

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

MAYORAL MINUTE.....	5
NOTICE OF MOTIONS	5
OFFICERS' REPORTS – PART A - FOR DETERMINATION	6
ENVIRONMENT AND PLANNING.....	6
1. PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT 163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER_003D.....	6
2. DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1 DP562787 – 1 SLADEN STREET HENTY	15
GOVERNANCE.....	29
1. CONTINUATION OF THE APPOINTMENT OF COLIN KANE AS ACTING GENERAL MANAGER	29
2. DELEGATION OF AUTHORITY TO THE GENERAL MANAGER AND MAYOR	31
3. 2024 COMMUNITY SURVEY	32
4. APPOINTMENT OF MARY HOODLESS KAROO CONSULTACY – REVIEW COMMUNITY STRATEGIC PLAN	38
5. PROPOSED METHOD OF SALE OF 24 LOTS RESIDENTIAL ESTATE – KINVARA RESIDENTIAL ESTATE, CULCAIRN.....	42
CORPORATE AND COMMUNITY SERVICES.....	44
1. REQUEST TO WAIVE MEETING ROOM HIRE FEES	44
2. NOMINATION OF COUNCILS NATIVE TITLE MANAGER	46
3. COMMUNITY ENGAGEMENT STRATEGY 2025.....	47
4. POLICY ADOPTION	48
5. POLICY ADOPTION	50
6. INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024.....	52
ENGINEERING	64
1. PART A - LICENCE – LOT 5 DP 250901 BAIRD STREET CULCAIRN	64
2. REQUEST TO WAIVER CONTRIBUTION COSTS TO KERB AND CHANNEL CONSTRUCTION IN DIGHT ST JINDERA.....	67

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

3.	REALLOCATION OF FUNDING FOR ADDITIONAL SHADE STRUCTURES AT THE ADVENTURE PLAYGROUND AT JINDERA.....	69
4.	JINDERA ADVENTURE PLAYGROUND – CARPARK UPGRADE PROJECT AND DIGHT ST RECONSTRUCTION PROJECT – TREE REMOVAL OBJECTIONS.....	71
5.	REGIONAL ECONOMIC DEVELOPMENT AND COMMUNITY INVESTMENT PROGRAM - GRANT APPLICATION JINGELIC ROAD.....	74
	ITEM TO BE REFERRED TO CLOSED COUNCIL	79
	CORPORATE AND COMMUNITY	79
1.	REQUEST TO AMEND WATER CONSUMPTION FOR MARCH 2024 TO JUNE 2024.....	79
	GOVERNANCE.....	80
1.	RELEASE OF TRUST FUNDS TO THE CULCAIRN LOCAL AREA HEALTH COMMITTEE FOR THE PURCHASE OF BUILDING AT CULCAIRN FOR HEALTH-RELATED PURPOSES.....	80
	OFFICERS’ REPORTS – PART B – TO BE RECEIVED AND NOTED	82
	CORPORATE AND COMMUNITY SERVICES.....	82
1.	COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 JANUARY 2025	82
2.	2022/2026 DELIVERY PLAN AND 2024-2025 OPERATIONAL PLAN – REPORT AS AT 31 DECEMBER 2024.....	88
3.	AUDIT RISK AND IMPROVEMENT COMMITTEE.....	89
	ENVIRONMENT AND PLANNING.....	99
1.	GREATER HUME COUNCIL SETTLEMENT STRATEGY	99
	PART C - ITEMS FOR INFORMATION	102
	GOVERNANCE.....	102
1.	TOURISM AND PROMOTIONS REPORT – DECEMBER 2024 / JANUARY 2025	102
	CORPORATE AND COMMUNITY SERVICES.....	108
1.	GREATER HUME LIBRARY SERVICES	108
2.	STATEMENT OF BANK BALANCES AS AT 31 ST JANUARY 2024.....	110
	ENGINEERING	111
1.	DECEMBER & JANUARY REPORT OF WORKS.....	111
	ENVIRONMENT AND PLANNING.....	115

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

1. DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF DEC 2024 & JANUARY 2025
115

PART D 116

COMMUNITY MEETING- MINUTES 116

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

MAYORAL MINUTE

Nil

NOTICE OF MOTIONS

Nil

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

OFFICERS' REPORTS – PART A - FOR DETERMINATION

ENVIRONMENT AND PLANNING

1. **PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT 163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER 003D.**

PLANNING PORTAL REFERENCE NUMBER: PP-2024-2558
COUNCIL PLANNING PROPOSAL NUMBER: PP-2024-2558

**Report prepared by Director Environment and Planning – Colin Kane and
Town Planner – Gayan Wickramasinghe**

REASON FOR REPORT

The purpose of this report is to seek a resolution from Council to proceed with a planning proposal to reclassify the above-mentioned Council-owned site, also known as '*Commander Holbrook Park*,' from community to operational land, extinguish its public park status, and note that change under Schedule 4, Part 2 of the Greater Hume Local Environmental Plan (GHLEP) 2012.

Once the land reclassification is completed, the existing local heritage item of significance, also known as the '*Submarine, scale model*,' will be relocated from the above development site to 17 Wallace Street, Holbrook, on Lot 2 DP 804402. Therefore, the resolution also seeks to amend Schedule 5, Part 1 of the GHLEP 2012 and the associated heritage map 'HER_003D' to reflect this change.

REFERENCE TO DELIVERY PLAN

The following strategies have direct or indirect connection with the proposed reclassification as outlined in the Greater Hume Council Community Strategic Plan 2022-2032:

- Support local job creation by creating industrial areas and employment opportunities;
- Encourage social enterprises and businesses to grow local employment.

DISCUSSION

Council is required to classify all public land as either "*Community*" or "*Operational*" under the provisions of sections 25 and 26 of the Local Government Act, 1993. Community land is land used for a public purpose, while operational land is land that facilitates the functions or operations of Council (**Figure 1**) (e.g., works depots, garages, etc.). Council can sell operational land; however, community land cannot be sold, must be categorised (for example, as general community use or as a park), and must be included in a plan of management.

On 21 February 2024, Council's Director of Environment and Planning presented a report outlining that Habitat Planning informed Council of their wish to reclassify '*Commander Holbrook Park*' on behalf of the owner of the existing supermarket operating at 155 Albury Street, Holbrook, on Lot 13 DP 827736. The site is Council-owned and classified as community land, and the purpose of the reclassification and subsequent sale of the land is to expand the adjoining hardware business and construct a new IGA supermarket (**Figure 5**).

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT 163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER_003D. [CONT]

At that meeting Council resolved that:

1. *“Indicates that it is in agreement that a planning proposal be undertaken to reclassify Commander Holbrook Park from community land to operational land;*
2. *Will be informed by community consultation through this process;*
3. *Agrees that owners of Holbrook IGA will meet all associated costs to undertake the planning proposal;*
4. *Will receive further reports in relation to the outcome of the planning proposal and possible future sale of the land.”*

In line with the above resolution, Habitat Planning (the applicant here after) has lodged a planning proposal (**ANNEXURE XXX**) to reclassify the above mentioned allotment via the Planning Portal.

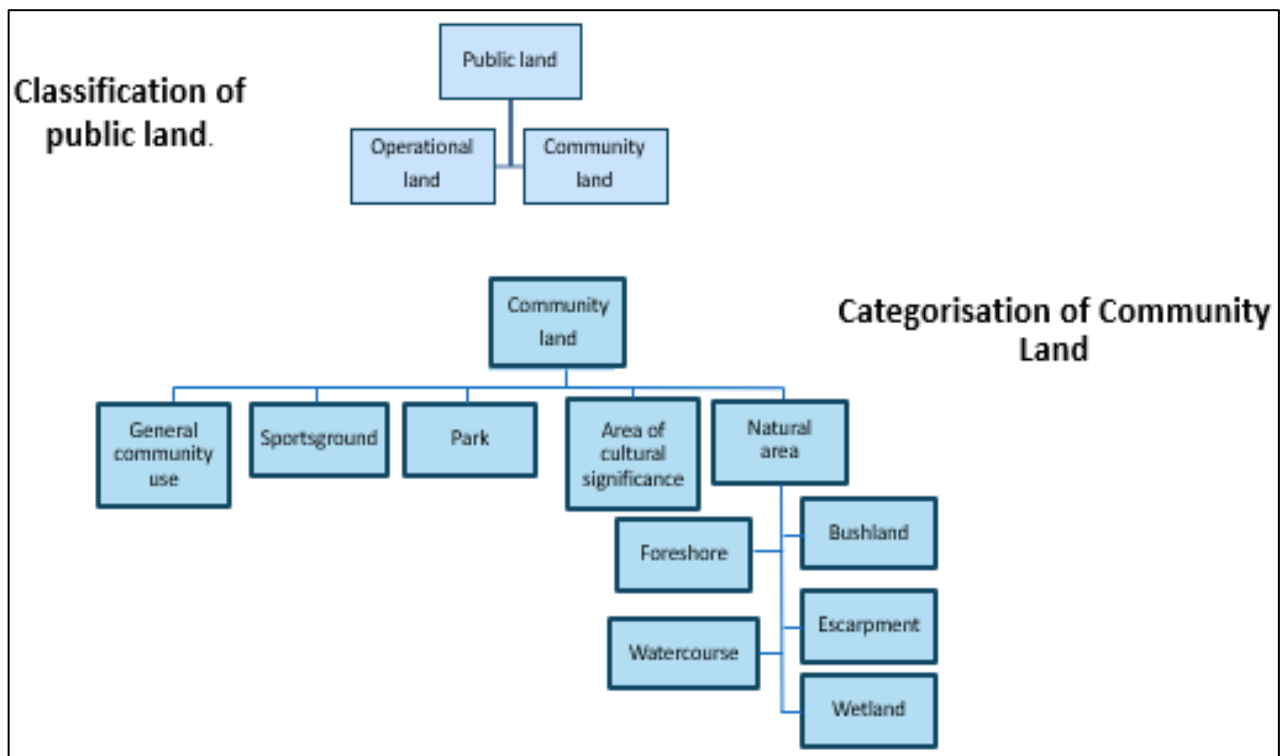


Figure1 – Classification of Council owned public land and categories of community land

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT
163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN
ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER_003D. [CONT]

The planning proposal has been prepared in accordance with the following documents:

1. Local Environmental Plan Making Guideline- NSW Department of Planning and Environment (August 2023); and
2. LEP Practice note (PN 16-001) relating to the classification and reclassification of public land through a local environmental plan.

The subject land is currently zoned RU5 Village pursuant to the GHLEP 2012, as indicated below, and has a total area of 1,363sqm according to Council's GIS Mapping System. The site contains a local heritage item of significance, No. 1118, also known as the 'Submarine, scale model.' Should Council resolve to classify the land as 'operational' land, it will retain the existing RU5 land use zone and the provisions related to its listing as a heritage item under the GHLEP 2012 (**Figures 2 and 3**).



Figure 2 - 163 Albury Street also known as 'Commander Holbrook Park.'

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT
163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN
ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER_003D. [CONT]



Figure 3 - 163 Albury Street also known as 'Commander Holbrook Park' with applicable zoning controls.

The consequential amendment to the above proposal is to relocate the local heritage item of significance, No. 1118, from the subject development site to the adjoining Lot 2 DP 804402, located across the other side of Wallace Street, also known as 'Germanton Park' (**Figure 4**).

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT 163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER_003D. [CONT]



Figure 4 – Proposed relocation of ‘Submarine, scale model’ also known as local heritage item 1118 to 17 Wallace Street, Holbrook also known as ‘Germanton Park’ by applicant.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT
163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN
ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER_003D. [CONT]

The planning proposal documentation includes the indicative layout of the proposed supermarket, retail premises, and associated car parking arrangements. It is noted that the existing RU5 zone permits a shop to be erected under the commercial premises land use definition within that zone, subject to consent.



*Figure 5 –
Proposed
expansion of
the shop and
associated
carpark by
applicant.*

The planning proposal discusses two alternative options that may achieve the same outcome without needing to amend the GHLEP 2012. The applicant further argues that, due to numerous site constraints and the scale of the proposed development, the planning proposal is the best means to achieve the ultimate outcome.

The applicant, in their planning proposal correspondence, noted that they had previous consultations with the 'Holbrook Lions Club' and the 'Friends of Holbrook Submarine Museum' prior to lodging the proposal with Council. The applicant also noted that they have received a letter (**ANNEXURE 1**) in support of the proposed reclassification from the 'Holbrook Lions Club.'

