their role, title and how they are involved
- your relationship with the person(s) involved, such as whether you work closely with them
- your explanation of the matter you are reporting
- how you became aware of the matter you are reporting
- possible witnesses
- other information you have that supports your report.

What if I am not sure if my report is a PID?

You should report all wrongdoing you become aware of regardless of whether you think it is serious wrongdoing. It is important for us to understand what is or may be occurring. We are then responsible for making sure your report is handled appropriately under the PID Act, or if it is not a PID, in line with our other procedures.

Public Interest Disclosures (PID) Policy

Even if your report is not a PID, it may fall within another one of Council's policies for dealing with reports, allegations or complaints.

Deeming that a report is a voluntary PID

The General Manager or disclosure officer can, in certain circumstances, determine that a report is a voluntary PID even if the report does not otherwise have all the features of a voluntary PID. This is known as the 'deeming power'.

By deeming that a report is a voluntary PID, it ensures that reporters are provided with protections under the PID Act.

If you make a report that has not met all the requirements of a voluntary PID, you can refer your matter to the General Manager or disclosure officer to request that they consider deeming your report to be a voluntary PID. A decision to deem a report to be a voluntary PID is at the discretion of the disclosure officer.

How is the maker of a voluntary PID protected?

When you make a voluntary PID you receive special protections under the PID Act. Council is committed to taking all reasonable steps to protect you from detriment because of having made a PID. Council is also committed to maintaining your confidentiality as much as possible while the PID is being dealt with. Council will not tolerate any type of detrimental action being taken against you because you have made a report, might make a report or are believed to have made a report.

The maker of a voluntary PID is protected in the following ways:

- Protection from detrimental action

- A person cannot take detrimental action against another person because they have made a voluntary PID or are considering making a PID. Detrimental action includes bullying, harassment, intimidation or dismissal.
- Once Council become aware that a voluntary PID by a person employed or otherwise associated with Council that concerns serious wrongdoing relating to Council has been made, Council will undertake a risk assessment and take steps to mitigate the risk of detrimental action occurring against the person who made the voluntary PID.
- It is a criminal offence for someone to take detrimental action against a person because they have made or may make a voluntary PID. It is punishable by a maximum penalty of 200 penalty units or imprisonment for five years or both.
- A person may seek compensation where unlawful detrimental action has been taken against them.
- A person can apply for a court order (injunction) where detrimental action is threatened or has occurred (for example, an order to prevent dismissal or to require reinstatement).

Note that a person who makes a PID can still be subject to reasonable management action (such as ordinary performance reviews and performance management). Provided such action is not taken because of the PID, it is not detrimental action under the PID Act.

- Immunity from civil and criminal liability

Some public officials are often subject to a duty of confidentiality that prevents them disclosing certain information that they obtain or become aware of at work. Sometimes, in order to make a PID, public officials will need to breach or disregard such confidentiality duties. If that happens, a public official cannot be disciplined, sued or criminally charged for breaching confidentiality.

Public Interest Disclosures (PID) Policy

• Confidentiality

Public officials and agencies must not disclose information tending to identify a person as the maker of a voluntary PID unless doing so is permitted by the PID Act.

• Protection from liability for own past conduct

The Attorney General can give the maker an undertaking that a disclosure of their own past conduct will not be used against them if a person discloses their own wrongdoing or misconduct while making a report. This undertaking can only be given on application by an integrity agency to the Attorney General.

Protections for people who make mandatory and witness PIDs

Apart from PIDs that are made voluntarily by public officials, there are other types of reports that are recognised as PIDs under the PID Act:

- **A mandatory PID:** This is a PID where the public official has made the report about serious wrongdoing because they have a legal obligation to make that report, or because making that report is an ordinary aspect of their role or function in an agency.
- **A witness PID:** This is a PID where a person discloses information during an investigation of serious wrongdoing following a request or requirement of the investigator.

Protections for makers of mandatory and witness PIDs are detailed in the table below.

Protection	Mandatory PID	Witness PID
Detrimental action — It is an offence to take detrimental action against a person based on the suspicion, belief or awareness that a person has made, may have made or may make a PID.	✓	✓
Right to compensation — A person can initiate proceedings and seek compensation for injury, damage or loss suffered as a result of detrimental action being taken against them.	✓	✓
Ability to seek injunction — An injunction can be sought to prevent the commission or possible commission of a detrimental action offence against a person. For example, an order to prevent dismissal or to require reinstatement.	✓	✓
Immunity from civil and criminal liability — a person will not incur civil or criminal liability if the person breaches a duty of confidentiality while making a disclosure. This means that legal action cannot be taken against a person for: <ul style="list-style-type: none"> • breaching a duty of secrecy or confidentiality, or • breaching another restriction on disclosure. 	✓	✓

Reporting detrimental action

If you experience adverse treatment or detrimental action, such as bullying or harassment, you should report this immediately. You can report any experience of adverse treatment or detrimental action directly to us, or to an integrity agency. A list of integrity agencies is located at Annexure B of this policy.

Public Interest Disclosures (PID) Policy

General support

The Employee Assistance Program is available for any employee to access. Support is also available from the Disclosure Officer.

We may refer to the NSW Ombudsman if an employee has questions about the PID Act and reporting generally.

Roles and responsibilities of Greater Hume Council employees

Certain people within Greater Hume Council have responsibilities under the PID Act.

General Manager is responsible for:

- fostering a workplace culture where reporting is encouraged
- receiving disclosures from public officials
- ensuring there is a system in place for assessing disclosures
- ensuring the Council complies with this policy and the PID Act
- ensuring that the Council has appropriate systems for:
 - overseeing internal compliance with the PID Act
 - supporting public officials who make voluntary PIDs, including by minimising the risk of detrimental action
 - implementing corrective action if serious wrongdoing is found to have occurred
 - complying with reporting obligations regarding allegations or findings of detrimental action
- complying with yearly reporting obligations to the NSW Ombudsman.

Disclosure officers are responsible for:

- receiving reports from public officials
- receiving reports when they are passed on to them by managers
- ensuring reports are dealt with appropriately, including by referring the matter to the appropriate complaint unit (if relevant)
- ensuring that any oral reports that have been received are recorded in writing.

Managers are responsible for:

- receiving reports from persons that report to them or that they supervise
- passing on reports they receive to a disclosure officer.

All employees must:

- report suspected serious wrongdoing or other misconduct
- use their best endeavours to assist in an investigation of serious wrongdoing if asked to do so by a person dealing with a voluntary PID on behalf of Greater Hume Council
- treat any person dealing with or investigating reports of serious wrongdoing with respect.

All employees must not take detrimental action against any person who has made, may in the future make, or is suspected of having made, a PID.

How we will deal with voluntary PIDs

When a disclosure officer in Greater Hume Council receives a report which is a voluntary PID, or looks like it may be a voluntary PID, the person who made the report will receive the following information:

You will receive an acknowledgment from the Disclosure Officer that the report has been received.

This acknowledgement will:

- state that the report will be assessed to identify whether it is a PID
- state that the PID Act applies to how we deal with the report
- provide clear information on how you can access this PID policy

Public Interest Disclosures (PID) Policy

- provide you with details of a contact person and available supports.

If the report is a voluntary PID, we will inform you as soon as possible how we intend to deal with the report. This may include:

- that we are investigating the serious wrongdoing
- that we will refer the report to a different agency (if appropriate) to deal with the voluntary PID. If we do this, we will provide you with details of this referral
- If we decide to not investigate the report and to not refer it to another agency for it to be investigated, we will tell you the reasons for this decision. We will also notify the NSW Ombudsman of this decision.

If we decide to investigate the serious wrongdoing, we will provide you with updates on the investigation at least every three months. During this time, if you would like more frequent updates, you should contact the contact person who was nominated when you made the report.

If we investigate the serious wrongdoing, we will provide you with the following information once the investigation is complete:

- a description of the results of the investigation — that is, we will tell you whether we found that serious wrongdoing took place.
- information about any corrective action as a result of the investigation/s — this means we will tell you what action we took in relation to the person who engaged in the serious wrongdoing or if the serious wrongdoing was by our agency, what we have put in place to address that serious wrongdoing.

Corrective action could include taking disciplinary action against someone or changing the practices, policies and procedures that we have in place which led to the serious wrongdoing.

- There may be some details about both the findings made as a result of the investigation and the corrective action taken that cannot be revealed to you. We will always balance the right of a person who makes a report to know the outcome of that report, with other legal obligations we have.

- If you have made an anonymous report, in many cases we may not be able to provide this information to you.

How we will deal with voluntary PIDs

Once a report that may be a voluntary PID is received we will look at the information contained in the report to see if it has the features of a voluntary PID. This assessment is undertaken to identify whether the report is a voluntary PID or another type of disclosure, and to make sure that the right steps are followed. If it is a voluntary PID, we will ensure that we comply with the requirements in the PID Act.

Report not a voluntary PID

Even if the report is not a voluntary PID, it will still need to be dealt with in a manner consistent with our relevant internal complaints or grievance handling process or through an alternate process. If the report is not a voluntary PID, Council will let you know that the PID Act does not apply to the report and how Council will deal with the concerns raised in the report. If you are not happy with this assessment or otherwise disagree with it, you can raise it with the person who has communicated the outcome with you or a disclosure officer, request an internal review or request that the matter be conciliated. Council can, but do not have to, request the NSW Ombudsman to conciliate the matter.

Cease dealing with report as voluntary PID

Council may stop dealing with a voluntary PID because it is not actually a voluntary PID (meaning it does not have all the features of a PID).

Public Interest Disclosures (PID) Policy

If Council cease dealing with the report as a voluntary PID Council will contact you in writing advising this and the reasons why.

Where the report is a voluntary PID

If the report is a voluntary PID:

- In most cases we will conduct an investigation to make findings about whether the serious wrongdoing disclosed in the report occurred, who was involved, who was responsible, and whether the people involved, or the agency engaged, in serious wrongdoing. There may be circumstances where we believe an investigation is not warranted — for example, if the conduct has previously been investigated.
- If the General Manager and Disclosure Coordinator believe that the report is beyond internal investigation capabilities an external party may be engaged to conduct the investigation. If this occurs the Disclosure Officer will be the contact person for the report writer and will provide regular updates.
- There may also be circumstances where we decide that the report should be referred to another agency, such as an integrity agency. For example, reports concerning possible corrupt conduct may be required to be reported to the ICAC in accordance with section 11 of the Independent Commission Against Corruption Act 1988.
- Before referring a matter, we will discuss the referral with the other agency, and we will provide you with details of the referral and a contact person within the other agency.
- If we decide not to investigate a report and to not refer the matter to another agency, we must let you know the reasons for this and notify the NSW Ombudsman.

How Greater Hume Council will protect the confidentiality of the maker of a voluntary PID

We understand that people who make voluntary PIDs may want their identity and the fact that they have made a report to be confidential. Under the PID Act, information tending to identify a person as the maker of a voluntary PID (known as identifying information) is not to be disclosed by a public official or an agency.

There are certain circumstances under the PID Act that allow for the disclosure of identifying information.

These include:

- where the person consents in writing to the disclosure
- where it is generally known that the person is the maker of the voluntary PID because of their voluntary self-identification as the maker
- when the public official or Council reasonably considers it necessary to disclose the information to protect a person from detriment
- where it is necessary the information be disclosed to a person whose interests are affected by the disclosure
- where the information has previously been lawfully published Developing your PID policy - July 2023
- when the information is disclosed to a medical practitioner or psychologist for the purposes of providing medical or psychiatric care, treatment or counselling to the individual disclosing the information
- when the information is disclosed for the purposes of proceedings before a court or tribunal
- when the disclosure of the information is necessary to deal with the disclosure effectively
- if it is otherwise in the public interest to disclose the identifying information.

Public Interest Disclosures (PID) Policy

Council will not disclose identifying information unless it is necessary and authorised under the PID Act. Council will put in place steps to keep the identifying information of the maker and the fact that a report has been made confidential. It may not be possible for us to maintain complete confidentiality while Council progress the investigation, but Council will do all that they practically can to not unnecessarily disclose information from which the maker of the report can be identified.

Council will do this by:

- Minimising the number of people who are aware of the maker's identify or other identifying information
- Council will ensure that anyone who knows the identify of the maker are reminded of their obligation for confidentiality
- Only authorised persons will have access to emails, files or other documentation that may contain information about the identity of the maker
- Council will provide information to the maker of the PID about the importance of maintaining confidentiality.

If confidentiality cannot be maintained or is unlikely to be maintained, Council will:

- Advise the person whose identity may become known
- Update the Council's risk assessment and risk management plan
- Implement strategies to minimise the risk of detrimental action
- Provide additional supports to the maker
- Remind people who have become aware of confidential information of the consequences for failing to maintain confidentiality

How we will assess and minimise the risk of detrimental action

Detrimental action against a person is an act or omission that causes, comprises, involves or encourages detriment to a person or a threat of detriment to a person (whether express or implied).

Detriment to a person includes:

- injury, damage or loss
- property damage
- reputational damage
- intimidation, bullying or harassment
- unfavourable treatment in relation to another person's job
- discrimination, prejudice or adverse treatment
- disciplinary proceedings or disciplinary action, or
- any other type of disadvantage.

Detrimental action does not include:

- lawful action taken by a person or body to investigate serious wrongdoing or other misconduct
- the lawful reporting or publication of a finding of serious wrongdoing or other misconduct
- the lawful making of adverse comment, resulting from investigative action
- the prosecution of a person for a criminal offence
- reasonable management action taken by someone in relation to a person who made or may make a PID. For example, a reasonable appraisal of a PID maker's work performance.

Council will not tolerate any detrimental action being taken by any person against a person who has made a PID, investigators, witnesses or the person the report is about. Council will assess and take steps to mitigate detrimental action from being taken against the maker of a voluntary PID, the person whose conduct is the subject of a PID, investigators and witnesses.

Council will take steps to assess and minimise the risk of detrimental action by:

- conducting a risk assessment, and a risk management plan will be created (including reassessing the risk throughout the entirety of the matter)
- provide details of the unit/role that will be responsible for undertaking a risk assessment

Public Interest Disclosures (PID) Policy

- explaining how the agency will communicate with the maker to identify risks
- listing the protections that will be offered, that is, the agency will discuss protection options with the maker which may include remote working or approved leave for the duration of the investigation
- outlining what supports will be provided.

How Council will deal with allegations of a detrimental action offence

If Council becomes aware of an allegation that a detrimental action offence has occurred or may occur, we will:

- take all steps possible to stop the action and protect the person(s)
- take appropriate disciplinary action against anyone that has taken detrimental action
- refer any evidence of a detrimental action offence to the Commissioner of Police and the ICAC or the Law Enforcement Conduct Commission (whichever is applicable)
- notify the NSW Ombudsman about the allegation of a detrimental action offence being committed.

All employees are responsible for reporting any detrimental actions to the General Manager or Disclosure Coordinator.

The General Manager or Disclosure Coordinator are responsible for making referrals to external agencies.

The Disclosure Officer will update and support the person who the alleged detrimental action has been taken against. The Employee Assistance Program will also be offered as support.

What Greater Hume Council will do if an investigation finds that serious wrongdoing has occurred

If, after an investigation, it is found that serious wrongdoing or other misconduct has occurred, Council will take the most appropriate action to address that wrongdoing or misconduct.

This is also known as corrective action. Corrective action can include:

- a formal apology
- improving internal policies to adequately prevent and respond to similar instances of wrongdoing
- providing additional education and training to staff where required
- taking employment action against persons involved in the wrongdoing (such as termination of employment, relocation, a caution or reprimand).

The General Manager and Disclosure Coordinator receive the findings of the investigations. Recommendations and findings will be reviewed and a determination made as to further actions, persons responsible and timeframes.

The maker will be notified in writing of the proposed recommended corrective action/s.

Review and dispute resolution

People who make voluntary PIDs can seek internal review of the following decisions made by Greater Hume Council:

- that Council is not required to deal with the report as a voluntary PID
- to stop dealing with the report because Council decided it was not a voluntary PID
- to not investigate the serious wrongdoing and not refer the report to another agency
- to cease investigating the serious wrongdoing without either completing the investigation or referring the report to another agency for investigation.

Council will ensure internal reviews are conducted in compliance with the PID Act. If you would like to make an application for an internal review, you must apply in writing within 28 days of being informed of Council's decision. The application should state the reasons why you consider our decision should

Public Interest Disclosures (PID) Policy

not have been made. You may also submit any other relevant material with your application. The application is to be made to the General Manager or Disclosure Coordinator, and they will determine who will conduct the review and provide a timeline and updates.

Voluntary dispute resolution

If a dispute arises between Council and a person who has made a report which is, or may be, a voluntary PID, Council may request the NSW Ombudsman to conciliate the dispute. Conciliation is a voluntary process and will only be suitable for disputes where we and the maker of the report are willing to resolve the dispute.

Record-keeping requirements

Council must keep full and accurate records with respect to all information received in connection with the PID Act. This ensures that Greater Hume Council complies with its obligations under the State Records Act 1998. All records will be kept electronically with access only available to those who require.

Reporting of voluntary PIDs and Greater Hume Council annual return to the Ombudsman

Each year Council provide an annual return to the NSW Ombudsman which includes:

- information about voluntary PIDs received by Greater Hume Council during each return period (yearly with the start date being 1 July)
- action taken by Greater Hume Council to deal with voluntary PIDs during the return period
- how Greater Hume Council promoted a culture in the workplace where PIDs are encouraged.

The Disclosure Coordinator is responsible for collecting information about voluntary PIDs and the other information captured in the annual return and is responsible for completing the annual return. This information is saved electronically, and access is only available to people who require access.

How Council will ensure compliance with the PID Act and this policy

Compliance with the PID Act will be monitored and the effectiveness assessed through audits of PID investigations to ensure compliance with the processes in this policy. Areas of non-compliance will be addressed with the relevant investigator / person and reported to the General Manager. Any non-compliances will be reviewed and appropriate action taken such as, retraining on processes, disciplinary action if necessary.

Links to Policy

This policy should be read in conjunction with the following Council policies:

Model Code of Conduct for Local Council's in NSW

Fraud Control Policy

Workplace Grievance Policy

Complaints Handling Policy

Code of Meeting Practice

Links to Procedure

Nil.

Links to Forms

Nil.

References

Public Interest Disclosures Act 2022

Developing your Public Interest Disclosure Policy Guideline

Responsibility

Director Corporate & Community Services

Document Author

Public Interest Disclosures (PID) Policy

Manager Risk and Governance

Relevant Legislation

Public Interest Disclosures Act 2022

Members of Parliament Staff Act 2013

Independent Commission Against Corruption Act 1988

Associated Records

Nil.