It is noted a meeting was held between Council's Director of Environment and Planning, Mr. Colin Kane; the Director of the NSW Office for Veterans Affairs (OVA) of the Department of Communities and Justice, Ms. Caroline Mackaness; and the 'Friends of Holbrook Submarine Museum Sub-Committee' on 17 December 2024. As a result of that meeting Council was provided with written correspondence (**ANNEXURE 2**) requesting that Council not proceed with the planning proposal. If Council does proceed, they request that an options analysis be undertaken to investigate alternatives to the proposal. Their request arises because they consider that the park is a dedicated war memorial, and its replacement with a car park is contrary to the respect and recognition shown towards veterans by the community.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT
163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN
ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER_003D. [CONT]

In response, as briefly discussed above, Council staff noted that the applicant has undertaken two alternative pathways, as detailed below:

1. The intent of the proposed reclassification is to develop a new, expanded supermarket on existing Lot B DP 338974, also known as 70 Wallace Street, Holbrook (which is located to the west of the site subject to this reclassification). As part of that development, the applicant is required to provide additional car parking to comply with relevant planning controls (i.e., Greater Hume Development Control Plan 2013). Therefore, unless this land is available, the potential development on Lot B DP 338974 will not be able to proceed.
2. The applicant noted that the owners are able to construct a new supermarket immediately adjacent to Albury Street, with car parking at the rear of the site off Wallace Street. Nevertheless, due to various safety concerns, incompatibility with the existing building fabric—and difficulties associated with reconfiguring manoeuvrability within the site, the applicant stated that the second option is not viable.

The letter dated 18 December 2024 from Ms. Caroline Mackaness has also requested that they participate in a meeting with Council staff who are processing the planning proposal to discuss these matters. Council planning staff acknowledge this request, and in the event that Council decides to seek the Gateway Determination from the Department of Planning for the proposal, it is anticipated that a condition will be included in any Gateway Approval requiring Council to undertake public consultation and a hearing for the proposal. Therefore, it is expected that this requirement can be fulfilled as part of this process.

In order to proceed with the required arrangements, the subject land needs to be classified as “Operational” under the LG Act 1993. It is noted [Section 5.2 of the Greater Hume Local Environmental Plan \(GHLEP\) 2012](#) provides Council with the opportunity to classify or reclassify public land for the purposes of the LG Act 1993 whilst additional specific provisions are also included in Section 27, 29, 30 and 34 of the LG Act. In general, reclassification of public land through an amendment to Schedule 4 (Classification and reclassification of public land) of GHLEP 2012 is subject to both the local plan-making process and public consultation in accordance with the [Environmental Planning & Assessment Act \(EP&A Act\) 1979](#).

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT
163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN
ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER_003D. [CONT]

The process for achieving the reclassification of '**Lot: 10 DP: 571557**' from 'community' to 'operational' is as follows:

1. Submit the planning proposal to the Department of Planning Housing and Infrastructure for a Gateway Determination once Council resolved to support for the proposal.
2. Agency referrals are completed **IF REQUIRED** under the Gateway Determination. The Planning Proposal cannot proceed until any matters of concern raised by an agency are resolved.
3. Community consultation is undertaken in accordance with the Gateway Determination for a minimum period of 28 days. Public hearing will also be undertaken in accordance with s29 of the Local Government Act 1993 during this time. The Public Hearing is chaired by an independent facilitator who then submits a report to Council identifying issues raised.
4. A report is prepared for Council addressing submissions received during the public exhibition and issues raised at the public hearing.
5. Subject to Council Resolution, the Planning Proposal is then forwarded to the Department of Planning Housing and Infrastructure for finalisation and amendment of GHLEP 2012.

It is expected that any agency referral and public hearing of the proposal will form part of any Gateway Determination letter issued by the Department of Planning Housing and Infrastructure.

BUDGET IMPLICATIONS

Finalisation of this process can be undertaken with Council internal staff. It is noted as endorsed by Council in its resolution dated 21 February 2024, all associated cost will be borne by the beneficiary of the proposal.

CONCLUSION

The proposed reclassification of the land from community to operational, and its sale to the adjoining supermarket owner, will assist in the redevelopment of the site to expand the much-needed large-scale supermarket within the Holbrook locality.

The proposed reclassification of the land does not change the current land use. Although the applicant has provided a concept layout for the development, it is important to note that, should Council resolve to sell this land once the reclassification is completed, any new development on the land will be assessed against the relevant controls outlined in the GHLEP 2012 and other applicable provisions in the Greater Hume Development Control Plan 2013. Council will also undertake separate public notification as part of that development application.

The rationale for the proposed reclassification is set out in the body of the report and in the attached planning proposal.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PLANNING PROPOSAL TO RECLASSIFY LAND – FROM COMMUNITY TO OPERATIONAL AT
163 ALBURY STREET, HOLBROOK, NSW 2644, ON LOT 10 DP 571557, AND AN
ADMINISTRATIVE AMENDMENT TO THE HERITAGE MAP - HER_003D. [CONT]

RECOMMENDATION

1. In accordance with Section 30(1) of the Local Government Act 1993 Council resolve to inform the Department of Planning Housing and Infrastructure of the intention to prepare the Planning proposal to reclassify the land from community land to operational land at 163 Albury Street Holbrook on Lot 10 DP 571557 and subsequent administrative amendments to the heritage map – ‘HER_003D’.
2. In accordance with Section 3.34(1) of the Environmental Planning and Assessment Act 1979 Council request a Gateway Determination from the Minister for Planning

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2. **DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1 DP562787 – 1 SLADEN STREET HENTY**

Report prepared by Environmental Health & Building Surveyor – Sharyn Coulston

REASON FOR REPORT

Council is in receipt of a Modification to development consent 10.2023.45.1 for the change in location of the laundromat which was originally to be constructed within the existing building. The site is 1 Sladen Street Henty described as Lot 1 DP12486 (“the subject land”). The applicant is Claire Lawson trading as DACLAS Pty Ltd.

This report represents an assessment of the application under the requirements of Part 4 of the *Environmental Planning and Assessment Act 1979* (EP&A Act) and is being reported to Council because submissions to the proposal have been received.

REFERENCE TO DELIVERY PLAN

None relevant.

DISCUSSION

A modification application for development consent 10.2023.45.1 has been received for a change in location of the laundromat.

In development consent 10.2023.45.1 the laundromat was to be constructed within the existing building. The applicant has constructed the laundromat in a small shed like structure outside the building on the northern boundary of the allotment and thus the requirement for a Modification to the existing development consent.



(Figure 1) Location of Laundromat and boundary

The zoning is RU5 Village and the development is permissible within this zone.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

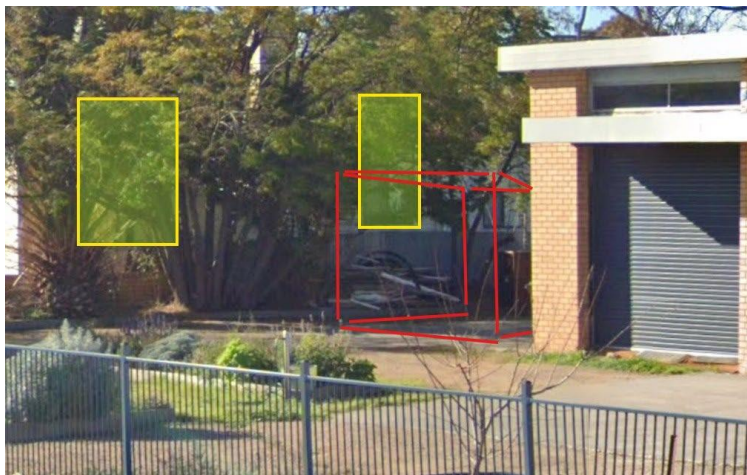
DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

The plans and particulars submitted to Council with the modification didn't demonstrate that the development meets all the requirements of Council's DCP. Further information was requested to address the concerns outlined in the submission and the response did not fully address these concerns. To ensure that all concerns are met, Council will require that a colourbond fence at a height of 2 metres and a length of approximately 13 metres is erected. This fence will encompass the area from the existing rear colourbond fence to the façade of the neighbouring dwelling, which will provide a noise and privacy break to the neighbouring dwelling.

The proposed development meets the requirements of Council's DCP under the section for residential development.

One (1) submission has been received via the NSW Planning Portal.

The submission refers to location concerns, reasonable peace, personal privacy, security, safety, general public safety, and design submission.



(Figure 2: Neighbouring dwelling window locations)

The proposed development meets the following DCP requirements including gross floor area, context, streetscape impact, location, colour, setbacks, height, appearance, carparking, access and landscaping.

The DA has been assessed on its merits and determined that there is the potential for some negative changes to the current site/property or the amenity of the area. This assessment has identified that the decibel levels and activity associated with the laundromat will be acceptable with the noise alteration provided by the fence.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

The submissions and their points have been addressed fully in the table below.

ASSESSMENT

A development application is required to be assessed by Council against the following 'matters for consideration' listed in Section 4.15(1) of the EP&A Act.

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

State Environmental Planning Policies

Nil.

The Greater Hume Local Environmental Plan 2012 ("the LEP") is the principal environmental planning instrument applicable to the property. The relevant matters of the LEP are addressed as follows.

The construction of any development or structure which would be permissible in the zone is permitted with consent. In this instance the proposed development is permissible with consent in the RU5 Village.

There are no Council affectations (bushfire, flood, heritage, biodiversity or contaminated land) burdening the lot. There is an easement at the rear of the lot which is not affected by the proposed development.

Development Control Plans

This development application is for the modification of the existing development consent 10.2023.45.1 whereby the laundromat be approved outside the existing building. The proposed development meets most of the requirements of the Greater Hume Development Control Plan 2013 ("the DCP"), for commercial development.

- The proposed development is permissible.
- The proposed development meets most of the requirements of the development control plan.
- The proposed development will suit the existing built development, scale, density, setbacks.

The likely impact of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

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

ISSUE	ACCEPTABLE	RESPONSE
Context & setting	✓	The proposed modification will suit the context & setting of the area even given the location of the neighbouring property. The property is and has been in the past a commercial area.
Noise	✓	Noise issues have been raised in regards to the operation of the laundromat and attending patrons. This matter would be addressed via the installation of a colourbond fence which would reduce the noise decibel level of the laundromat.
Access & parking	✓	Access and parking exists and was addressed as part of the existing development consent 10.2023.45.1
Roads & traffic	✓	Potential extra traffic movement.
Utilities	✓	Nil effect.
Heritage	N/A	-
Archaeology	N/A	-
Stormwater	✓	Nil effect – Stormwater to discharge to Council's legal point of discharge, street kerb and gutter.
Soils & erosion	✓	Nil effect.
Flora & fauna	N/A	-
Flooding	N/A	-
Bushfire	N/A	-
Technological hazards	N/A	-
Safety, security & crime prevention	✓	The proposed development has operating hours of 7am to 7pm in accordance with condition 6 of development consent 10.2023.45.1. Operations outside this condition of consent is not permissible and will result in breach of development consent.
Private open space	✓	-
Landscaping	✓	-.
Overshadowing	✓	The proposed development will not cause any overshadowing.
Land resources	N/A	-

The suitability of the site for the development

The proposed modification is for a laundromat located outside the existing building. The proposed development is permissible within the zone and meets most of the requirements of the Greater Hume Development Control Plan 2013 ("the DCP").

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

Any submissions made in accordance with this Act or the Regulations

As mentioned one submission has been received (**ANNEXURE 3**) that raises concerns about the impact of the modification to development consent 10.2023.45.1.

The concerns are addressed in the table below:

Location Concerns	The proposed development meets the setback requirements, however there are some concerns regarding noise levels of the laundromat in the area. The laundromat machines are encased in a shed like structure which provides some noise insulation however, a colourbond fence would reduce the decibel levels of the machines further.
Reasonable Peace	The development consent outlines the operational times of 7am to 7pm seven days a week. Once again the installation of the colourbond fence will alleviate the noise levels. Many properties with neighbours experience some noise levels such as lawn mowers etc.
Personal Privacy	The required installation of the colourbond fence will encompass the length of the boundary from the existing rear fence to the front façade of the neighbouring dwelling. The height of this fence will allow privacy to the neighbouring dwelling.
Security	The installation of the fence will go towards discouraging patrons from entering the neighbouring property. Condition 6 of consent for the modification has been modified to include access to the business premises is restricted outside the hours of operation.
Safety	The laundromat machines all have an automatic turn off switch. The fire safety statement for the premises extends to the laundromat.
General Public Safety.	This matter is addressed via condition 5 of development consent 10.2023.45.1 whereby all vehicular travel must be in a forward direction at all times when entering or leaving the premises

The public interest

The question of 'public interest' within the context of Section 4.15.

1 Essentially requires consideration of the weight in the assessment to be given to the general public benefit of the proposal versus that of the general public detriment.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

In this case there is some potential detriment to immediate adjoining neighbours. The installation of the colourbond fence will address the matters raised within the submission. Modification of development 10.2023.45.1 and therefore should not result in a refusal of the application, however will require additional conditions on the consent.

The proposed development is permissible in the RU5 zone and will meet most of the requirements of Council's DCP.

The colourbond fence will address the privacy and amenity and noise requirements of Council's DCP.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

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

1. Approve the application, with or without conditions;
2. Defer the application for further information or redesign; or
3. Refuse the application.

After considering the assessment requirements of Section 4.15 of the EP&A Act, the modification application is supported for conditional approval subject to amendments of the original development consent conditions.