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Annexure A — Names and contact details of disclosure officers for Greater Hume Council

Public Interest Disclosures (PID) Policy

- General Manager
- Director Corporate and Community Services
- Director Planning and Environment
- Director Engineering
- Manager Risk and Governance – Disclosure Coordinator
- Children's Services Manager

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Public Interest Disclosures (PID) Policy

Annexure B — List of integrity agencies

Integrity agency	What they investigate	Contact information
The NSW Ombudsman	Most kinds of serious maladministration by most agencies and public officials (but not NSW Police, judicial officers or MPs)	Telephone: 1800 451 524 between 9am to 3pm Monday to Friday Writing: Level 24, 580 George Street, Sydney NSW 2000 Email: info@ombo.nsw.gov.au
The Auditor-General	Serious and substantial waste of public money by auditable agencies	Telephone: 02 9275 7100 Writing: GPO Box 12, Sydney NSW 2001 Email: governance@audit.nsw.gov.au
Independent Commission Against Corruption	Corrupt conduct	Telephone: 02 8281 5999 or toll free on 1800 463 909 (callers outside Sydney) between 9am and 3pm, Monday to Friday Writing: GPO Box 500, Sydney NSW 2001 or faxing 02 9264 5364 Email: icac@icac.nsw.gov.au
The Inspector of the Independent Commission Against Corruption	Serious maladministration by the ICAC or the ICAC officers	Telephone: 02 9228 3023 Writing: PO Box 5341, Sydney NSW 2001 Email: oilcac_executive@oilcac.nsw.gov.au
The Law Enforcement Conduct Commission	Serious maladministration by the NSW Police Force or the NSW Crime Commission	Telephone: 02 9321 6700 or 1800 657 079 Writing: GPO Box 3880, Sydney NSW 2001 Email: contactus@lecc.nsw.gov.au
The Inspector of the Law Enforcement Conduct Commission	Serious maladministration by the LECC and LECC officers	Telephone: 02 9228 3023 Writing: GPO Box 5341, Sydney NSW 2001 Email: oilccec_executive@oilccec.nsw.gov.au
Office of the Local Government	Local government pecuniary interest contraventions	Email: olg@olg.nsw.gov.au
The Privacy Commissioner	Privacy contraventions	Telephone: 1800 472 679 Writing: GPO Box 7011, Sydney NSW 2001 Email: ipcinfo@ipc.nsw.gov.au
The Information Commissioner	Government information contraventions	Telephone: 1800 472 679 Writing: GPO Box 7011, Sydney NSW 2001 Email: ipcinfo@ipc.nsw.gov.au

Public Interest Disclosures (PID) Policy

Annexure C — Definitions

Term / Abbreviation	Definition
Agency	<p>'Agency' is defined in section 16 of the PID Act to mean any of the following:</p> <ul style="list-style-type: none"> • a Public Service agency • a group of staff comprising each of the following services, or a separate group of that staff: <ul style="list-style-type: none"> – the NSW Police Force – the Teaching Service of New South Wales – the NSW Health Service – the Transport Service of New South Wales • a statutory body representing the Crown • an integrity agency • a public authority whose conduct or activities are authorised to be investigated by an integrity agency under another Act or law • a State owned corporation or its subsidiaries • a Local Government Authority • a Local Aboriginal Land Council • the Department of Parliamentary Services, the Department of the Legislative Assembly and the Department of the Legislative Council • a Minister's office is not an agency for the purposes of the PID Act.
Corrupt Conduct	<p>Corrupt Conduct means dishonest or partial exercise of official functions by a Public Official. For example:</p> <ul style="list-style-type: none"> • improperly using knowledge, power or position for personal gain or the advantage of others • acting dishonestly or unfairly, or breaching public trust • using their position in a way that is dishonest, biased or breaches public trust. <p>For more information about corrupt conduct, see the NSW Ombudsman's guideline on what can be reported.</p>
Council	Council means Greater Hume Council.
Detriment	<p>Detriment is defined in section 32(1) of the PID Act as disadvantage to a person, including:</p> <ul style="list-style-type: none"> • injury, damage or loss • property damage • reputational damage • intimidation, bullying or harassment • unfavourable treatment in relation to another person's job • discrimination, prejudice or adverse treatment disciplinary proceedings or disciplinary action.
Detrimental Action	<p>Detrimental action is defined in section 32(2) of the PID Act as an act or omission that causes, comprises, involves or encourages detriment to a person or a threat of detriment to a person (whether express or implied).</p>

Public Interest Disclosures (PID) Policy

General Manager	The senior staff officer appointed under the <i>Local Government Act 1993</i> (NSW).
Government Information Contravention	<p>Government Information Contravention means a failure to properly fulfil functions under the <i>Government Information (Public Access) Act 2009</i> .</p> <p>For example:</p> <ul style="list-style-type: none"> • destroying, concealing or altering records to prevent them from being released • knowingly making decisions that are contrary to the legislation • directing another person to make a decision that is contrary to the legislation. <p>For more information about government information contravention, see the NSW Ombudsman's guideline on what can be reported.</p>
Identifying information	Under section 64(1) of the Act, identifying information is information which tends to identify a person as the maker of a voluntary PID.
Integrity agency	<p>The following are 'integrity agencies' as defined under section 19 of the PID Act:</p> <ul style="list-style-type: none"> • the Ombudsman • the Auditor-General • the Independent Commission Against Corruption • the Law Enforcement Conduct Commission • the Inspector of the Independent Commission Against Corruption • the Inspector of the Law Enforcement Conduct Commission • the Secretary of the Department of Planning, Industry and Environment (when exercising certain functions under the Local Government Act 1993) • the Privacy Commissioner • the Information Commissioner • a person or body declared by the regulations to be an integrity agency.
Investigating Authority	Investigating Authority means an authority listed in Appendix 1. Public Officials can contact the relevant authority for advice about how to make a disclosure.

Public Interest Disclosures (PID) Policy

Local Government Pecuniary Interest Contravention	<p>Local Government Pecuniary Interest Contravention means the failure to fulfil certain functions under the <i>Local Government Act 1993</i> relating to the management of pecuniary interests. A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. For example:</p> <ul style="list-style-type: none"> • a senior Council Officer recommending a family member for a Council contract and not declaring the relationship • a senior Council Officer holding an undisclosed shareholding in a company competing for a Council contract. <p>For more information about local government pecuniary interest contravention, see NSW Ombudsman's guideline on what can be reported.</p>
Maladministration	<p>Maladministration means conduct that involves action or inaction of a serious nature that is contrary to law, unreasonable, unjust, oppressive or improperly discriminatory or based wholly or partly on improper motives. For example:</p> <ul style="list-style-type: none"> • making a decision and/or taking action that is unlawful • refusing to grant an approval for reasons that are not related to the merits of their application. <p>For more information about maladministration, see NSW Ombudsman's guideline on what can be reported.</p>
PID Act	<p>PID Act means the <i>Public Interest Disclosure Act (NSW)</i>.</p>
Public interest disclosure	<p>The term public interest disclosure is defined in section 21 of the PID Act to mean:</p> <ul style="list-style-type: none"> • a voluntary PID • a witness PID or • a mandatory PID.
Public Official	<p>'Public Official' is defined in section 14 of the PID Act as follows:</p> <ul style="list-style-type: none"> • a person employed in or by an agency or otherwise in the service of an agency • a person having Public Official functions or acting in a Public Official capacity whose conduct or activities an integrity agency is authorised by another Act or law to investigate • an individual in the service of the Crown • a statutory officer • a person providing services or exercising functions on behalf of an agency, including a contractor, subcontractor or volunteer • if an entity, under a contract, subcontract or other arrangement, is to provide services on behalf of an agency or exercise functions of an agency in whole or

Public Interest Disclosures (PID) Policy

	<p>in part—an employee, partner or officer of the entity who is to be involved in providing the services in whole or in part, or who is to exercise the functions</p> <ul style="list-style-type: none"> • a judicial officer • a member of Parliament, including a Minister • a person employed under the <i>Members of Parliament Staff Act 2013</i>
Serious and Substantial Waste	<p>Serious and Substantial Waste means the uneconomical, inefficient or ineffective use of resources that could result in the loss or wastage of local government money. This includes all revenue, loans and other money collected, received or held by, for or on account of Council. For example:</p> <ul style="list-style-type: none"> • poor project management practices leading to significant projects running over time • having poor or no processes in place for a system involving large amounts of public funds. <p>For more information about serious and substantial waste, see NSW Ombudsman's guideline on what can be reported.</p>

Annual Determination

Report and determination
under sections 239 and 241 of the
Local Government Act 1993

17 April 2025

Contents

ANNEXURE 4

Executive Summary	3
Categories	3
Fees	3
Section 1 – Introduction	4
Background	4
Section 2 – 2024 Determination	5
2024 Annual Determination	5
Section 3 – 2025 Review	6
2025 Annual Review process	6
Submissions Received – Remuneration Structure	18
Section 4 – 2025 Fees	23
Submissions – 2025 Fees	23
Conclusion	28
Section 5 – Determinations	29
Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2025	29
Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2025	33
Appendices	36
Appendix 1 Criteria that apply to categories	36

Executive Summary

The *Local Government Act 1993* (LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, as well as chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. A review of categories was last carried out by the Tribunal in 2023.

The Tribunal will next consider the model, the criteria for each group, and the allocation of councils in the 2026 review.

The criteria for each category is published in Appendix 1 of the Determination and remains unchanged from 2023.

It should be noted that **the Tribunal determined that one Council - Mid Coast Council – would be re-categorised from a Regional Centre to Regional Strategic Area from 1 July 2025** as a result of meeting the criteria at Appendix 1.

Fees

The Tribunal has determined a **3%** per annum increase in the minimum and maximum fees applicable to each category from **1 July 2025**.

Section 1 – Introduction **ANNEXURE 4**

Background

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a comprehensive review of the categories and the allocation of councils into each of those categories in 2023.
2. The Tribunal will next conduct a full review of the categories and the allocation of councils as required by the LG Act in the 2026 Annual Review.
3. Section 241 of the LG Act provides that the Tribunal determine the minimum and maximum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under s.239.
4. The Tribunal can also determine that a council be re-categorised into a different category, existing or new, with a higher range of fees.
5. The Tribunal's Annual Determination takes effect from 1 July each year.

Section 2 – 2024 Determination

2024 Annual Determination

6. In 2024, the Tribunal received 19 written submissions, which included two requests for re-categorisation.
7. The Tribunal found that the current allocation of the councils remained appropriate, with the exceptions outlined below.
8. The Tribunal closely reviewed population and data relating to council operations in the 2024 Annual Determination process to ensure categorisation of councils was consistent with the criteria.
9. For reasons explained at paragraphs 35-39 of the Local Government Annual Determination 2024, Hilltops Council and Muswellbrook Shire Council were reclassified as Regional Rural Councils.
10. The Tribunal determined that fees would increase by 3.75% for the minimum and maximum fees applicable to each category from 1 July 2024.

Section 3 – 2025 Review

2025 Annual Review process

11. The Tribunal's 2025 Annual Review commenced in October 2024, when it wrote to all councils inviting submissions regarding fees. The Tribunal noted that it is only required to review the categories every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review.
12. The invitation noted that it is expected that submissions are endorsed by respective councils.
13. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
14. The Tribunal received 16 written submissions from individual councils and one submission from LGNSW.
15. The Tribunal acknowledges and thanks all parties for their submissions.

Submissions Received – Requests for Re-categorisation

16. Seven of the 16 council submissions received requested re-categorisation or changes to current category criteria.
17. LGNSW also advocated for changes to factors affecting categorisation of councils.
18. Berrigan, City of Parramatta, Gilgandra Shire, Lake Macquarie City, City of Ryde, City of Sydney and Blacktown put forward cases for re-

categorisation, or changes to category criteria, and the creation of new categories, for the Tribunal's consideration.

Requests for Re-classification

19. **Berrigan Shire Council** requested re-categorisation from Rural to Rural Large, despite acknowledging that they do not meet all the benchmarks in the criteria for this category.
20. The criteria for Rural Large is outlined at Appendix 1 of the 2024 Annual Determination, page 38 which states:

“Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- *one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre*
- *a limited range of services, facilities and employment opportunities compared to Regional Rural councils*
- *local economies based on agricultural/resource industries.”*

21. Council's submission states they are currently at 86% of the population target threshold and 90% of the representation ratio but are meeting other criteria benchmarks.
22. Given that Council does not currently satisfy the population and ratio thresholds specified for Rural Large, the Tribunal is not persuaded to include Berrigan Shire Council in Rural Large at this time.
23. **City of Parramatta Council** requested that it be re-categorised to the highest category of general purpose councils, Principal CBD, in order to recognise its size, rate of growth, economic and global influence, operational budget, and strategic and geographical importance.
24. Council put forward a similar case for re-categorisation as part of the 2024 annual determination process, which was unsuccessful. In addition to the reasons put forth in paragraph 20 of the 2024 annual determination, the Council has included the following reasons for its re-categorisation request:
 - A local economy that has more than 30% of Australia's top 500 companies with offices in Parramatta, and estimated public and private investments in the next 5 years of \$20 billion
 - It is estimated by 2050 that Parramatta will be a city with a population of more than 500,000 people
 - The expected accessibility of the City, being a 'gateway to Sydney' with more people expected to live west of Parramatta than to its

east by 2050, and being accessible by 2.3 million people within 45 minutes

- Key infrastructure in Parramatta, including but not limited to the Parramatta PHIVE, Commbank Stadium, the new Parramatta Light Rail, the Westmead Institute for Medical Research, Sydney Olympic Park and construction of Powerhouse Parramatta
- Expansion of education and innovation precincts, with Parramatta's education and training sector being valued at \$1.6 billion, and
- Significant operating and capital works budget of \$607 million, including multiple town centres, and sports and cultural hubs.

25. The Council also argues that a re-classification would reflect the additional skills and abilities that representing a growth council requires.
26. The City of Parramatta notes that the number of electors that each councillor represents is higher than the City of Sydney's. The submission states that the elected councillors represent more than 125,000 enrolled electors, compared to City of Sydney's elected councillors representing 45,891 enrolled electors.
27. Parramatta was classified as a Major CBD, following the 2017 Annual Determination. The Tribunal had found that Parramatta Council was significantly different from other large metropolitan councils on the basis of its secondary CBD status, as recognised by the State Government, at paragraph 21 of the 2017 annual determination. As a result, the

description of Major CBD has remained specific to the City of Parramatta. Similarly, the Principal CBD criteria remained specific to the City of Sydney, since its inception in 2017.

28. Given the specific nature of both Major CBD and Principal CBD categories, the City of Parramatta's request for re-categorisation will require a change in the categories' criteria. As stated above, the Tribunal is not considering the criteria applicable to each category in the 2025 Annual Review process. The Tribunal will next consider the categories and criteria as part of the 2026 Annual Review process.
29. **Gilgandra Shire Council's** submission requests that it be re-categorised from Rural to Rural Large. Gilgandra Shire Council's case to be included in Rural Large category is based on two main points. The first point being Council offers a diverse range of services, and secondly these services result in higher levels of accountability and responsibilities for councillors.
30. Council submits it offers a diverse range of services over and above traditional local government services, which includes being the primary service provider for the community in the aged care and disability services. These include:
 - Age care and disabilities services
 - Meals on wheels and community transport
 - Home care package delivery
 - Operation of a villa retirement village
 - Indigenous specific residential age care facility

- Residential aged care nursing home
 - Supported employment service for adults with intellectual disabilities
 - Special disability accommodation properties for adults with intellectual disabilities
 - Supported Living Services through the National Disability Insurance Scheme, and
 - Day activities centre to support clients with unique challenges.
31. The submission notes these services not only entail a higher level of accountability and responsibility from Council (due to changes in the regulatory environment) but also generate larger revenue and employment opportunities that is comparable to a Rural Large category.
32. Council further submits that when assessing categories to place councils in, the Tribunal should also give due consideration to other factors than those outlined in the s.240 of the LG Act, such as services provided; financial responsibility; scale of operation; and number of employees.
33. While the Tribunal notes Council's request, it does not satisfy the population and ratio thresholds specified for the category of Rural Large. Further, the changes to criteria suggested would require a change in categories, which is not being considered this year. For these reasons, the Tribunal is not persuaded to include Gilgandra Shire Council in Rural Large at this time.

34. Similar to last year, **Lake Macquarie City Council** requested that it be re-categorised from Regional Strategic Area to Major Strategic Area. Council also advocated for the population threshold of Regional Strategic Area be adjusted from its current threshold of 300,000 down to 200,000.
35. Council argues that its population, scale and output of council operations is significantly greater than other councils categorised as Regional Strategic Area, and more aligns with the Central Coast, as the council classified as a 'Major Strategic Area'.
36. Lake Macquarie City Council's request for re-categorisation is based on the following:
- Lake Macquarie being the second largest non-metropolitan council by population in NSW, with a larger population than Newcastle and Wollongong, which are classified as Major Regional Cities.
 - A population density that is 'significantly larger' than other Regional Strategic Areas and supported by 5 precincts in the Lake Macquarie LGA that have been identified for inclusion in the NSW Government Transport Oriented Development Program, which aims to encourage housing development near transport hubs, and are argued to lead to population growth near the hubs; and
 - A Gross Regional Product that is comparable to those of Major Strategic Areas and Major Regional City, rather than other Regional Strategic Areas.

37. Council provided population data to support its case for the population threshold of Regional Strategic Area to be adjusted from its current threshold of 300,000 down to 200,000. The data was also provided as justification for its claim of a 'significant disparity within the Regional Strategic Area category' between Lake Macquarie and other councils:
- Lake Macquarie: 219,249 residents, 24,769 non-residents
 - Shoalhaven: 108,895 residents, 4,632 non-residents
 - Tweed: 98,967 residents, 7,755 non-residents
 - Maitland: 95,958 residents, 15,305 non-residents
38. As stated in paragraph 28 of the 2024 Annual Determination, all categories were determined by extensive evidence examined and considered by the Tribunal. It was determined that the population threshold for the Major Strategic Area was appropriate. As a result, the Tribunal is currently not persuaded to modify the criteria for the Major Strategic Area.
39. **City of Ryde Council** provided a submission requesting it be re-classified from its existing category of Metropolitan Large to Metropolitan Major. Council's case to be re-classified includes:
- The LGA having an area of 40.651 km², 16 suburbs, 3 wards, a population of 135,000 residents and over 54,000 rateable properties within its boundaries
 - A local economy that consists of 92,000 local jobs, 14,300 businesses and a gross regional product of \$19.2 billion

- An innovation district within its west ward that has a long history of investment from all tiers of government, ultimately contributing \$13.6 billion annually to the NSW economy
 - Future growth opportunities linked to the Governments Transport Oriented Development Accelerated Precincts, which Macquarie Park is identified as, that will bring increased housing, amenities and job retention, and
 - Plans to build 2 new schools, 11,600 new homes, the redevelopment of Ryde Hospital and bringing together a range of organisations to create a fully integrated academic health sciences centre at Macquarie University Hospital.
40. As stated in Council's own submission, currently it does not satisfy the population threshold criteria required for Metropolitan Major. Accordingly, the Tribunal is not persuaded at this time to include City of Ryde in the category of Metropolitan Major.
41. The Tribunal also notes **Wollondilly Council's** submission confirming its adopted position to remain classified as a Regional Centre.
42. The Tribunal acknowledges each of the Council's requests for re-categorisation. Whilst the Tribunal has not been persuaded at this time to grant these requests, any council that provides a submission in the 2026 annual review, which includes a request for re-categorisation, will of course be considered.

Requests for New Classifications

43. The **City of Sydney** Council requested the Tribunal change the classification name from Principal CBD to the previously used term “Principal City”.
44. The category “Principal City” was last used in the 2016 Determination. It was changed to Principal CBD in 2017 as a result of a review of categories. This review was undertaken in the context of Local Government reform, and council amalgamations, reducing the number of councils from 152 to 128.
45. Council’s submission outlines the history of boundary changes, including its expansion of the City of Sydney as a consideration in reverting to the 2016 category name.
46. Sydney City Council contends that reverting to the category term “Principal City” recognises that the council’s significance and contribution extends beyond the Sydney CBD.
47. The Tribunal notes the City of Sydney’s request would constitute modification to the category of “Principal CBD”. As stated above, the category “Principal CBD” is specific to City of Sydney and the Tribunal is not considering changes to the criteria applicable to each category in the 2025 Annual Review.
48. **Blacktown Council** requested re-categorisation from its current category of Metropolitan Major to a newly created category of “Metropolitan Major – High Growth”.