RECOMMENDATION

Approve Development Application No 10.2023.116.1 – Modification Laundromat – Lot 1 DP 12486 1 Sladen St East Henty subject to the conditions attached to this report pursuant to Sections 4.16 and Section 4.17 of the Environmental Planning and Assessment Act 1979.

SCHEDULE 1 – MODIFICATION RECOMMENDED CONDITIONS OF CONSENT

1 PRESCRIBED CONDITIONS OF CONSENT

The following conditions are known as "Prescribed Conditions" and are required by the Environmental Planning and Assessment Regulation 2021 to be imposed as part of any development consent whether or not they are relevant to the development approved under this consent. Please do not hesitate to contact staff in Council's Development Department who will be happy to advise you as to whether or not the conditions are relevant to your consent.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

Section 69: Compliance with *Building Code of Australia* and insurance requirements under the *Home Building Act 1989*

Section 70: Erection of signs

Section 71: Notification of *Home Building Act 1989* requirements

Section 72: Entertainment venues

Section 73: Maximum capacity signage

Section 74: Shoring and adequacy of adjoining property

Section 75 Fulfilment of BASIX commitments

Section 76 Deferred commencement consent

Section 81: Build-to-rent housing

Please refer to the NSW State legislation for full text of the above Sections under Part 4 Division 2 of the *Environmental Planning and Assessment Regulation 2021*.

GENERAL CONDITIONS WHICH MUST BE FULFILLED

2 Compliance with Plans and Conditions

The development shall take place in accordance with the approved development plans and the particulars and statements submitted with the development application (DA 10.2023.45.1) and in conjunction with development consent 10.2022.151.1, except as modified in red by Council, and/or any conditions of this consent.

3 Compliance with Fire Safety Schedule

All fire safety measures listed in the fire safety schedule are to be installed and certified as achieving no less than their applicable performance standard as noted beside each fire safety measure on the fire safety schedule. The fire safety schedule forms part of the construction certificate applicable to this subject development.

4 Submission of an Annual Fire Safety Statement

The owner of any building in which fire safety measures are installed, must cause the Council to be given an annual fire safety statement, within 12 months after the last such statement or final fire safety certificate was issued.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

The certificate shall certify:

- a. that each essential fire safety measure has been assessed by an accredited practitioner (fire safety) and was found, at the date of assessment, to be capable of performing to a standard not less than that required by the current fire safety schedule.
- b. The building has been inspected by an accredited practitioner (fire safety) and was found when it was inspected to be in a condition that did not disclose any grounds for prosecution under Part 15 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021

NOTES:

1. *As soon as practicable after an annual fire safety statement is issued, the owner of the building to which it relates:*
 - (i) *must cause a copy of the statement (and current fire safety schedule) to be given to the Commissioner of NSW Fire Brigades, and*
 - (ii) *Must cause a further copy of the statement (and current copy of the current fire safety schedule) to be prominently displayed in the building.*
2. *A "fire safety measure" is defined as any measure (including any item of equipment, form of construction or fire safety strategy) that is or is proposed to be, implemented in the building to ensure the safety of persons using the building in the event of fire.*

5 Vehicles Driven in Forward Direction

All vehicles must be driven in a forward direction at all times when entering or leaving the premises.

6 Hours of Operation:

Hours of operation for the business premises (laundromat) are:

- a. 7 days a week, 7.00am to 7.00pm
- b. Access to the business premises (laundromat) will be restricted to the operational hours only. All measures will be taken to ensure this.

7 Development not to Interfere with Amenity of the Area

The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, artificial lighting, increased traffic movement, by causing interference with television or radio reception or otherwise.

8 External Lighting not to Cause a Nuisance

All exterior lighting associated with the development shall be designed and installed so that no light will be cast onto any adjoining property.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

9 Signage

The approved Business Identification Signage must be maintained to an acceptable level. If any deterioration of the development becomes noticeable, the Business Identification signage must be replaced or removed as soon as possible to ensure the visual amenity of the area is maintained.

10 Privacy Fence

A privacy fence must be constructed along the boundary to meet Condition 7 “Development not to interfere with Amenity of the Area”. The privacy fence must be constructed of colourbond material and must be a height of 2 meters and a length of 13 metres encompassing the area from the existing rear colourbond fence to the façade of the neighbouring dwelling.

CONDITIONS PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

11 Section 64 Contributions Charges

The payment Section 64 sewerage headwork charges are applicable and must be paid to Council prior to the release of the Construction Certificate. The fees are charged and calculated in accordance with Council’s Adopted Fees and Charges Policy at the time the payment is made with Council. See below:

Contribution Type	Section 64 Contributions charges for sewer
Land use	Laundromat
Total outstanding 64 Contributions charges. (As per 2022/2023 Fees & Charges Schedule)	\$5,926.50

12 Local Government Section 68 Approval

An application under Section 68 of the [Local Government Act 1993](#) must be lodged with Council via the [NSW Planning Portal](#) (**application fees apply**) and approved prior to the following works commencing on the site:

- a. **Part B** - To carry out sewerage works in accordance with Part B of Section 68 of the [Local Government Act 1993](#).

Once the Section 68 approval has been granted, before any sanitary plumbing and drainage work or water supply work (up to the point of connection) is commenced, a Notice of Work (NoW) must be submitted to Council 48 hours **prior to works commencing**. On completion of work, the licensed plumber/drainier must apply for an inspection (inspection fees apply) and a Certificate of Compliance (CoC) must be submitted to Council. A sewer service diagram (SSD) must also be provided to Council upon completion of the drainage works.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

13 Liquid Trade Waste Agreement Required

Prior to issue of a construction certificate a person wishing to discharge liquid trade waste to the sewer system must under Section 68 of the Local Government Act 1993 and Councils Liquid Trade Waste Regulation Policy obtain prior approval from Council.

Discharging liquid trade waste without approval is an offence under Section 626 of the Act. Further information is available from Council's Trade Waste Officer regarding the application process.

The applicant shall submit detailed sewer layout plans including pre-treatment equipment to allow for the discharge of liquid trade waste to sewer.

Trade waste material is not to be discharged into Councils sewer system, without first obtaining such written approval. All conditions of the approval must be complied with.

CONDITIONS PRIOR TO THE COMMENCEMENT OF ANY WORKS

14 Construction Certificate Required

Prior to the commencement of any works, a construction certificate is required to be issued by a Principal Certifier, in accordance with Section 6.3 (1) and 6.5 (1) of the Environmental Planning and Assessment Act 1979.

Enquiries regarding the issue of a construction certificate can be made to Council on 02 6036 0100.

15 Appointment of a Principal Certifier

Prior to the commencement of any works, the person having benefit of a development consent, or complying development certificate must:

- a. appoint a Principal Certifier; and
- b. notify Council of the appointment.

In accordance with Section 6.6 (1) and (2) (a) of the Environmental Planning and Assessment Act 1979.

16 Notify Council of Intention to Commence Works

The applicant must notify Council, in writing of the intention to commence works at least two (2) days prior to the commencement of any works on site.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

17 Sign During Construction

Prior to the commencement of works, a sign must be erected in a prominent position on site during construction:

- a. Stating that unauthorised entry to the work site is prohibited,
- b. Showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours, and
- c. Showing the name, address and a telephone number of the Principal Certifying Authority for the development.

Note: A \$1500 on the spot fine may be issued for non-compliance with this condition.

18 Riverina Water Approval

Prior to the commencement of any works on site, Riverina water shall be contacted with regard to the proposed plumbing works and installation of a commercial laundromat. Any communication, fees and approvals shall be made available to Council on request.

CONDITIONS DURING CONSTRUCTION

19 Compliance with Construction Certificate

All building works approved in this development consent must comply with the terms of the consent the plans, specifications and any other approved documents relevant to the approved Construction Certificate.

20 All Work to be Carried Out by a Licensed Plumber and Drainer

All plumbing and drainage work shall be carried out by a licensed plumber and drainer and to the requirements of AS/NZS 3500-2015 and the Local Government Act 1993 and Local Government (General) Regulations 2021, the Plumbing & Drainage Act 2011 and Plumbing & Drainage Regulations 2017.

21 Compliance with the National Construction Code (NCC)

All building work must be carried out in accordance with the provisions of the NCC.

Compliance with the performance requirements can only be achieved by:

- a. complying with the deemed-to-satisfy provisions; or
- b. formulating an alternative solution which:
 - i. complies with the performance requirements; or
 - ii. is shown to be at least equivalent to the deemed-to-satisfy provisions; or
- c. a combination of (a) and (b).

22 Critical Stage Inspections

In accordance with Section 6.6 (2) (b) of the Environmental Planning and Assessment Act 1979 the Principal Certifier for the building work is to inform the person having benefit of the consent of the Critical Stage Inspections that must be carried out with respect to the building work under Clause 61 of the Environmental Planning and Assessment (Development Certification and Fire safety) Regulation 2021.

Note: A \$1500 on the spot fine may be issued for failing to request the Principal Certifier to undertake the above inspections (as issued by Council).

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

23 Construction – Maintenance and Clearing of Site

The site shall remain clean and all waste building materials and the like shall be contained within the site boundaries. The site is to be cleared of all building refuse and spoil immediately after completion of the works.

24 Construction - Hours of Work

All construction works will be restricted to the following hours in accordance with the NSW Environment Protection Authority Noise Control Guidelines:

- a. Mondays to Fridays, 7.00am to 6.00pm
- b. Saturdays, 8.00am to 1.00pm
- c. No work is permitted on Sundays and Public Holidays.

Construction works that are carried out in the open that involve the use of heavy vehicles, heavy machinery and other equipment likely to cause offence to adjoining properties is to be restricted to the above hours in accordance with the NSW Environment Protection Authority Noise Control Guidelines.

In the event that the demolition/construction relates to works inside the building and does not involve external walls or the roof, and do not involve the use of equipment that emits noise then the works are not restricted to the hours stated above. The provisions of the Protection of the *Environment Operations Act, 1997* in regulating offensive noise also apply to all construction works.

CONDITIONS PRIOR TO OCCUPATION OF THE DEVELOPMENT

25 Occupation Certificate

Prior to the commencement of any use and/or occupation of the subject development (whole or part), either a Part Occupation Certificate or Whole Occupation Certificate must be obtained.

Prior to the issue of any Occupation Certificate the Principal Certifier must be satisfied that the development (part or whole) is in accordance with the respective Development Consent and Construction Certificate.

26 Submission of a Final Fire Safety Certificate

Prior to the occupation of the building, the owner of the building shall submit to Council, a final fire certificate in relation to each essential fire safety measure specified in the fire safety schedule, attached to the construction certificate.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

Such certificate shall state that each essential fire safety measure specified:

- a. has been assessed by a properly qualified person, and
- b. was found, at the date of assessment, to be capable of performing to a standard not less than that required by the current fire safety schedule for the building for which the certificate is issued.

NOTES:

1. *As soon as practicable after a final fire safety certificate is issued the owner of the building to which it relates:
 - (i) must cause a copy of the certificate (and current fire safety schedule) to be given to the Commissioner of NSW Fire Brigades, and
 - (ii) must cause a further copy of the certificate (and current copy of the current fire safety schedule) to be prominently displayed in the building.*
2. *A "fire safety measure" is defined as any measure (including any item of equipment, form of construction or fire safety strategy) that is, or is proposed to be, implemented in the building to ensure the safety of persons using the building in the event of the fire.*

27 Plumbing Works Final

The building shall not be occupied or used until such time Council has issued a Plumbing Final letter confirming that all works have been completed to the satisfaction of Council.

NB. This letter is in addition to the inspection sheet or Certificate of Compliance from Council.

28 Council Property

Any damage or deterioration to any Council property including road reserves, or removal of any existing street trees, must be reinstated to its original condition to the satisfaction of Council and at no cost to Council.

29 Building Information Certificate

A building information certificate must be submitted to Council for the Laundromat structure.

ADVICE TO APPLICANT

- a. It is the Applicant's responsibility to ensure compliance with the requirements of the Disability Discrimination Act 1992 (DDA). Note: Compliance with the Building Code of Australia does not necessarily meet the requirements of the DDA. You are advised to seek advice from the Australian Human Rights Commission (phone (02) 9284 9600) in respect of your application.
- b. The land subject to this consent may have restrictive private covenants applying to it. It is the responsibility of the Applicant and owner/builder to ensure private covenants are adhered to. Council does not enforce or regulate private covenants and therefore accepts no responsibility for checking the compliance of building design with such covenants.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

DEVELOPMENT APPLICATION 10.2023.45.2 – MODIFICATION – LAUNDROMAT LOT 1
DP12486 – 1 SLADEN STREET HENTY [CONT]

- c. Underground assets may exist in the area subject to this application. In the interests of health and safety and to prevent damage to third party assets, please contact Dial Before You Dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures. If alterations are required to the configuration, size, form or design of the development upon contacting the Dial Before You Dig service, an amendment to the development consent (or a new development application) may be necessary.