49. Council's case to be re-categorised to a newly created category is based on the following:
- Council asserts that it is the largest and one of the fastest growing local government areas in NSW, and
 - It undertakes several transformational projects, including projects funded from NSW Government and Western Sydney Infrastructure Grants.
50. Further, Council submits that the category of Metropolitan Major fails to account for the transformational nature of projects undertaken by Council, including the economic and strategic impacts for NSW, and impact on its local government area (LGA), which results in attracting new residents and people to the LGA.
51. The Tribunal notes that a new category, Metropolitan Major, was introduced in 2023, to address generally the issues raised in the current submission.
52. As explained in the Tribunal's letter inviting submissions, the Tribunal is required to review the categories at least once every three years. The Tribunal will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review process.
53. As such, the Tribunal is not persuaded at this time to create a new category.

54. **LGNSW** submitted that the Tribunal should, as part of its determination for the categorisation of councils, consider the demographic and economic shifts impacting the complexity of council operations, and the communities that councils serve.
55. The LGNSW submission provides examples of recent demographic shifts the Tribunal should consider, as factors affecting categorisation of councils, including:
- The NSW Government's Transport Oriented Development Program, where the resulting accelerated growth drastically increases demands on the strategic and infrastructure planning functions of councils affected
 - The Renewable Energy Zones, which drive tens of billions of dollars of investment in rural and regional LGAs, and creates additional impacts in said councils, including population growth and growing infrastructure for transport and utilities, or
 - The Renewable Energy Planning Framework, which includes benefit sharing guidelines for councils to ensure their communities share the benefits of the project and require additional responsibility and management from affected councils.
56. Section 240 of the LG Act notes that the Tribunal is to determine categories for councils and mayoral offices according to prescribed matters. One such matter is the 'nature and extent of the development of areas', which could reasonably be accepted to include the items listed by LGNSW.

57. However, this matter would also require a change to the categories' criteria, in order to identify areas of high development. As stated above, the Tribunal is not considering any modifications to the categories as part of the 2025 Annual Review process. However, the Tribunal will consider proposed modifications to categories as part of the 2026 Annual Review process.

Reclassification due to population thresholds

58. As was the case last year, the Tribunal reviewed applicable data as part of this review, to determine if any councils have met relevant benchmarks, therefore requiring a move in category.
59. The Tribunal identified that **Mid-Coast Council** met the population benchmark to be considered a Regional Strategic Area. As a result, Mid-Coast Council will be classified as a Regional Strategic Area in the 2025 Annual Determination.
60. The Tribunal will continue to monitor and review applicable data to ensure categorisation of councils remain consistent with the current criteria.

Submissions Received – Remuneration Structure

61. The current state of the remuneration structure continues to be a key issue of concern raised in submissions. A significant number of submissions received provide commentary on the structure, including examples of how it could be improved. These are addressed in the points below.

Fees for Deputy Mayors

- 62. The issue of fees for deputy mayors was once again raised.
- 63. Three submissions asserted that the position of deputy mayor should attract its own distinct independent fee, beyond the fee provided for in s.249(5) of the LG Act.
- 64. The Tribunal dealt with this issue in its 2024 Annual Determination at paragraph 53-55. It was noted that the Tribunal lacked the powers to implement changes to the fee structure that would include a distinct independent fee for the position of deputy mayor.
- 65. There has been no change to the legislation to permit such a change. Therefore, the Tribunal is currently unable to introduce a remuneration structure that would include a distinct independent fee for the position of deputy mayor.

Changes to the role of Mayors and Councillors

- 66. It was suggested that the current remuneration structure is not fit for purpose as it no longer recognises the roles and responsibilities required of councillors and mayors.
- 67. Multiple submissions, including the LGNSW's submission, highlighted how the role of the councillor and mayor have changed over the past 9 years. Submissions identified a variety of factors that have impacted the roles of councillors and mayors, including the impact of NSW Government

priorities and investments, and amendments to the LG Act (e.g. via the *Local Government Amendment (Governance and Planning) Bill 2016*).

68. It has been suggested that these changes have impacted the volume, nature and workload of the role, whilst remuneration has not been increased accordingly.
69. The recent submissions to the Tribunal, along with its own observations, highlight that the role of mayor in civic leadership, advocacy and representation has become more complex and demanding – an issue that must be addressed.
70. Community expectations are increasing on the mayor from both the council and the community to be seen and immediately present during times of natural disasters, major events or crisis.
71. Additionally, the disparity in the council categorisation between the annual fees for councillors and the mayor needs to be more consistent, so as not to be seen to be devaluing the role of mayor in some circumstances.
72. The Tribunal is not suggesting a fundamental review of the role of mayors and notes that people that enter local government representation do so from a sense of civic service, rather than remuneration.
73. However, the Tribunal has a statutory function, and not unlike the governing body of a council, mayors and councillors, its role, responsibility and functions are clear. The same can be said in relation to the clear functions of the general manager of a council.

74. As previously stated, many of the matters raised in both council and LGNSW submissions are beyond the remit of the Tribunal, and to a degree, were addressed in the 2023 determination.

Regional and Rural mayors and councillors

75. Several submissions, including LGNSW, also raised concerns regarding the inadequacy of the remuneration structure, for rural and regional councils.
76. Specifically, that the remuneration provided to regional and rural councillors does not reflect the significant stressors that regional and rural councils in NSW face and that consideration should be given to the additional demands placed on mayors and councillors in rural and regional councils.
77. One submission suggested that fees for rural councils should be commensurate with fees for regional and metropolitan councils – arguing that mayors and councillors, regardless of their location, are required to possess a wide range of skills and knowledge.

Fees set by councils

78. Submissions received by the Tribunal regarding the current state of the remuneration framework raised concerns about councils setting their own fees, asserting that it could potentially be seen as a conflict of interest.

79. It was suggested that a possible solution would be for the Tribunal to determine a fixed annual fee for mayors and councillors.
80. Whilst the Tribunal acknowledges and understands the concern raised, as explained in the 2024 Annual Determination at paragraph 68-69, such a change to the framework, to determine a fixed annual fee for mayors and councillors, would require legislative change.
81. As there has been no changes to the legislative scheme, it is not within the Tribunal's remit to determine a fixed annual fee for mayor and councillors' remuneration.

Request for a Review of the Remuneration Structure

82. For the reasons outlined above, several submissions suggested the Tribunal undertake a comprehensive review of the framework.
83. One submission went so far as to request the Tribunal recommend to the Minister for Local Government that a comprehensive review of the framework and LG Act be undertaken. Others suggested the Tribunal actively seek a referral from the Minister to undertake such a review.
84. The LG Act does not specify that the Tribunal is able to carry out a comprehensive review of the framework. As such, it is not within the Tribunal's remit to undertake such a review, unless such a function is conferred or imposed on it by the Minister, as per s.238(2) of the LG Act.
85. Should such a function be conferred on the Tribunal, it will of course carry out its functions and undertake a review.

Section 4 – 2025 Fees

ANNEXURE 4

Submissions – 2025 Fees

86. LGNSW's submission to the Tribunal advocated for an increase in the minimum and maximum fees payable to mayors and councillors of at least 4%, to:

- Assist in reversing the fee erosion which occurred under the previous NSW Public Sector Wages Policy
- Mitigate economic pressures and the rising cost of living
- Ensure councillors and mayors receive fair and reasonable remuneration for the work they perform, and
- Address historic undervaluation of the work performed by elected representative in local government in NSW.

87. Economic data provided to the Tribunal by LGNSW to support their claim for an increase of at least 4% included:

- An annual Consumer Price Index (CPI) increase of 3.8% for the 12 months to June 2024
- The Fair Work Commission (FWC) awarding a 3.75% increase to the minimum pay for modern awards, and increasing the national minimum wage to \$915.90, as well as the FWC's comments regarding the growing cost of living and deterioration of disposable income, and
- The rate peg for the 2025-26 financial year being between 3.6%-5.1%.

88. LGNSW also noted that the annual wage review, state wage case, award increases and the Independent Pricing and Regulatory Tribunal all had a clear theme on the increasing financial pressures on councils and its officers, which warrant increases in revenue and wages.
89. During its meeting with the Tribunal and assessors, LGNSW asserted that the current fees paid to mayors and councillors do not reflect their responsibilities. Nor do the current level of fees contribute to attracting a diverse range of candidates to stand for local government elections.
90. LGNSW also raised the issue of superannuation. It was contended that the payment of superannuation be mandated. Current arrangements require that a council pass a resolution at an open meeting to make such payments.
91. Four submissions received from individual councils directly addressed the issue of quantum increase to the minimum and maximum fees. These submissions sought an increase ranging from 3% to 10%.
92. The City of Sydney Council notes in its submission that it was not seeking an increase in fees payable for the Lord Mayor of Sydney.
93. The Tribunal is empowered under the s.241 of the LG Act to set minimum and maximum fees payable. It is then up to council to fix payment of annual fees for the mayor as outlined in s.249 of the LG Act.
94. It was suggested that the current fees, particularly in rural and remote communities, do not recognise or value the role of mayor and councillor,

with fees set at a level that is commensurate to unqualified or inexperienced personnel.

95. The Tribunal was provided with a number of examples to demonstrate the financial impact, by way of lost wages, under the current fee rates.
96. Furthermore, 4 submissions compared the remuneration for NSW mayors and councillors with mayors and councillors in Victoria and Queensland as well as state Members of Parliament. The figures were provided to the Tribunal to demonstrate that the remuneration for NSW mayors and councillors is lower than all comparison examples provided.
97. It was also asserted that the low level of fees set for mayors and councillors devalues the importance and responsibility of the roles, diminishing the work undertaken on behalf of the community and is a significant barrier as to why people do not run for council.

“If councillors were paid a full-time wage I would have run again. Nothing surer.”

98. Another submission suggested that fees need to reflect the part-time or full-time nature of the work carried out by mayors and councillors. The setting of fees at such a rate would appropriately recognise and value this important work, whilst also mitigating any financial loss incurred by those members of the community elected to carry out these critical functions.
99. Nine submissions supported an increase, whilst not making a direct comment on the quantum. Other submissions advocated for remuneration to be set at a level that:

- Is in line with responsibilities and challenges councillors' face
- Reflects the public profile and exposure of the role
- Reflects the growing complexity of the role
- Reduces the gap between minimum and maximum fees for each category
- Accounts for the rising cost of living challenges
- Reflects the commitment, accountability, workload, skills and knowledge required to perform the role of councillor and mayor regardless of location
- Establishes and maintains parity with mayors and councillors in other States and Territories
- Is 'determined outside of council so as councillors are not determining their own payments', and
- Overcomes economic barriers that prevent diverse members of the community from participating as a mayor or councillor.

Fee Increase

100. The Tribunal considered a range of factors in determining the amount to increase minimum and maximum fees payable to councillors and mayors. This included a wide range of economic data such as:

- Consumer Price Index for the 12 months to December each year
- Wage Price Index for the 12 months to December each year

- Full-time average weekly ordinary time earnings for the 12 months to November each year
- NSW Public Sector Salaries increases
- Local Government State Award increases
- IPART Rate Peg Base Cost Change
- Public Service Senior Executive remuneration determinations, by the Statutory and Other Offices Remuneration Tribunal, and
- State Members of Parliament Basic Salary remuneration determinations by the Parliamentary Remuneration Tribunal.

101. On this occasion the Tribunal has determined that a **3%** increase will apply to the minimum and maximum fees applicable to existing categories.

Conclusion

102. The Tribunal's determination has been made with the assistance of the Assessors, Ms Kylie Yates and Mr Brett Whitworth.
103. Determination 1 sets out the allocation of councils into each of the categories as per s.239 of the LG Act.
104. Determination 2 sets out the minimum and maximum fees paid to councillors and mayors and chairpersons of county councils as per s.241 of the LG Act.
105. The Tribunal acknowledges and thanks the Remuneration Tribunal secretariat for its excellent research and support to facilitate the successful completion the 2025 Annual Determination.



Viv May PSM

Local Government Remuneration Tribunal

Dated 17 April 2025

Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2025

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland

- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (22)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella

Regional Strategic Area(5)

- Lake Macquarie
- Maitland
- Mid-Coast
- Shoalhaven
- Tweed
- Hawkesbury
- Lismore
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

Regional Rural (14)

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Hilltops
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Muswellbrook
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (16)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Inverell
- Leeton
- Moree Plains
- Murray River
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River

- Forbes
- Gilgandra
- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine
- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2025

The annual fees to be paid in each of the categories to Councillors, Mayors, Members, and Chairpersons of County Councils effective on and from 1 July 2024 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	31,640	46,420
Major CBD	21,120	39,100
Metropolitan Major	21,120	36,970
Metropolitan Large	21,120	34,820
Metropolitan Medium	15,830	29,550
Metropolitan Small	10,530	23,220

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	193,650	254,810
Major CBD	44,840	126,320
Metropolitan Major	44,840	114,300
Metropolitan Large	44,840	101,470

Metropolitan Medium	33,630	78,480
Metropolitan Small	22,420	50,650

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	21,120	36,690
Major Strategic Area	21,120	36,690
Regional Strategic Area	21,120	34,820
Regional Centre	15,830	27,860
Regional Rural	10,530	23,220
Rural Large	10,530	18,890
Rural	10,530	13,930

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	44,840	114,300
Major Strategic Area	44,840	114,300
Regional Strategic Area	44,840	101,470
Regional Centre	32,940	68,800
Regional Rural	22,420	50,680
Rural Large	16,820	40,530
Rural	11,210	30,390

County Councils

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Water	2,090	11,620
Other	2,090	6,930

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Water	4,490	19,080
Other	4,490	12,670

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).



Viv May PSM

Local Government Remuneration Tribunal

Dated: 17 April 2025

Appendices

ANNEXURE 4

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development

- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

Contact: Ben Van Kesteren
Reference: DOC25/142104

The General Manager

Greater Hume Shire Council

mail@greaterhume.nsw.gov.au

16 June 2025

Dear Colin,

Proposal to merge the Albury and Greater Hume Shire Local Emergency Management Committee meetings

The Albury City and Greater Hume Shire (GHS) Local Emergency Management Committees (LEMC) play a vital role in ensuring the safety and preparedness of our community. We highly value the collaborative spirit we share with Greater Hume Shire Council, particularly through our joint LEMC meetings.

As you know, our current schedule involves two joint LEMC meetings annually, alongside two standalone Albury City and GHS LEMC meetings. While this arrangement has served us well, we are continually seeking ways to enhance efficiency and strengthen our regional emergency management capabilities.

At our 8 May 2025 joint LEMC meeting, a committee member formally raised the prospect of merging the two individual LEMC meetings to be 'joint' meetings.

Considering the significant benefits of our current collaboration, including the shared expertise and the seamless coordination among our overlapping emergency service agencies, Albury City Council would like to propose an expansion of our joint meeting schedule.

We formally invite Greater Hume Shire Council to join Albury City Council for **all four annual LEMC meetings, commencing in 2026.**

We believe that holding all four meetings as joint sessions would offer several key advantages:

- **Enhanced Collaboration:** A fully integrated meeting schedule would foster even deeper collaboration and information sharing between our councils and emergency service agencies.

- **Optimised Resource Utilisation:** By consolidating our meetings, we can collectively reduce the resource-intensive nature of separate planning and attendance, leading to greater efficiency for both councils. Albury City would continue to offer administrative support with agenda preparation and minute taking at LEMC meetings.
- **Streamlined Decision-Making:** A unified approach to all LEMC discussions would further streamline decision-making processes and ensure consistent emergency preparedness across our shared operational areas.

We are confident that this change would significantly benefit both our communities by strengthening our collective emergency response framework.

I welcome any questions or clarifications regarding this proposal, please do not hesitate to reach out to me on 0401 948 627 or 02 6023 8159.

Thank you for considering this important proposal. We look forward to your positive response and the continued strengthening of our inter-council collaboration.

Kind regards,



Ben Van Kesteren
Local Emergency Management Officer

From: [Noreply](#)
To: ["Jodie Hoffmann"](#)
Subject: RE: Proposed road closure Walla Walla
Date: Thursday, 12 January 2023 11:44:00 AM
Attachments: [image001.jpg](#)

Dear Jodie,

Apologies for the delay in my response, I can advise that Council are reviewing the decision to either construct a through road or an appropriately constructed colder sac at the end of Wenke Dr Walla.

Either option will enable large vehicles to turn around.

If you have any further enquires in relation to this matter please email
mail@greaterhume.nsw.gov.au

Kind Regards,

Amanda Williams
Engineering Administration Officer
Greater Hume Council
39 Young St
PO Box 99
Holbrook NSW 2644
T 02 6036 0100



www.greaterhume.nsw.gov.au

Disclaimer - This email and attached files may contain information that is confidential and/or subject to legal privilege. If you receive this e-mail and are not the intended addressee please delete and notify sender immediately. Views expressed in this message are those of the individual sender and not necessarily the views of Greater Hume Council.

From: Jodie Hoffmann [<mailto:silkiechick73@hotmail.com>]
Sent: Monday, 12 December 2022 9:01 PM
To: MailMailbox <mail@greaterhume.nsw.gov.au>
Subject: Proposed road closure Walla Walla

To whom it may concern,
I write to you in regards of the proposed road closure, importantly the road separating Lot 2 DP828738 from Lot 73 DP 851613 Walla Walla.
I live in 23 Wenke Street Walla Walla.
I have wonder how the garbage collectors will turn around????
Will the road closure be a " hard close" at the end of the current pavement.
All the best,
Jodie Hoffmann

Have Your Say Form - Proposed Road Closure, Walla Walla

ANNEXURE 6



Submission date: **23 January 2023, 9:00PM**

Receipt number: **HYSPRCWWEB1**

Related form version: **1**

Have Your Say - please provide your comments/suggestions/opinions on the following

Proposed Road Closure, Walla Walla

What is your name (first and surname)?

ross hoffmann

What is your phone number?

0437695898

What is your email address?

ross-hoffmann@hotmail.com

What is your address? (inc Street/Rural Number)

23 wenke street

I live in

Walla Walla

If other, name town/village/area

Your Suggestions and/or Comments

To whom in may concern,

My problem with this closure of the Eastern end of Wenke street is how is the garbage trucks and delivery trucks going to turn around in the street safely. The street is very narrow (compared to the other end of Wenke street), in a car you have to do a three point turn as it is, so how is a truck going to turn around.

Is a roundabout in the planning to make this a more truck and car friendly Street.

At the moment there is a roundabout that is been used which is on part of the Road that is to be closed.

From: [Noreply](#)
To: ["ross-hoffmann@hotmail.com"](mailto:ross-hoffmann@hotmail.com)
Subject: Re: Proposed Road Closure - Wenke St Walla
Date: Wednesday, 25 January 2023 4:31:00 PM
Attachments: [image001.jpg](#)

Dear Ross,

I can advise that Council are reviewing the decision to either construct a through road or an appropriately constructed colder sac at the end of Wenke Dr Walla.

Either option will enable large vehicles to turn around.

If you have any further enquires in relation to this matter please email mail@greaterhume.nsw.gov.au

Kind Regards,

Amanda Williams
Engineering Administration Officer
Greater Hume Council
39 Young St
PO Box 99
Holbrook NSW 2644
T 02 6036 0100



www.greaterhume.nsw.gov.au

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Bridge Naming Policy

Document Name	Document Version Number	Review Date
Bridge Naming Policy	1.0.1	August 2023
Date Adopted	Minute Number	Status
23 October 2019	5433	Revised

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Purpose

To state a basis upon which Council determines the names of bridges within the Greater Hume.

Scope

The policy applies to all future naming of bridges within the Greater Hume Council area.

Definitions

Nil

Policy Content

Bridge names should be unique to the area and not duplicated within the shire or adjoining local government areas.

Preferred sources for names include:

- Aboriginal names
- Local history
- Early explorers, settlers, or other eminent persons
- War/casualty lists
- Thematic names such as flora, fauna or ships.

All naming will be subject to a Council report [and two weeks advertisement for public comment.](#)

The origin of each name should be clearly stated and recorded.