Individuals owe asset owners a duty of care which must be observed when working in the vicinity of plant or assets on the relevant property via contacting the Dial Before You Dig service in advance of any construction or planning activities.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

GOVERNANCE

1. CONTINUATION OF THE APPOINTMENT OF COLIN KANE AS ACTING GENERAL MANAGER

Report prepared by Acting General Manager – Colin Kane

REASON FOR REPORT

To seek Council endorsement for Colin Kane to continue as Acting General Manager on an ongoing basis until the General Managers return from leave.

REFERENCE TO DELIVERY PLAN ACTIONS

Nil Relevant

DISCUSSION

The Council's General Manager Evelyn Arnold has been on leave since the 19 December 2024 and to cover this period of absence by the General Manager the Mayor has utilised her delegations to appoint Colin Kane as Acting General Manager.

At the December 2024 Ordinary Meeting Council considered a report appointing an Acting General Manager which covered a period of time between 24 February 2024 and the 21 March 2024 when the General Manager had scheduled leave. In response to that report Council made the following resolution:

6780 RESOLVED

[Cr. Hick / Cr. Lindner]

That Council, delegate authority under section 377 of the Act to the Mayor to exercise and/or perform on behalf of the Council the following powers.

1. To approve the application of leave by the General Manager.
2. To appoint a Director as an Acting General Manager from time to time as might be required by the absence of the General Manager.
3. In accordance with the delegations that leave for the General Manager be approved and the Director of Engineering, Greg Blackie, is appointed to act in the position of General Manager

It is suggested for continuity of leadership that Colin Kane continue in the role of Acting General Manager on an ongoing basis until the General Manager returns from leave. This would include the period of time wherein Greg Blackie was appointed to be Acting General Manager.

It will be recommended that Council confirm that the General Manager Delegations are now delegated to the Acting General Manager

BUDGET IMPLICATIONS

Nil, allowances are made in the budget for additional payments for acting roles.

CONCLUSION

This report clarifies that Mr Colin Kane has been appointed by the Mayor to be the Acting General Manager for the period of absence of the General Manager. For continuity of leadership, it is considered the Colin Kane remain Acting General Manager on an ongoing basis until the General Manager returns from leave.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

CONTINUATION OF THE APPOINTMENT OF COLIN KANE AS ACTING GENERAL
MANAGER [CONT]

RECOMMENDATION

That Council resolve:

1. To appoint Mr Colin Kane to continue in the role of Acting General Manager on an ongoing basis until the return of the General Manager.
2. In accordance with Section 377 of the Local Government Act 1993 all delegations assigned to the General Manager are now delegated to the Acting General Manager.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2. DELEGATION OF AUTHORITY TO THE GENERAL MANAGER AND MAYOR

Report prepared by Acting General Manager – Colin Kane

REASON FOR REPORT

Review of delegations in accordance with the Department of Local Government Promoting Better Practice Program.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

Section 377 of the Local Government Act 1993 provides that a Council by, resolution, delegate to the General Manager, or any other person or body (not including another employee of the Council) any of the functions of the Council other than those listed in section 377(1). The General Manager may sub-delegate a function delegated to the General Manager by Council to another employee of the Council.

The proposed General Manager delegation and the Mayor's delegation is included as **(ANNEXURE 4)**. The General Manager delegation is extracted from Councils delegation software package which is continually monitored and updated to align with legislation changes. The Mayor's delegation has been reviewed and updated from previous versions.

BUDGET IMPLICATION

Nil

CONCLUSION

This report provides Council the ability to provide delegations to both the General Manager and the Mayor. In turn it is noted that the General Manager will sub-delegate to other employees.

RECOMMENDATION

That Council approve delegations to the Mayor and General Manager, pursuant to section 377 of the Local Government Act 1993, the functions listed in the respective instrument of delegation attached as **(ANNEXURE 4)**.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

3. 2024 COMMUNITY SURVEY

Report prepared by Acting General Manager – Colin Kane

REASON FOR REPORT

To advise of the results of the fourth community survey conducted by Greater Hume Shire Council.

REFERENCE TO DELIVERY PLAN ACTIONS

Objective Our leadership and communication cultivate confidence in our future direction

Outcome 4.3 Our leadership and advocacy is responsive to the needs of our diverse community

DISCUSSION

Between 17 June to 2 July 2024 Council utilised Taverner Research to conduct a comprehensive telephone-based community survey (**ANNEXURE 5**) A total of 300 completed interviews were conducted, with a representative distribution across age, gender and towns and villages throughout the Shire. The profile of those interviewed aligned closely to those interviewed in the 2019 survey.

The objectives for the Community Satisfaction Survey 2024 process were:

- Measuring the GHC community's overall satisfaction level of Council's performance, decisions made in the interests of the community, and Councillors' representations
- Measuring community satisfaction in relation to services and facilities, and ratings on additional aspects of service experience
- Measuring the community's preferred means for communication and engagement
- Understanding how results for the above differ by factors such as age, gender, location or length of residence

The survey report utilises many yes or no questions, asks additional questions in response to specific replies and calculates a medium score for each service or facility area by asking recipients to apply a rating based on the following criteria:

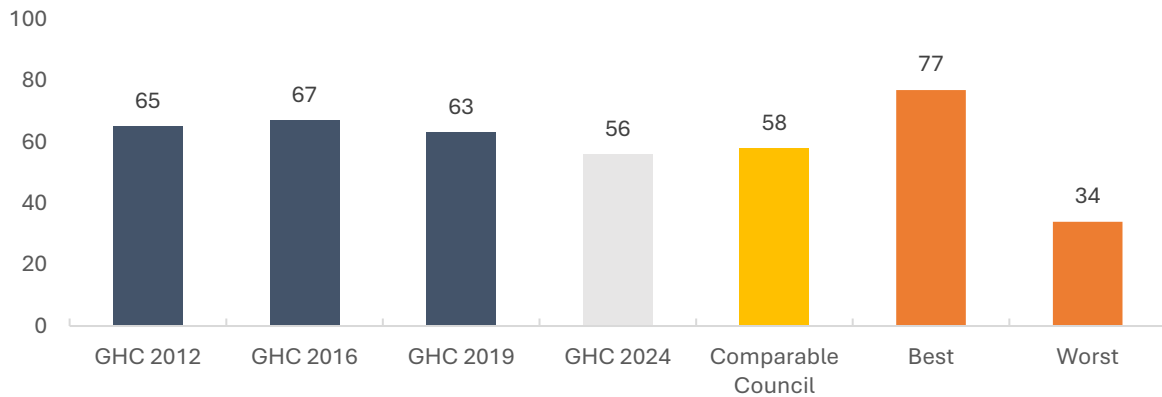
Level	Mean score range
Satisfied	4.00-5.00
Neutral	3.00
Dissatisfied	1.00 -2.00
Cannot Say	Not scored

Overall Satisfaction

The 2024 GHC mean for overall satisfaction (3.22) was lower than for 2019 (3.53) but was in-line with the average regional NSW result in recent years. The lower satisfaction rating is disappointing considering Council has continued to undertake major projects and placed emphasised road maintenance and reconstruction.

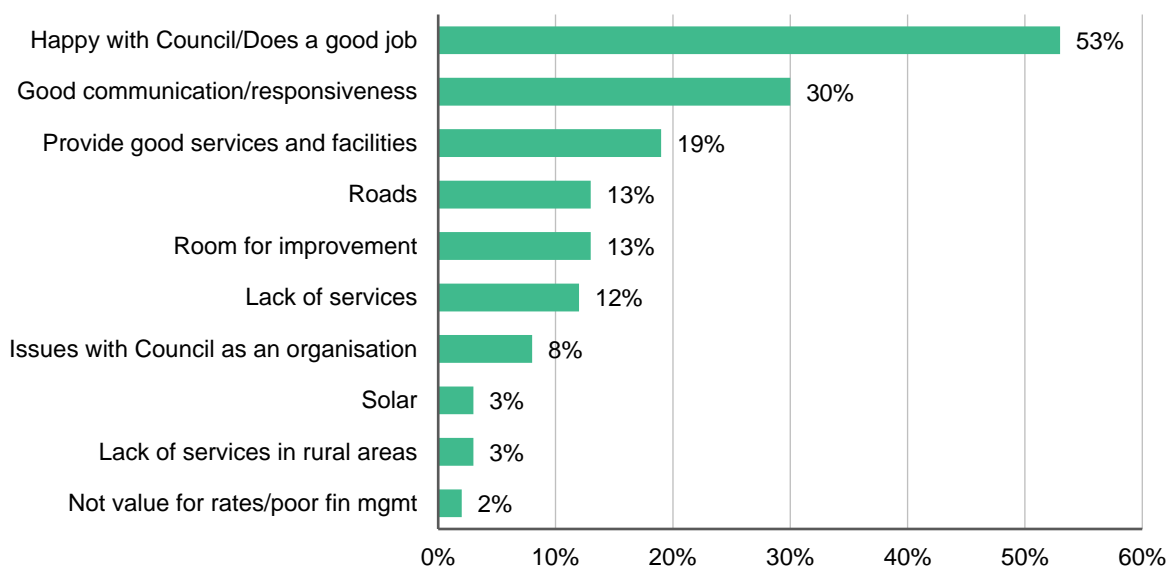
ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2024 COMMUNITY SURVEY [CONT]



In total, 40% of residents were satisfied with Council, with 8% providing the highest rating of 5. Twenty-one percent (21%) were dissatisfied while 38% provided a neutral rating of 3. Residents aged 65+ (mean 3.49) were more satisfied overall than those 35-49 (2.85) and 50-64 (3.08). Residents who lived in towns had higher overall satisfaction (mean 3.38, compared to 3.02 for those who lived on a rural property). The following table depicts the overall satisfaction results in comparison to previous survey results, comparable councils, best and worst Councils.

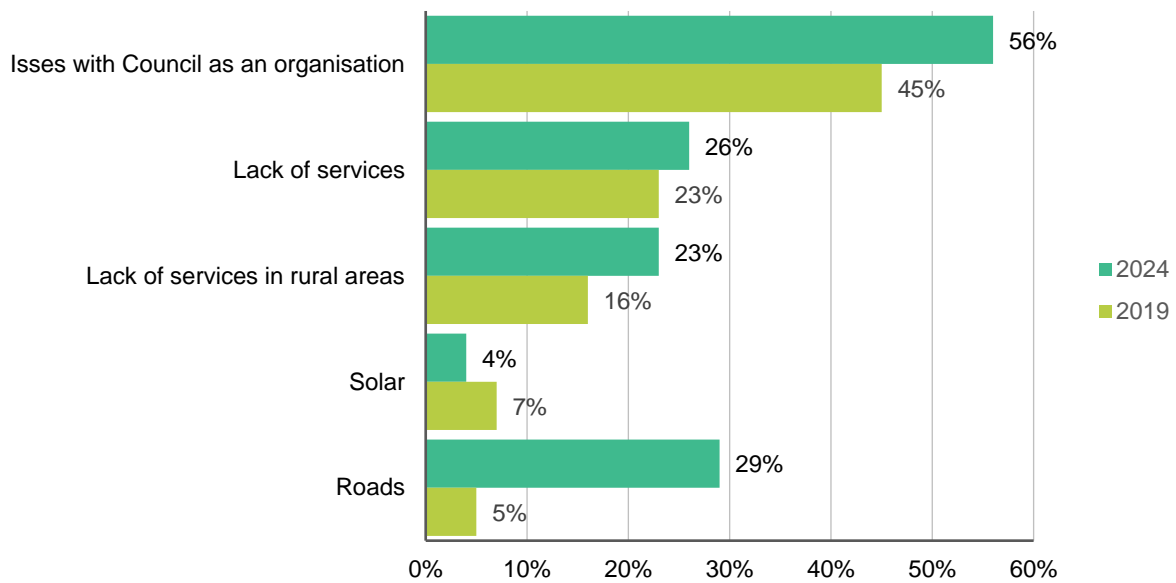
Respondents were asked additional questions depending on the overall score that they allotted Council for example whether they were overall highly satisfied, overall neutral and overall lowly satisfied. The following table shows the reasons being overall highly satisfied:



ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2024 COMMUNITY SURVEY [CONT]

The next table shows the reasons given from respondents who rated Council overall performance lowly satisfied and it shows the change in the reasons for the 2019 survey:



It is apparent from the table that the change in the reason for the overall low score is issues with Council as an organisation and roads. Council staff are perplexed by the dramatic change in the score of the roads as internal data indicates higher standards for roads and particularly unsealed roads.