The Local Aboriginal Land Council should be consulted when choosing Aboriginal names.

Names of living persons should not be used.

Names which are offensive or likely to give offence, are out of place, or commercial/company names should be avoided.

Names should be reasonably easy to read, spell and pronounce.

That Council proceed with the naming of a bridge only upon request from the community (community groups or individuals).

It is Council's intent to only name significant bridges on regional roads and significant bridges within towns.

The signage must include the waterway name above the bridge name.

Council to contact relevant historical societies, local aboriginal land council and community groups for their input as required and that the names are unique and relevant to the area.

Links to Policy

Nil



Bridge Naming Policy

Links to Procedure

Nil

Links to Forms

Nil

References

[Nil](#)

[NSW Addressing User Manual \(AUM\)](#)

http://www.gnb.nsw.gov.au/data/assets/pdf_file/0018/202581/GNB_Ref_Guide_Government.pdf

Responsibility

Director Engineering

Document Author

Director Engineering

Relevant Legislation

Nil

Associated Records

Nil

From: Sarah McKay
Sent: Tuesday, 22 July 2025 10:07 AM
To: MailMailbox
Subject: Middleton Park

Attn: Greg Blackie

Thank you for your time on the phone regarding the removal of playground equipment at Middleton Park on Balfour St Culcairn.

I understand that the play equipment was removed due to safety standards and I was advised by Ken that this would not be replaced due to lack of council funding.

I am rather annoyed that there has been no community consultation regarding this. My children accessed this park on their way to and from school and can safely get there independently without crossing a major road.

I feel this park has been removed without any consideration of the community needs. This park gave our kids somewhere to meet their friends and hang out on their way to and from school safely. It was a community space that has now been taken away. It would be great if it could be replaced with a similar size equipment. It is also a good place for visitors to the hospital to spend some time with elderly residents when visiting. I understand that there is a park at the railway and the recreation ground. Both of these require supervision to cross the busy main roads and they are out of the way and not as safe being not easily visible within the residential setting.

Culcairn is severely lacking facilities for our families and now this park has been taken away. I am quite disappointed as a home owner in this region, as this has not given me much hope for the future of Culcairn, especially for our future youth. We want our children to be independent and able to socialise with other children, like I am sure you did back in the day. What hope do we have as a community who takes away a children's playground and doesn't consider the health impacts on a community by doing this. Children need time outside, to be social and feel connected with their community and nature. I am disappointed with this decision given the important link to mental health and wellbeing for young people in our community. We all know the links to mental health with too much screen time, and how limited movement results in health concerns. Another problem is being created by taking away these facilities.

I am also concerned with the smoking and littering of butts happening in the park by hospital staff. I would like to see some signage installed so my kids can get to and from school without seeing people smoking in a public space and the dirty butts littering the ground.

I don't want to come across as abrupt, however I am one to stand up for community and advocate for what I believe in. I hope you can pass on my concerns to the general manager and raise this at the next council meeting.

Thank you
Sarah McKay

Schedule of the Director Corporate Community Services' Schedule of Information to Council Meeting -
Wednesday 20th August, 2025.

COMBINED BANK ACCOUNT FOR THE MONTH ENDED 31st July 2025

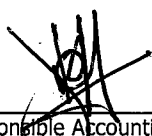
CASHBOOK RECONCILIATION

	General Fund	Trust Fund
General Ledger Cashbook Balance as at 1st July 2025	-36,215.73	41,020.33
Cashbook Movement as at 31st July 2025	-43,076.76	-598.25
Less: Term Deposits included in Cashbook Balance (Trust only)	0.00	0.00
General Ledger Cashbook Balance as at 31st July 2025	<u>-79,292.49</u>	<u>40,422.08</u>

BANK STATEMENT RECONCILIATION

Bank Statement Balance as at 31st July 2025	NAB	-\$5,666.07	40,422.08
	Hume	\$1,030.00	
	Bendigo	\$40.00	
	WAW	\$0.00	
	Total	<u>-4,596.07</u>	<u>40,422.08</u>
(LESS) Unpresented Cheques as at 31st July 2025		-76,222.16	0.00
(LESS) Unpresented EFT Payments as at 31st July 2025		0.00	0.00
PLUS Outstanding Deposits as at 31st July 2025		1,525.74	0.00
PLUS / (LESS) Unmatched Cashbook Transactions 31st July 2025		0.00	0.00
Cashbook Balance as at 31st July 2025		<u>-79,292.49</u>	<u>40,422.08</u>

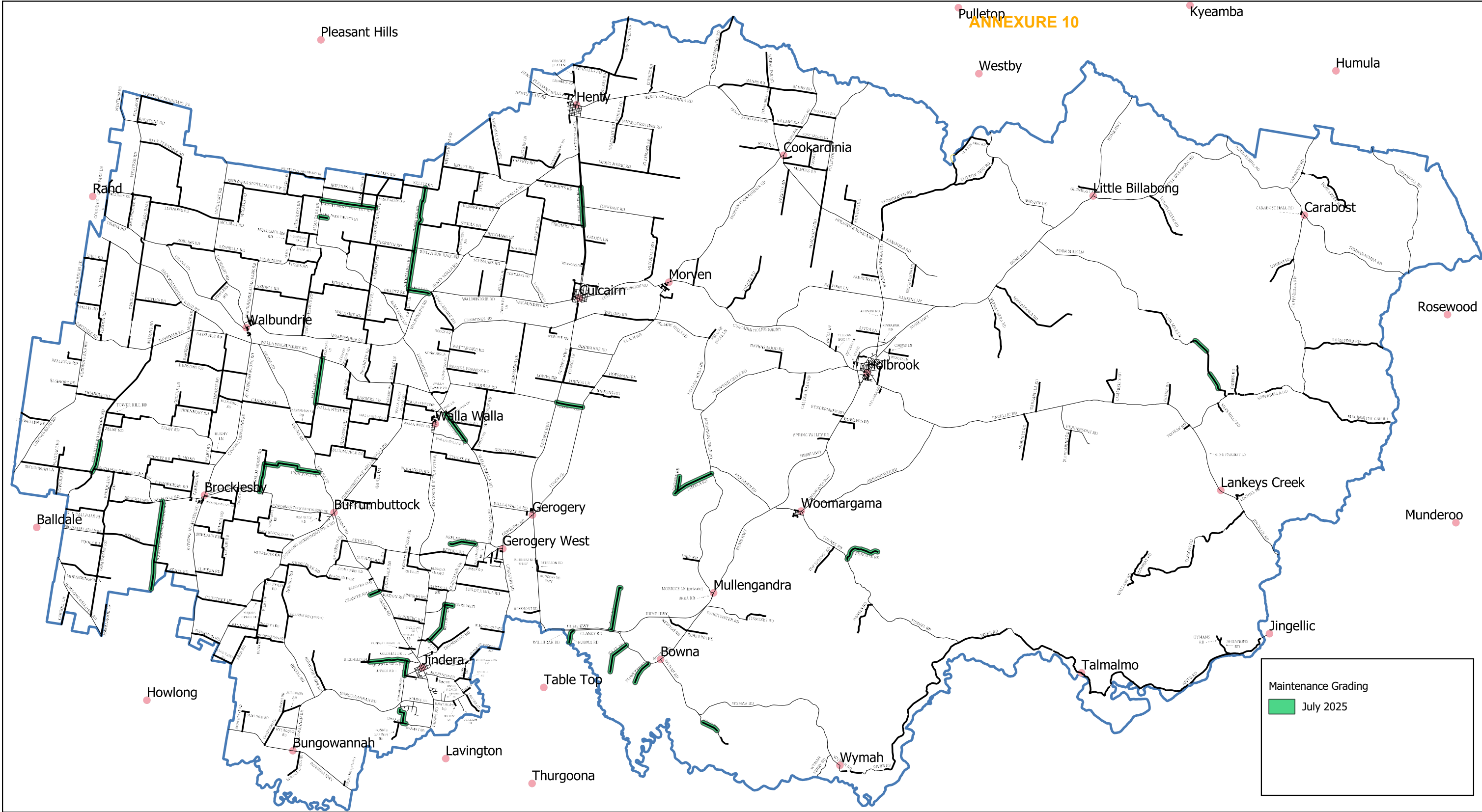
I certify that all of Council's surplus funds have been invested in accordance with the Act, the regulations and Council's investment policies and that all cheques drawn have been checked and are fully supported by vouchers and invoices and have been certified for payment.


 Responsible Accounting Officer
 5 August 2025

This is page no.1 of Schedule No.1 of the Director Corporate & Community Services' Schedule of Information to Ordinary Council Meeting held on 20th August 2025

GENERAL MANAGER

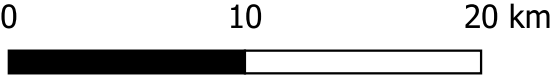
MAYOR



Greater
Hume
Council

Greater Hume Local Government Area

Maintenance Grading 2025 - July



Electronic Version is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy verify that it is the current version.

Document Name	Working doc file path	Version Number	Date of Issue	Review Date
Maintenance grading July 25	G:\Projects&Maps\## Maintenance Grading\Maintenance Grading.gqz	1	2025-08-11	2026-08-11

Applications Approved



c_dm073

Approved Between 1/07/2025 and 31/07/2025

05/08/2025

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days	
DA/2023/18	Applicant: Habitat Planning Pty Ltd 80 Goulburn ST JINDERA Lot: 2612 DP: 708334 Lot: 1 Sec: 23 DP: 758544 Lot: 2 Sec: 23 DP: 758544	Section 4.55(1A) Modification of Development Consent 10.2023.18.1:	\$0	16/06/2025	Approved	21/07/2025	36	0	36
DA/2025/38	Applicant: R L Duff 19 Shea RD MULLENGANDRA Lot: 1 DP: 770488	Construction of Boundary Fence	\$25,000	22/04/2025	Approved	11/07/2025	81	40	81
DA/2025/43	Applicant: B Hutchinson 59 Gordon ST CULCAIRN Lot: 562 DP: 1159099	New Industrial Warehouse Office & Amenities Building	\$868,725	30/04/2025	Approved	14/07/2025	51	25	51
DA/2025/54	Applicant: G R Snell Smith ST HENTY Lot: 163 DP: 753741	Dwelling Demolition and New Dwelling	\$46,920	10/06/2025	Approved	10/07/2025	31	0	31
DA/2025/56	Applicant: N J Wells 3832 Riverina HWY BUNGOWANNAH Lot: 2 DP: 1100281	New Dwelling & Farm Shed	\$495,055	4/06/2025	Approved	1/07/2025	28	0	28
DA/2025/58	Applicant: Habitat Planning Pty Ltd 1017 Urana RD JINDERA Lot: 102 DP: 778051	Two (2) Lot Torrens Title Subdivision—Under Clause 4.2	\$0	10/06/2025	Approved	31/07/2025	52	0	52
DA/2025/60	Applicant: D J Nadebaum 20 Market ST WALLA WALLA Lot: 156 DP: 1267493	New Shed	\$100,000	12/06/2025	Approved	10/07/2025	29	0	29

Applications Approved



c_dm073

Approved Between 1/07/2025 and 31/07/2025

05/08/2025

Application No.	Location	Development Type	Est. Cost	Received	Determination		Total Elapsed Days	Stop Days	Adjusted Elapsed Days
DA/2025/61	Applicant: W Deppeler 1 Salzke st JINDERA Lot: 5113 DP: 1310539	New Shed	\$69,000	18/06/2025	Approved	16/07/2025	29	0	29
DA/2025/63	Applicant: L G Merkel 11 Commercial ST WALLA WALLA Lot: 6 DP: 13623	Detached Portable Studio Craft Room	\$16,390	20/06/2025	Approved	12/07/2025	23	0	23
CDC/2025/22	Applicant: Public Works Advisory 119 Albury ST HOLBROOK Lot: 1 DP: 658973	Commercial Building Demolition & Associated Works	\$0	22/05/2025	Rejected	11/07/2025	51	0	51
CDC/2025/25	Applicant: A P Garratt 257 Hueske RD JINDERA Lot: 1 DP: 1279635	New Swimming Pool	\$49,650	14/07/2025	Approved – Private Certifier	14/07/2025	1	0	1
CDC/2025/26	Applicant: J L Gilcrist 36 Wagner DR JINDERA Lot: 5103 DP: 1310539	New Dwelling & Garage	\$491,840	2/07/2025	Approved – Private Certifier	2/07/2025	1	0	2
CDC/2025/30	Applicant: S D Davis 1 Pfeiffer st JINDERA Lot: 5102 DP: 1310539	New Dwelling	\$407,190	23/07/2025	Approved – Private Certifier	23/07/2025	1	0	1

Report Totals & Averages

Total Number of Applications : 13

Total Estimated Cost : 2,569,770.00

Average Elapsed Calendar Days: 33.85

Average Calendar Stop Days: 5.00

Average Adjusted Calendar Days: 28.85

Total Elapsed Calendar Days: 440.00

Total Calendar Stop Days: 65.00

Total Adjusted Calendar Days: 375.00

Director Environment & Planning

Minutes Brocklesby Focus Group Meeting 12th May 2025

ANNEXURE 12

Meeting opened at 7.32 pm.

Present: Neil Schilg, Heather Drew, Robyn Severin, Ruth Shipard, Ron Koschitzke, Kerralee Schilg, Jessica I'Anson, Greg Koschitzke, Cr Ashley Lindner, Cr Jenny O'Neill, Jordan Schilg.

Apologies:

Brian Liston. Moved Kerralee Schilg, seconded by Jess I'Anson. Carried.

Minutes: No Minutes were read.

Moved: Robyn Severin, seconded Ron Koschitzke, Carried.

Business Arising

Correspondence

Outward:

- Emails to Focus Group list.
- Email, to Acting GM, Colin Kane re closure of the School of Arts Hall.

Inwards:

- Emails GHS, Kerry Wise, re What's happening in the shire.
- Email, GHS, newsletter.
- Emails, Emily Jones, re Community development meeting. Australia Day nominations invitation.
- Email, Acting GM, Colin Kane response to Hall closure.

Inward correspondence accepted and Outward correspondence confirmed as per the agenda. Moved: Kerralee Schilg, seconded Greg Koschitzke. Carried.

Reports:

Treasurer

Heather reported a reconciled balance as of 17-4-25 of \$6423.34.

Moved: Heather Drew, seconded Kerralee Schilg. Carried.

Rec. Ground.

Jessica reported that everything is progressing at the Tennis and Netball courts. A big thank you to everyone that volunteered their time and/or use of their equipment.

Waiting on the fencing to be carried out around the tennis courts. Asphaltting has been done around the Rec ground with roadways and some parking areas now sealed.

Greater Hume Shire:

Cr Lindner visited the Recreation ground to check out the asphaltting and the completed stretch of the Brocklesby-Balldale Road. Strategic Plan was well supported, and a draft copy is on the GHS web site for reviewing. Recruitment for a new General Manager for GHS commences in July.

General Business:

1. Discussion was held regarding the closure of the School of Arts and what GHS is planning for its future. A motion was moved by Jess I'Anson and seconded by Ruth

Shipard that a letter be written to the GM and cc'd to the Mayor and Deputy Mayor requesting a timeline of when the report will be written and notifying our community of the outcome. Stating in the letter, the community's disappointment with the lack of communication and internally within the Council of information passed on to us, using the word condemned at one level and another level using the word closure.

2. Greg conveyed his disappointment with the state of Blacksmith Park, which has been earmarked for an upgrade. When is this going to take place?
3. Robyn commented on the young pine trees growing in the table drain along the Brocklesby-Burrumbuttock Road, concerned about the problems they will cause as they get older.
4. Discussion was held regarding the state of the dirt roads in the community, Ryans Lane and Howlong Goombargana Road featuring and money wasted re-sheeting a section of Selby Road along with concerns regarding the new intersection of Ryans Road, Gum Swamp Road and Balldale Road being aligned awkwardly for trucks and farm implements to negotiate.

Meeting closed at 8.11 pm. Next meeting is on 11th August 2025

**CULCAIRN COMMUNITY DEVELOPMENT COMMITTEE MEETING 15TH JULY 2025, 7PM AT
'OLD LIBRARY' CULCAIRN MEMORIAL HALL**

PRESENT: Glenn Davis, Annette Schilg (Councillor), Michelle Godde, Philip McCartney and Kirsty Wilksch

APOLOGIES: Ken Scheuner, Paul Wilksch, Ben Hooper, Brian Liston, Jennifer Christensen, Les Fraser, Nicole Pope, these were accepted on the motion of Michelle, seconded Glenn, carried.

MINUTES OF THE PREVIOUS MEETING 17TH JUNE 2025 were accepted on the motion of Michelle, seconded Phil and carried.

BUSINESS ARISING FROM THE MINUTES

1. Hume Grant of \$500-Michelle has purchased stationery items for the Billabong High School classes and distributed them. She will organise a photo to put in the Oasis.
2. Railway Station Master's house/Museum. Letter from Colin Kane, Council holds the lease and is responsible for the upkeep of it. Glenn encouraged to put in a Customer Request via Council website about the rotting front veranda.
3. Annette mentioned the 'Settlement Strategy' another community workshop Thursday 17th July-4.30 to 5.30pm at the Culcairn Council chambers. Go along if you can!

CORRESPONDENCE OUT-letter of support for the new Medical Hub-refurbishment of the inside- Council going for a CLUB grant.

INCOMING-Phil and Council grant writer Jessica Barr-Smith have been exchanging emails for the FRRR grant application.

GENERAL BUSINESS

1. Bald Archy-Phil and Michelle to present a powerpoint to the Rotary Club in Holbrook Thursday 17th July about our support for the exhibition-colouring competition for the primary school kids with an awards night held at the exhibition and a paint and sip for the adults (Michelle organising that) along with helping to 'man' the door.
2. 'Just a farmer' movie night-25th July, still seats on the bus! Spread the word.
3. 'All hands on deck'- 8th August -12noon-4pm, spread the word!!
4. FRRR grant-Michelle, Phil and Kirsty met up with Jessica Barr-Smith 2 weeks ago for a walk along the area to the silos. Very positive, she has asked for letters of 'partnership' from the Pub and Bakery. Michelle has been to the Pub and Phil will speak to Paul at the Bakery once he is back. We will contact Ruth Davys from the Albury Aboriginal Land Council for a letter of support. Mary Hoodless (consultant) and the Chair of Albury Regional Development will also write letters of support. The grant application will be combined -our Railway Park and the Henty Header Museum so that the amount applied for is for the minimum of \$500,000. (Stage 1)
5. Shades of the Plaza-Ben has done a mock up for us using GX Outdoors product-Pandanus. (will send around separately) Look at it, any questions, contact Phil so that next meeting we can make a decision about it. A couple of questions-Counter lever more? Do we have cut outs on the 'leaves'? Longevity of the leaves?

ANNEXURE 12

6. Bendigo Bank-Phil, Ken and Kirsty went up and saw Stefanie Bedgood, and opened a new account with them. Bendigo Bank has put \$6 million into the Henty community. You can access their accounts through Australia Post, so cash businesses could make the switch- the idea of a sub branch is a long term project, Phil has passed on contacts of the 2 empty shops in Culcairn for a pop up shop-
7. Morven Solar Farm, the company has a Social Impact survey. Phil to ask for questions from them and send them around our committee, with answer suggestions. If you have other suggestions please let Phil know.
8. Culcairn to Corowa Rail Trail, Phil to keep in contact with the committee in Walla about it and will report back. A long term project!
9. Flower pots in town. Kirsty contacted the Gardening Club. They have an “adopt a pot” scheme. Pots are being watered etc. We need one additional person to look after a pot. Maybe discuss with Paul?

MEETING CLOSED 8.45pm

NEXT MEETING 19TH AUGUST, 7PM, CULCAIRN COUNCIL CHAMBERS.