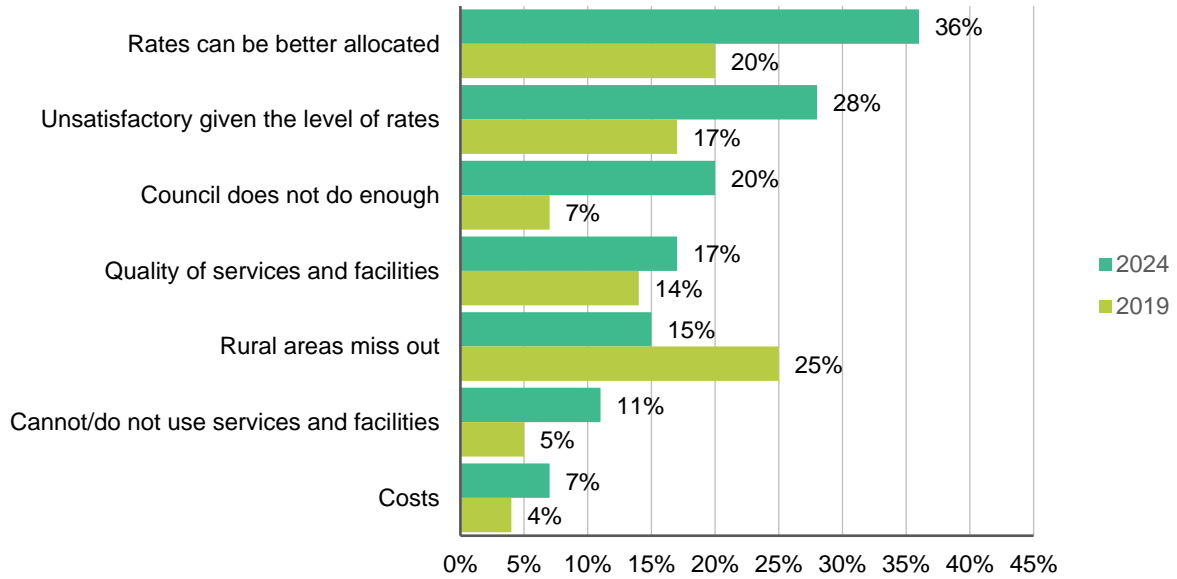
Value for Money

Council asked respondents whether they believed Council services and facilities were good value for money. In 2024, 60% considered the services and facilities provided by Council to be good value for money, significantly lower than the 68% who felt that way in 2019. Significantly more residents who lived in towns in 2024 (68%) considered Council's services and facilities to be value for money compared to those who lived on rural properties (50%).

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2024 COMMUNITY SURVEY [CONT]

Residents who felt that these services and facilities were not good value for money were asked why not and their response is shown and compared against the 2019 result in the following table:



The reasons that changed significantly were the responses “Rates can be better allocated” and “Council does not do enough”. It was pleasing to see a 10% improvement on value for money for “Rural areas missing out”.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2024 COMMUNITY SURVEY [CONT]

Community Services and Facilities

A considerable focus of the community satisfaction survey is allocated to determining satisfaction of the community with the services and facilities that are provided by Greater Hume. The services and facilities were separated into Community and Lifestyle Services, Infrastructure and Basic Services and Customer Service and Communication. Of the 27 service/facility measures only 9 were scored beneath the neutral score of 3.

The highest-rated measures were:

- Food safety in local eateries and restaurants (mean 3.95)
- Provision and maintenance of sporting fields (3.91)
- Provision and maintenance of public swimming pools (3.89)

The lowest-rated measures were:

- Maintaining unsealed roads (mean 2.29)
- Maintaining sealed rural roads (2.43)
- Town planning and timely processing of building applications (2.59).

It is considered that the decline in the rating for town planning from 3.1 to 2.6 could be contributed to the introduction by the state government of the NSW Planning Portal. The introduction of the processes associated with the Portal are not discretionary and increased complexity.

Council is committed to customer service and communication standards and as mentioned above enquiring about Council performance in this area was an emphasis of the customer satisfaction survey. In the table below the questions asked are listed and the scores benchmarked against the previous three survey results:

	2012	2016	2019	2024	SIGNIFICANT CHANGE SINCE 2019
Customer service provided to residents by Council staff	3.8	3.9	3.8	3.5	↓
Consulting with the community	3.4	3.4	3.2	2.7	↓
Council responsiveness to community needs	3.3	3.3	3.3	2.8	↓
Informing the community of Council decisions	3.5	3.6	3.2	2.7	↓
Council leadership and advocacy	3.5	3.5	3.3	2.7	↓

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2024 COMMUNITY SURVEY [CONT]

It is apparent that there has been a decline against all the questions asked and there will need to be a focus on communications, consultation and leadership to address the perceptions that are prevailing in the community. The survey has identified that all five of the customer service and communication measures were drivers of Council overall satisfaction score. The upcoming review of the Community Strategic Plan is a current opportunity to respond and improve Council customer service and communication standards.

Perceptions of the Greater Hume Council area

Residents were asked to rate their agreement with 13 statements about the Greater Hume Shire area as a place to live, work and do business. Five of the 13 statements recorded high average agreement ratings (4.0 or above), all other statements recorded medium/average agreement ratings. The responses with the highest ratings is as follows:

- People in the Greater Hume Shire are generally proud of their area.
- Greater Hume Shire is a better place to live compared to other areas.
- I feel safe where I live.
- There is good access to open spaces like parks and playgrounds.
- There is good access to sporting and recreational activities.

Major issues

Residents were also asked to nominate one top issue facing Greater Hume over the next five to ten years and the top three issues were:

- Maintenance of roads (31%)
- Planning for population growth (17%)
- Housing (13%)

Next survey

Funding has been included in the forward estimates for a survey in the 2026/2027 financial year.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

The survey conducted by Taverner Research Group provides Councillors with an excellent insight into the perceived performance of Council against a number of indicators as well as benchmarking Council's performance against comparable Councils. This report builds on the previous surveys and highlights that there are still more needed to be done to change perceptions of Council in the community.

RECOMMENDATION

That the Greater Hume Shire Community Satisfaction Survey 2024 be made publicly available by inclusion on Council's website.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

4. APPOINTMENT OF MARY HOODLESS KAROO CONSULTACY – REVIEW COMMUNITY STRATEGIC PLAN

Report prepared by General Manager- Colin Kane

REASON FOR REPORT

To advise the Council of the engagement of Mary Hoodless Karoo Consultancy to assist Council in revising its Integrated Planning and Reporting (IP&R) documents by undertaking an effective community engagement strategy and reviewing and refreshing the Council's Community Strategic Plan.

REFERENCE TO DELIVERY PLAN

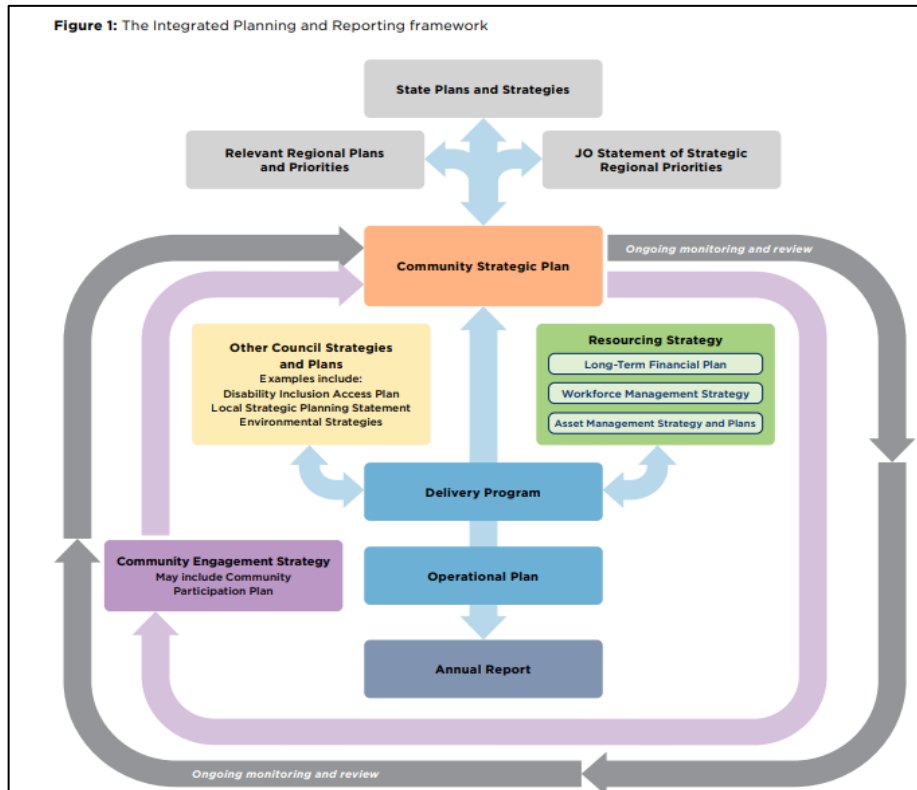
Nil – Legislative Requirement

DISCUSSION

All Councils in NSW use the IP&R framework to guide their planning and reporting activities and the requirements for IP&R are set out in the Local Government Act 1993 and the Local Government General Regulations 2021.

The underlying principle of IP&R is that communities will share similar aspirations which could include a safe healthy and vibrant place to live, a sustainable environment, a caring and engaged community, opportunities for employment, reliable infrastructure, etc. Through IP&R Councils are encouraged to determine how its communities wish to respond to these needs which will in turn determines their own unique character. The following diagram shows the integrated planning and reporting framework.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025



APPOINTMENT OF MARY

HOODLESS KAROO CONSULTACY – REVIEW COMMUNITY STRATEGIC PLAN [CONT]

The IP&R framework allows NSW councils to draw their various plans together, to understand how they interact and inform each other, and to get the maximum benefit from their efforts by planning holistically for the future. Under the IP&R framework the CSP is the highest level of strategic planning undertaken by a Council, with a ten year timeframe. All other plans must support achievement of the Community Strategic Plan objectives. It is required that the CSP be reviewed in line with the election cycle generally every 4 years.

The NSW Office of Local Government provides a table of suggested timeframe for the development of the suite of IP&R plans which is provided below:

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025**

6-12 months before local government election.	Outgoing council oversees a review of progress in implementing the Community Strategic Plan. The report is presented to the final meeting of the outgoing council, and is published in the Annual Report. Preliminary consultation with target groups or community satisfaction surveys may be conducted to improve the information base for the Plan.
First 3 months of new council: October to December.	New councillors undertake an induction program and become familiar with their responsibilities in the planning process and review the progress report on the Community Strategic Plan from the previous council. Background information to support a revision of the Community Strategic Plan is presented to councillors via reports/discussion papers/workshops etc. The General Manager oversees a revision of the Community Engagement Strategy, in consultation with councillors.
3-6 months after election: January to March.	A community engagement program is undertaken which includes councillor leadership and involvement, and a draft Community Strategic Plan is prepared. The Resourcing Strategy is reviewed in light of the draft Community Strategic Plan. Work commences on the Delivery Program.
6-9 months after election: April to June.	The Community Strategic Plan, Delivery Program and Operational Plan are finalised and adopted. The Resourcing Strategy is updated to enable the achievement of the Delivery Program and Operational Plan, and is adopted.
1 July following election	Council commences implementation of the plans

From the above timeframe at 3-6 months after the election it is apparent that Council should be well advanced with the preparation of CSP. To ensure the required timeframe is met the Acting General Manager considered that it was appropriate to engage an experienced consultant to assist Council with undertaking an effective community engagement strategy and reviewing and refreshing the Council's Community Strategic Plan.

Since 2009 there has been a requirement to produce IP&R documentation and to assist Council consultants have consistently been used. One of those consultants has been Mary Hoodless of Karoo Consultancy and consequently Mary has a high level of understanding of the IP&R requirements with respect to Greater Hume Council. **(ENCLOSED SEPARATELY 1)** is the curriculum vitae of Mary Hoodless and her preliminary proposal.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

APPOINTMENT OF MARY HOODLESS KAROO CONSULTANCY – REVIEW COMMUNITY STRATEGIC PLAN [CONT]

It should be noted that the use of consultants for community engagement provides for independence, transparency and will lead to greater acceptance of the outcomes of the process of engagement.

BUDGET IMPLICATIONS

The cost of the consultancy will be met from existing budget allocations.

CONCLUSION

Council has a legislative requirement to review its IP&R framework documents by June 2025. The engagement of Mary Hoodless of Karoo Consultancy to perform the necessary community engagement strategy and review and refresh the Community Strategic Plan will allow Council to meet the specified time frame.

RECOMMENDATION

Council endorse the decision to engage Mary Hoodless of Karoo Consultancy to undertake Councils community engagement strategy and review and refresh the Community Strategic Plan.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

5. **PROPOSED METHOD OF SALE OF 24 LOTS RESIDENTIAL ESTATE – KINVARA RESIDENTIAL ESTATE, CULCAIRN**

Report prepared by Tourism and Communication Coordinator Emily Jones and Acting General Manager –Colin Kane

REASON FOR REPORT

To delegate authority to the General Manager to negotiate the sale of 24 Lots within Kinvara Residential Estate.

REFERENCE TO DELIVERY PLAN ACTIONS

CSP Strategy	G.1.2 Pursue a high standard of planning, urban design and development that supports urban centres and rural localities
Initiative	G.1.2.5 Subject to final Council approval, undertake Culcairn Residential Estate

DISCUSSION

In February 2024 Council began constructing stage 1 of Kinvara Estate which includes 24 residential allotments of land ranging in size from 1,000m² to 2,237m². Lots 25 to 27 comprises open space land. Electricity, mains sewerage, telephone, and town water are connected to the allotments.

On the 4 December 2024 Council issued the subdivision certificate for the development and subsequently titles to the land have been issued.

Herron Todd White Valuers have been engaged to provide an independent market valuation of the 24 proposed lots at Kinvara Residential Estate, Culcairn. The Independent Valuation Report has recently been received, and a copy of the full report is now attached at **(ENCLOSED SEPARATELY 2)**, *noting that the valuation ranges include any GST applicable.*

Now that Council has titles to the land and valuations obtained consideration can be given to the marketing and sale of Kinvara Estate. Through a number of channels Council has been able to establish that there is interest from people in purchasing allotments and Council has a database of 20 interested people. It should be noted that Council has not been able to provide a price list to these people and it is likely that some interested people may no longer wish to pursue a purchase once they are aware of the price.

It has been considered that Council could directly market and sell the land. It will be recommended that Council should engage an agent to assist Council in the sale of the land. The reasoning is that another land developer is also progressing a residential development in close proximity to Councils land and this land will be available in the near future. Rapid sales of land will replenish Councils land development fund and enable Council to undertake further land developments.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PROPOSED METHOD OF SALE OF 24 LOTS RESIDENTIAL ESTATE – KINVARA RESIDENTIAL ESTATE, CULCAIRN [CONT]

Council has provided 3 local agents the opportunity to submit an expression of interest to act as Councils agent for the sale of Kinvara Estate and Council is seeking the following from the agents:

- the agents capabilities as a suitably qualified agent with extensive experience in marketing and sale of similar land developments.
- detail a proposed marketing campaign including proposed costs of marketing material.
- potential for sales within a nominated timeframe.

Once an agent is appointed Council will provide to the agent its database of interested people.

Local solicitors have been requested to provide a price to prepare the sale documentation.

BUDGET IMPLICATIONS

Sales at the lower valuation price of all the lots in the estate will result in Council making a small return on investment and increasing rate revenue by \$22,000 per annum.

CONCLUSION

The attainment of titles and valuation enable Council to begin marketing and selling Kinvara Estate, Culcairn. The sale of allotments in stage 1 will make a small return on investment and will replenish the land development reserve. Future stages of Kinvara will provide a more significant return on investment.

RECOMMENDATION

That;

1. The General Manager be authorised to appoint a Real Estate agent to undertake marketing to sell 24 Lots at Kinvara Residential Estate.
2. The minimum sale price be set at the market valuation as detailed in the Valuation Report
3. The General Manager be authorised a to negotiate the sale of an allotment where the offer is within the valuation pricing.
4. The General Manager be authorised to sign the contract of Sale documentation

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

CORPORATE AND COMMUNITY SERVICES

1. REQUEST TO WAIVE MEETING ROOM HIRE FEES

Report prepared by Team Leader Finance/Senior Accountant – Camilla Webb

REASON FOR REPORT

To present a request from the Rotary Club of Holbrook to waive Holbrook Shire Hall Hire fees associated with the Bald Archy Art exhibition for 2025.

REFERENCE TO DELIVERY PLAN ACTION

Nil

DISCUSSION

The Rotary Club of Holbrook has submitted a formal request for the waiver of hall hire fees for the Bald Archy Art exhibition. The exhibition represents a significant cultural event for the Greater Hume Council area, combining community fundraising with local economic development.

The Bald Archy Art exhibition held in 2024 demonstrated remarkable success, attracting approximately 2,500 visitors during its 30 day run. Visitors consistently expressed their appreciation for the satirical art displays, while local businesses benefited from increased patronage. The exhibition successfully fulfilled its dual objectives of raising funds for Rotary's community projects and bringing visitors to the Greater Hume Council area to support local businesses.

The requested fee waiver structure involves a standard rate of \$338 per day less the 50% reduction for non-profit organisations, resulting in an actual daily rate of \$169.00. The total amount to be waived would be \$4,901.

From a risk management perspective, the Rotary Club of Holbrook will maintain appropriate public liability insurance coverage for the event. Greater Hume Council will implement its standard Events Process to assess and manage any potential risks associated with the exhibition.

The exhibition provides substantial benefits to the community through various channels. It contributes to economic development by increasing visitor numbers to the Greater Hume Council area and directly supporting local businesses. The cultural value of the exhibition enriches the region's artistic offerings and provides unique engagement opportunities for residents. Furthermore, the event supports community development through Rotary's local project funding and strengthens partnerships between Council and community organisations.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

REQUEST TO WAIVE MEETING ROOM HIRE FEES [CONT]

BUDGET IMPLICATIONS

The proposed fee waiver will result in a reduction of \$4,901 in the Holbrook Shire Hall fee revenue.

CONCLUSION

The waiver of hall hire fees represents a strategic investment in community development and tourism promotion for the Greater Hume area. Given the demonstrated success of the 2024 exhibition and its multiple benefits to the community, supporting this initiative through 2024 and 2025 aligns with Council's objectives for community development and economic growth.

RECOMMENDATION.

That Council waive the Holbrook Shire Hall fees totalling \$4,901 for the Bald Archy Art Exhibition for the 2025 calendar year.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2. NOMINATION OF COUNCILS NATIVE TITLE MANAGER

Report prepared by Director Corporate & Community Services – Louise Frichot

REASON FOR REPORT

Council is required to give notice to the Minister for Lands and Forestry of the name and contact details of Councils nominated Native Title Manager in accordance with Section 8.8 of the Crown Land Management Act 2016 (NSW).

REFERENCE TO DELIVERY PLAN ACTIONS

Nil

DISCUSSION

The Crown Land Management Act 2016 (CLM 2106) requires Council to employ or engage a Native Title Manager. This role was delegated to an external contractor party engaged by the Lands Advisory Services Pty Ltd. Council now wish to advise an employee is undertaking the role.

Section 377(1) of the Local Government Act 1993 states that the giving of a notice to the Governor or Minister is a non-delegable function meaning a resolution of council is required.

BUDGET IMPLICATIONS

Appropriate allocation is provided for in the 2024/2025 Budget.

CONCLUSION

That Council receive and note the appointment of an internal employee as Native Title Manager and Council comply with the relevant consent requirements.

RECOMMENDATION

That:

1. That Council give notice to the Minister for Lands and Forestry of the name and contact details of Council's employed Native Title Manager, as required under Section 8.8 of the Crown Land Management Act 2016 (NSW).
2. That Council receive and note the appointment of an internal employee as Native Title Manager.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

3. COMMUNITY ENGAGEMENT STRATEGY 2025

Report prepared by Director Corporate & Community Services – Louise Frichot

REASON FOR REPORT

To provide Council for adoption a revised Community Engagement Strategy 2025 as part of the Integrated Planning & Reporting requirements.

REFERENCE TO DELIVERY PLAN ACTIONS

Theme	Leadership & Communication.
Objective	Our Leadership and communication cultivate confidence in our future direction.
Outcome L1	Our decision making is inclusive, collaborative and encourages ownership of our future.
Strategy L1.1	Support local decision-making through transparent communication and Inclusive community engagement.

DISCUSSION

The requirements for Integrated Planning & Reporting (IP&R) are set out in the Local Government Act 1993 (the Act) and the Local Government (General) Regulation 2021 (the Regulation). As part of the IP&R, the Community Engagement Strategy is required under the Act to be reviewed within three months of the Local Government elections as part of a broader review of the Community Strategic Plan.

The Community Engagement Strategy outlines the Council's approach for effective and meaningful engagement with their local community prior to the development and commencement of the Community Strategic Planning Process.

A review of the Community Engagement Strategy has been undertaken and as a result an updated version is attached (**ANNEXURE 6**)

BUDGET IMPLICATIONS

Nil

CONCLUSION

Council is required to undertake corporate planning and reporting activities in accordance with the Local Government Act 1993, the Local Government (General) Regulation 2021, and the NSW Government's Integrated Planning and Reporting Guidelines and Handbook 2021.

RECOMMENDATION

That the Community Engagement Strategy 2025 be adopted.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

4. POLICY ADOPTION

Report prepared by Director Corporate & Community Services – Louise Frichot

REASON FOR REPORT

For Council to consider the revision of the following policies which were rescinded at the December 2024 Council Meeting and re-presented as per Resolution 6771.

REFERENCE TO DELIVERY PLAN ACTIONS

Theme	Leadership & Communication
Objective	Our leadership and communication cultivate confidence in our future direction
Outcome L1	Our decision making is inclusive, collaborative and encourages ownership of our future.
Strategy L1.1	Support local decision making through transparent communication and inclusive community engagement.

DISCUSSION

At the November 2024 Council Meeting the following policies were presented to Council and adopted. At the December 2024 Council meeting the policies were rescinded with a request for revisions made to the policies. The proposed revisions have been included in the two policies. As a result, the policies listed below have been reviewed and the recommended action is outlined in the table below;

Policy Name	Re-adoption/Rescission	Comment/Changes Made
Children Services Behaviour Guidance Policy	Introduction of new policy	Introduction of a new policy that outlines Greater Hume Children Services standards for acceptable behaviours of children enrolled in our Services and strategies that may be utilised to encourage positive behaviours.
Children Services Suspension and Termination of Enrolment Policy	Introduction of new policy	To advise families on the Services' right to suspend or terminate a child's enrolment from Council operated Children Services and identify the process and on the basis that may lead to this outcome.

Both policies are attached as **(ANNEXURE 7)**

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

POLICY ADOPTION [CONT]

BUDGET IMPLICATIONS

There are no direct budget implications resulting from the adoption of the above policies.

CONCLUSION

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

RECOMMENDATION

That Council adopt the action with regard to the Policy as detailed in the table below;

Policy Name	Re-adoption/Rescission
Children Services Behaviour Guidance Policy	Introduction of new Policy
Children Services Suspension and Termination of Enrolment Policy	Introduction of new policy

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

5. POLICY ADOPTION

Report prepared by Director Corporate & Community Services – Louise Frichot

REASON FOR REPORT

For Council to consider the introduction of a new policy.

REFERENCE TO DELIVERY PLAN ACTIONS

Theme Leadership & Communication

Objective Our leadership and communication cultivate confidence in our future direction.

Outcome L3 Leadership and advocacy

Strategy L3.3 Deliver efficiency, effectiveness and probity in Council processes and services.

DISCUSSION

Council’s Audit Risk and Improvement Committee have recommended the introduction of a new policy that outlines the Council’s position on ARIC Committee Member Entitlements.

As per Section 216I of the Local Government (General) Amendment (Audit, Risk and Improvement Committees) Regulation 2023 (NSW), a council may pay remuneration to the Chairperson and independent members of the councils Audit, Risk and Improvement Committee.

Policy Name	Re-adoption/Rescission	Comment/Changes Made
ARIC Committee Member Entitlements Policy	Introduction of new policy	To enable payment of a meeting fee and reasonable reimbursement of expenses to independent Audit, Risk and Improvement Committee (ARIC) members.

Policy attached as **(ANNEXURE 8)**

BUDGET IMPLICATIONS

Financial impact in 2024/2025 is approximately \$1,703 above the current budget allocation plus any travel or accommodation reimbursements claimed.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

POLICY ADOPTION [CONT]

CONCLUSION

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

RECOMMENDATION

That the Greater Hume Council adopt the action with regard to the Policy as detailed in the table below;

Policy Name	Re-adoption/Rescission
ARIC Committee Member Entitlements Policy	Introduction of new policy

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

6. INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024

Report prepared by Chief Financial Officer – Dean Hart

REASON FOR REPORT

To present the Interim Budget Review as at 31 December 2024 in accordance with Section 203 of the Local Government (General) Regulation 2005.

REFERENCE TO DELIVERY PLAN ACTION

Not Applicable – legislative requirement

DISCUSSION

The interim budget review as at 31 December 2024 is included (**ANNEXURE 9**) for Councillors' perusal. The budget review, as presented, indicates that the projected 2024/2025 cash surplus will be \$134,228 which represents an improvement of \$123,089 on the budget surplus of \$11,139 as at 30 September 2024.

In the September 2024 quarterly budget review report a number of items were highlighted. The following narrative is an update on those items;

Local Roads and Community Infrastructure Phase 4

In accordance with the resolution of the Council meeting held on 18th December, 2024, the works schedule for Phase 4 has been revised to remove the \$230k allocation toward the Burrumbuttock Recreation Ground Community Facility and replace it with the sealing of the roads in the Brocklesby Recreational Ground around the football / community rooms, playground and tennis netball courts. The update has been approved by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts. All projects are proceeding with a required completion date of 30 June 2025.

Remediation and Rehabilitation of Funks Pit

As per the EPA notice work has progressed in the clean-up of Funks Pit. A separate report to Council will be provided by Director Engineering updating Council on the progress of this project at a future meeting.

To date costs associated with the removal of material from Funks Pit to rehabilitate the Walla Walla tip are \$282k. The initial amount approved by Council was \$230k. To 31 December, 2024 a further \$52k, has been expended to complete the remediation of the Walla Walla tip. Sufficient funds were allocated from the waste management reserve for the purpose of remediating the Walla Walla tip. Statewide Insurance has forwarded our details to a separate insurer for the Environmental Liability Scheme. This scheme will assess whether we are able to claim any loss's back through insurance.

Solar Farm Voluntary Planning Agreements

The Acting General Manager has indicated that an additional \$150k will be received by Council in recognition of the extended construction time of the Culcairn Solar Farm project.

Audit Fees

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

As noted in the Governance Expenses section below, the Audit Office of NSW have invoiced \$40k additional fees to Council in relation to the revaluation of infrastructure assets. This fee increased the total audit fee to \$130k for the 2023/2024 financial year.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONT]

OVERALL BUDGET REVIEW

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

GOVERNANCE & ADMINISTRATION

Function and comment		Projected Budget Variance \$
Elected Members Expenses Satisfactory		Nil
Governance Expenses Additional audit fees for 2023-24 as a result of the revaluation of transport assets. This was unexpected and the amount not known until the audit was complete.	\$40,000	-\$42,875
The remainder relates to unbudgeted costs for delegations reviews and advertising for the extraordinary meeting in October 2024.	\$ 2,875	
Risk Management Satisfactory		Nil
Corporate Services Administration Satisfactory A number of expenditure lines have been adjusted in the December review including; Revised service agreement cost with WAW Bank – Walla Walla Additional cleaning costs at Culcairn Offices Additional budget for Jindera Admin Hub Decor These costs have been offset by an Emergency Services Grant paid to Council to provide land classification data to the Department of Finance. The cost of providing this services is included in the Admin Salaries and Wages.	\$ 1,750 \$ 6,000 \$ 3,540 (\$30,445)	+\$19,553
Information Technology Services Satisfactory		Nil
Employment On-Costs Satisfactory		Nil
Engineering Administration Satisfactory		-\$295
Depot Administration and Maintenance Satisfactory		-\$2,534
Plant Operations		Nil
TOTAL GOVERNANCE & ADMINISTRATION		-\$26,151

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONT]

PUBLIC ORDER AND SAFETY

Function and comment	Projected Budget Variance \$
Animal Control Satisfactory	+\$205
Fire Services Satisfactory Annual Maintenance and repairs of the "Red Fleet" are projected to be \$100k above the grant provided to Council. The excess has been financed by savings in the Emergency Services Levy contribution which is projected to be \$45k below budget, Diesel Fuel Grants received \$5k and the remaining \$50k taken from the Emergency Services Levy reserve	Nil
Emergency Services Satisfactory Contribution to the Emergency Services Levy is projected to be \$13k below budget. The saving has been transferred to the Emergency Services Levy reserve.	Nil
TOTAL PUBLIC ORDER & SAFETY	+\$205

HEALTH SERVICES

Function and comment	Projected Budget Variance \$
Health Administration Satisfactory	+\$194
TOTAL HEALTH SERVICES	+\$194

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONDT]

ENVIRONMENT

Function and comment		Projected Budget Variance \$
Waste Management Adjustment to revenue from domestic waste management charges following final rate levy process has resulted in \$79k less revenue than projected. The shortfall has been taken from the waste management reserve. Costs associated with the halve waste contract are on budget.		+\$207
Noxious Animals & Insects Satisfactory		Nil
Noxious Plants Satisfactory The budget amount has been reduced by the amount of the WAP grant. The Grant is now a competitive grant and application will be considered for the 2025-26 financial year.		Nil
Street Cleaning Satisfactory		Nil
Stormwater Maintenance & Drainage Maintenance on stormwater assets exceeds budget Additional drainage maintenance has been offset by savings in bridges maintenance.	-\$50,000	-\$86,199
Additional works required to complete the Balfour Street CBD upgrade	-\$36,199	
TOTAL ENVIRONMENT		-\$85,992

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONT]

COMMUNITY SERVICES AND EDUCATION

Function and comment	Projected Budget Variance \$
Children Services Satisfactory	Nil
Preschools Satisfactory	Nil
Youth Services Satisfactory	Nil
Community Housing Satisfactory	Nil
Frampton Court Rental Units Satisfactory	Nil
Kala Court Rental Units Satisfactory	Nil
Kala Court Self-Funded Units Satisfactory	Nil
Aged Care Rental Units – Culcairn Satisfactory	Nil
Aged Care Rental Units – Howlong Satisfactory	Nil
Aged Care Rental Units – Jindera Satisfactory	Nil
Other Community Services Satisfactory	Nil
TOTAL COMMUNITY SERVICES & EDUCATION	Nil

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONT]

HOUSING AND COMMUNITY AMENITIES

Function and comment	Projected Budget Variance \$
Street Lighting Satisfactory	Nil
Public Cemeteries Satisfactory	Nil
Town Planning Satisfactory	+\$270
Public Conveniences Satisfactory	Nil
Council Owned Housing Satisfactory	Nil
Wirraminna Environmental Education Centre Satisfactory	Nil
Other Community Amenities Satisfactory	Nil
TOTAL HOUSING & COMMUNITY AMENITIES	+\$270

RECREATION AND CULTURE

Function and comment	Projected Budget Variance \$
Public Halls Satisfactory	-\$277
Libraries Satisfactory	+\$355
Museums Satisfactory	Nil
Swimming Pools The swimming pool season concludes on 9 th March 2025. A more detailed review of the outcome of pools will be conducted during the March budget review once all costs are finalised.	Nil
Sporting Grounds & Recreation Reserves Satisfactory	Nil
Parks & Gardens Satisfactory	Nil
Other Cultural Services	Nil
TOTAL RECREATION & CULTURE	+\$78

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONT]

MINING, MANUFACTURING & CONSTRUCTION

Function and comment		Projected Budget Variance \$
Building Control Revenue from construction certificates and building inspection fees are significantly below budget reflecting the downturn in building construction.		-\$29,305
Quarries & Pits Satisfactory		Nil
TOTAL MINING, MANUFACTURING & CONSTRUCTION		-\$29,305

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONT]

TRANSPORT AND COMMUNICATIONS

Function and comment	Projected Budget Variance \$
FAG Grant – Roads Component The FAG grant amount for 2024-25 is above budget predictions. The budget has been adjusted to align with the estimate provided by the Office of Local Government.	+57,199
Urban Roads Local Satisfactory	Nil
Sealed Rural Roads – Local Satisfactory	-\$1,059
Sealed Rural Roads – Regional Satisfactory	Nil
Unsealed Rural Roads – Local Satisfactory	Nil
Bridges Savings in bridge maintenance utilised to offset over-expenditure on stormwater drainage maintenance.	+\$50,000
Kerb & Gutter Satisfactory	Nil
Footpaths Satisfactory	Nil
Aerodromes Satisfactory	Nil
Bus Shelters Satisfactory	Nil
Ancillary Road Works Satisfactory	Nil
State Roads RMCC Works Satisfactory	Nil
Natural Disaster Recovery Satisfactory	Nil
Road Safety Officer Satisfactory	Nil
TOTAL TRANSPORT & COMMUNICATIONS	+\$106,140

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONT]

ECONOMIC AFFAIRS

Function and comment	Projected Budget Variance \$
Jindera Medical Centre Satisfactory	Nil
Caravan Parks Satisfactory	Nil
Tourism Operations Satisfactory	Nil
Visitor Information Centre & Submarine Museum Satisfactory	-\$78
Economic Development Satisfactory	Nil
Community Development Projects Satisfactory	Nil
Real Estate Development Satisfactory	Nil
Real Estate Sales Satisfactory	Nil
Private Works Satisfactory	Nil
TOTAL ECONOMIC AFFAIRS	-\$78

GENERAL PURPOSE REVENUES

Function and comment	Projected Budget Variance \$
FAG Grant – General Component The FAG grant amount for 2024-25 is above budget predictions. The budget has been adjusted to align with the estimate provided by the Office of Local Government.	+158,072
Interest on Investments Satisfactory	Nil
Rates Adjustment to revenue totals following supplementary levy adjustments.	-\$344
TOTAL GENERAL PURPOSE REVENUES	+\$157,728

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONT]

SUMMARY OF BUDGET VARIATIONS

SUMMARY OF BUDGET VARIATIONS	+\$123,089
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ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

INTERIM 2024/2025 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024 [CONT]

WATER AND SEWERAGE

General income and expenditure figures appear to be satisfactory.

SUMMARY

Council's overall budget position has improved as at 31 December 2024 with a surplus of \$134,228 predicted.

Shown below are a number of Council's financial indicators as at 31 December 2024. These indicators are consistent with those reported in Council's Annual Financial Statement.

RECOMMENDATION

That Council note and approve the Interim Budget Review Statement as at 31 December 2024.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

ENGINEERING

1. PART A - LICENCE – LOT 5 DP 250901 BAIRD STREET CULCAIRN

Report prepared by Engineering Admin Officer – Amanda Williams

REASON FOR REPORT

To advise of the number of Expressions of Interest received for the licencing of Lot 5 DP 250901 Baird Street Culcairn.

REFERENCE TO DELIVERY PLAN ACTION

Nil.

DISCUSSION

Expressions of Interest (EOI) was advertised for a period of 32 Days (taking into account a Public Holiday) in the Border Mail, Council's Website and Facebook Page on Saturday 21 December 2024, with advertising closing on 21 January 2025 to enter into a Licence for Lot 5 DP 250901 Baird Street Culcairn.

The Licence term is 3 years, with a CPI increase in years 2 and 3. The total Licenced area of the land is approximately 15.9ha.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PART A - LICENCE – LOT 5 DP 250901 Baird Street Culcairn [CONT]

A sketch of the Licenced area is included for Councillors' information:



ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PART A - LICENCE – LOT 5 DP 250901 Baird Street Culcairn [CONT]

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

Expression of Interest (EOI)	Amount Including GST
Shaun & Sheree Hamson	\$4,950.00
Rory Fogg	\$1,000.00

BUDGET IMPLICATION

No significant impact on budget.

CONCLUSION

It is recommended that council accept the EOI from Shaun & Sheree Hamson in the amount of \$4,950.00 per annum, with a CPI increase in years 2 and 3 and taking into consideration the costs to Council to undertake the maintenance including control of weeds and pests and Bush Fire hazard prevention measures with this parcel of land.

The successful applicant will be permitted to graze stock on the parcel of land for a period of 3 years commencing on 1 March 2025 and terminating on 28 February 2028.

RECOMMENDATION

That Council:

Accept the Expression of Interest from Shaun & Sheree Hamson in the amount of \$4,950.00 per annum, with a CPI increase in years 2 and 3 and to enter into a Licence for grazing of stock over Lot 5 DP 250901 Baird Street Culcairn commencing on 1 March 2025 and terminating on 28 February 2028.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2. **REQUEST TO WAIVER CONTRIBUTION COSTS TO KERB AND CHANNEL CONSTRUCTION IN DIGHT ST JINDERA**

Report prepared by Engineering Admin Officer – Amanda Williams

REASON FOR REPORT

To inform Councillors of a response following the notification of the apportioned contributions to be paid by landowners for the construction of new kerb and channel adjacent to their property as required by Council Policy.

REFERENCE TO DELIVERY PLAN ACTION

CSP Strategy N2 Our road and transport network is maintained and accessible

Initiative N2.1.1. Implement asset management and renewal programs in accordance with adopted budgets and capital works programs.

DISCUSSION

The levying of contributions for the Dight Street Drainage and Reconstruction Project was endorsed by Council at the August 2024 Council meeting and as required by Council policy, *Contributions for Footpath/Kerb and Channel Construction*, landowners are required to contribute a portion of the cost to construct new Kerb and Channel adjacent to their property. Upon endorsement by Council of the contribution's landowners were notified of the amount of their contribution that will be required to be paid.

Council has now received correspondence from Jindera Pioneer Museum & Historical Society Inc requesting that consideration be given to reducing the costs associated to the landowner for the new kerb and channel construction on Dight Street Jindera. **(ANNEXURE 10)**

It was noted in the previous Council report submitted to the August Meeting that:

"It should be noted that one of the parcels of land affected by the works is occupied by the Jindera Pioneer Museum. Council currently waives the annual Council rates for this land and the author suggest it would be appropriate to waive the apportioned costs of this project should the Jindera Pioneer Museum make such an application".

The Jindera Pioneer Museum & Historical Society Inc is a NSW registered Not for Profit organisation.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

REQUEST TO WAIVER CONTRIBUTION COSTS TO KERB AND CHANNEL CONSTRUCTION IN
DIGHT ST JINDERA [CONT]

BUDGET IMPLICATIONS

Council has allocated \$700,000 for the completion of Stage 1 of this project in the 2024/25 Operational Plan.

Wavering of the contributions of \$2,213.20 for the Jindera Pioneer Museum & Historical Society Inc in these circumstances will have minimal impact on the project costs.

CONCLUSION

Council generally waives rates and development approval fees for not-for-profit organisations for projects to support such organisations that provide a benefit for the community. Therefore, it is recommended in this instance that Council approve the waiver of kerb and channel contributions of \$2,213.20 for Jindera Pioneer Museum & Historical Society for the Dight Street Drainage and Reconstruction Project.

RECOMMENDATION.

That Council:

1. Waive the kerb and channel contributions levied of \$2,213.20 for Jindera Pioneer Museum & Historical Society Inc for the Dight Street Drainage and Reconstruction Project.
2. That the landowner be notified of Council's recommendation.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

3. REALLOCATION OF FUNDING FOR ADDITIONAL SHADE STRUCTURES AT THE ADVENTURE PLAYGROUND AT JINDERA

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

To consider the reallocation of \$25,000 from Councils contribution for the proposed feasibility study for the Jindera/Lavington Shared Bike Path to the construction of shade structures at the Jindera Adventure Playground

REFERENCE TO DELIVERY PLAN ACTION

CSP Strategy N2 Our road and transport network is maintained and accessible

Initiative N2.1.1. Implement asset management and renewal programs in accordance with adopted budgets and capital works programs.

DISCUSSION

Following requests for the installation of shade structures at the Jindera Adventure Playground, three sail structures have been erected through support from the Jindera Rural Care Link and Jindera Swimming Pool Committee and members of the Jindera community to a value of \$41,703 (See **ANNEXURE 11** for photos of shade structures erected and quote for installation and list of donators)

Council allocated \$25,000 in the 2021/22 Budget following requests by the Jindera Community to provide fifty percent of the funds to undertake a feasibility study in conjunction with Albury City for the construction of the Jindera Lavington shared bike path. Albury City was to allocate the same amount in their budget due to the joint nature of the project. Albury City decided to not allocate the funds and has deemed the project not a priority for Albury.

Council has carried forward this funding into the current financial year and the Jindera Community through Councillor O'Neill has suggested that the funding would be better spent to erect the remaining planned shade structures at the Jindera Adventure Playground.

Management is supportive of this proposal as it will allow installation of shade structures be undertaken in the near future.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

REALLOCATION OF FUNDING FOR ADDITIONAL SHADE STRUCTURES AT THE ADVENTURE PLAYGROUND AT JINDERA [CONT]

BUDGET IMPLICATION

The reallocation of \$25,000 along with remaining unspent monies from donators of \$3,953 (Total amount of \$28,953) is greater than the cost of the proposed shade structure (Quoted amount of \$27,850) this project will have no impact on Council's net budget position

CONCLUSION

Council has carried forward funding for the feasibility study of the Jindera Lavington Shared Bike Path into the current financial year however it is very unlikely of Albury City contributing funds toward this project in the future. The Jindera Community through Councillor O'Neill suggest it would be better spent on erecting the remaining proposed shade structures at the Jindera Adventure Playground.

Management is supportive of this proposal as it will allow works to be undertaken quickly (installation of shade structures) in lieu of a project that is unlikely to occur anytime soon.

RECOMMENDATION

That Council approve the reallocation of \$25,000 - Councils current contribution to the feasibility study of Jindera Lavington Shared Bike Path, to the erection of a shade structures at the Jindera Adventure Playground.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

4. **JINDERA ADVENTURE PLAYGROUND – CARPARK UPGRADE PROJECT AND DIGHT ST RECONSTRUCTION PROJECT – TREE REMOVAL OBJECTIONS**

Report Prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

The purpose of this report is to provide Council with the comments received on the tree removal associated with the Jindera Adventure Playground Carpark Upgrade and Dight St Reconstruction projects, and to determine an outcome.

Reference to Delivery Plan Action

- **CSP Strategy:** N2 Our road and transport network is maintained and accessible
- **Initiative:** N2.1.1 Implement asset management and renewal programs in accordance with adopted budgets and capital works programs

DISCUSSION

As part of the approval process, several trees are proposed for removal. According to Council's Tree Management Procedure, residents must be notified of their removal through marked crosses on the trees and signs alerting people about when and how to submit comments. The procedure also recommends bringing the matter to Council for discussion and determination if a significant number of objections are received.

From the notification, Council received objections from several residents regarding the removal of trees for the Jindera Adventure Playground Carpark Upgrade project and two for the Dight St Reconstruction Project (**refer to ANNEXURE 12**).

The objections received were mainly concerned about the overall loss of trees in Jindera and the lack of shade. As noted in the design plans, significant tree planting is to be undertaken as part of the project (55 trees). Additional shade is proposed for the playground. Once the final shade structures are erected in the playground, additional tree planting is to occur this winter within the playground and in the area around the skatepark.

The two objections received for the Dight St project are from the Jindera Pioneer Museum & Historical Society Inc. and Jindera Pool Committee, citing historical significance and the need for shade. These concerns can be addressed by placing historical markers and display panels and proposing shade structures in the carpark for pool patrons in a future budget. It is noted that ten new trees are to be planted in the carpark to replace the four to be removed.

Council engaged an independent qualified arborist to conduct a comprehensive assessment of the trees proposed for removal for both projects. The arborist's reports are attached in ANNEXURE XX. Both reports indicate that the proposed works would negatively impact the trees' health and structural integrity. The arborist recommends removing the trees due to existing and future structural issues.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

JINDER A ADVENTURE PLAYGROUND – CARPARK UPGRADE PROJECT AND DIGHT ST
RECONSTRUCTION PROJECT – TREE REMOVAL OBJECTIONS [CONT]

The identified risk issues require restricting pedestrian and vehicular access around the trees, further reducing parking if the trees are retained. Stage Two of the Adventure Playground includes shade structures to offset the loss of tree shade, along with additional tree planting to provide future shade.

Options to save the trees at the Adventure Playground by shifting the pathway away from the existing trees would prevent the planting of new trees that would eventually provide future shade to the pathway and front of the park (refer to ANNEXURE 12). As shown in the plans, retaining the trees would also result in the loss of approximately one-third of the proposed car parking spaces (31 to 20).

While Council aims to maintain trees wherever possible, constructing new assets with significant lifespans outweighs the short-term benefits provided by trees with limited lifespans and structural issues. The proposal for the Adventure Playground Car park does not include the removal of the large Lemon Scented Gum Tree at the carpark and aims to provide a higher level of protection for it by removing the existing concrete path in that location. The new path's relocation also increases the safety of users by removing the need for users to cross the car park access/egress locations.



Adventure Playground Tree Removal

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

JINDER A ADVENTURE PLAYGROUND – CARPARK UPGRADE PROJECT AND DIGHT ST
RECONSTRUCTION PROJECT – TREE REMOVAL OBJECTIONS [CONT]



Dight St Carpark Tree Removal 1

BUDGET IMPLICATION

The cost of removing the trees has been included in the budgets of both projects. There will be additional costs associated with redesigning the carparks if the trees are not removed and for their ongoing maintenance and removal at a later stage.

CONCLUSION

Retaining the trees will incur additional costs for the projects, including reduced car parking, loss of future tree planting at the park, higher maintenance costs, and future removal costs as the trees deteriorate. There is also a greater risk associated with the trees due to potential limb drop within the carpark, which will need to be mitigated.

RECOMMENDATION

It is recommended that Council proceed with the removal of the trees associated with the Jindera Adventure Playground Carpark Upgrade and Dight St Reconstruction projects.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

5. **REGIONAL ECONOMIC DEVELOPMENT AND COMMUNITY INVESTMENT PROGRAM - GRANT APPLICATION JINGELIC ROAD**

Report prepared by Director Engineering – Greg Blackie

REASON FOR REPORT

For Council to nominate Jingelic Road Upgrade Project as a project for possible grant funding under the Regional Economic Development and Community Investment Program (REDCIP)

REFERENCE TO DELIVERY PLAN ACTION

CSP Strategy N2 Our road and transport network is maintained and accessible

Initiative N2.1.1. Implement asset management and renewal programs in accordance with adopted budgets and capital works programs.

DISCUSSION

A summary of the Regional Economic Development and Community Investment Program (REDCIP) is detailed below with important parts highlighted

Applications opened: Friday, 6 December 2024

Applications close: 5pm Thursday, 20 February 2025

There are two project types, and a single organisation may submit an application for one project of each type (ie two separate or complementary projects in total):

Infrastructure option – minimum funding request \$500,000 and maximum funding request \$5million (+GST).

Programs and Services option – minimum \$250,000 maximum \$1million funding request (+GST)

Salient points are:

Projects must commence within 6 months of the commencement date of the funding deed and be completed within 4 years for infrastructure projects/2 years for programs and services projects

Successful applicants will be notified from 26 May 2025 or as soon as possible

For-profit entities require a cash co-contribution minimum of 50% of the requested funding - eg funding request \$1million requires cash co-contribution of \$500,000 for total project budget of \$1.5m

Not for profit entities require a cash co-contribution of 20%, even if partnering with a for profit entity that is providing the cash. The % required is determined by the lead applicant/signatory to the Deed.

Projects must have regional impact across two or more Local Government Areas (LGAs)

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

REGIONAL ECONOMIC DEVELOPMENT AND COMMUNITY INVESTMENT PROGRAM - GRANT APPLICATION JINGELIC ROAD [CONT]

Project expenditure is only eligible if incurred after the date of execution of the Funding Deed

Please note the program is open and competitive – the focus is on projects that promote regional economic development and support employment creation and retention.

Projects involving Roads of regional significance that align with the below focus areas have been confirmed as eligible.

A total of up to \$50 million is available for projects that are aligned with the Trust's key focus areas:

Table 1: Regional Development Trust - key focus areas

Sustainable regional industries Enabling regional industries to grow and adapt with structural and environmental change.

- *supporting opportunities for emerging and engine industries*
- *enabling industry with the right workforce*
- *growing domestic manufacturing and supply*
- *building climate adaptation and resilience*
- *increased employment and/or job retention for businesses*
- *creating employment opportunities in industries with a skills shortage• upgrading utilities and services to facilitate the expansion of business activities at an industrial precinct serving regional needs*
- *delivery of a development program for an industry aligned with regional specialisations that facilitates business collaboration and matches businesses with investors*

Aboriginal economic development and enterprise Delivering sustainable Aboriginal economic, social, and cultural wellbeing by encouraging Aboriginal business development, enterprise and strengthening on-Country connections.

- *enabling Aboriginal business development and economic participation*
- *leveraging Aboriginal-owned assets*
- *supporting community-based enterprise*
- *increasing employment opportunities for Aboriginal people working in or operating an Aboriginal-owned business*
- *increased education and training outcomes for Aboriginal people living and working in regional NSW*
- *infrastructure to enable land activation for a Local Aboriginal Land Council*
- *a collaboration between Aboriginal organisations and registered training organisations to provide opportunities for Aboriginal businesses in a targeted area*

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

REGIONAL ECONOMIC DEVELOPMENT AND COMMUNITY INVESTMENT PROGRAM - GRANT APPLICATION JINGELIC ROAD [CONT]

Community connection and capacity building Empowering regional communities to maximise the potential of their people, infrastructure and environment.

- *activating community infrastructure to ensure regional NSW is a great place to live and work*
- *building community resilience, with a focus on economic adaptability*
- *improved liveability outcomes demonstrated by growth or stabilisation in population for regional and rural areas measured over a 5-year period*
- *increase in availability of key workers in areas demonstrating a critical shortage*
- *expansion of conference and event facilities to meet regional needs*
- *initiatives at a regional scale to support the attraction and retention of key workers into regional NSW*

Improving regional service delivery Increasing access, quality, and sustainability of services to better meet the needs of people in regional NSW.

- *growing the local workforce*
- *improving service delivery and access to quality services to maintain and grow regional communities*
- *improving workforce participation in regional NSW measured by the workforce participation rate*
- *creating jobs in key sectors of the workforce where there is an identified need*
- *enabling infrastructure to facilitate the activation of short-term housing where there is evidence it will help to address critical workforce needs of a key regional industry*
- *employment of a coordinator to deliver community and health outreach services in rural and remote areas, to meet a critical regional need*

As stated (*Projects involving Roads of regional significance that align with the below focus areas have been confirmed as eligible.*) of which Council can justify that the upgrading of Jingellic Road is such a project that meets these requirements. As Jingellic Road links through to Jingellic In Snowy Valleys Council it meets the justification of **Projects must have regional impact across two or more Local Government Areas (LGAs)**

As known Council has completed a business case for the upgrade of the complete length of Jingellic Road (**See ANNEXURE 13... for copy of the business case**) and whilst the complete upgrading cost of \$32.3 Million for the whole road is beyond the scope of this grant program, lodgement of smaller section for a lesser amount can be submitted.

Discussions with the Department of Regional Development (who will be involved in the assessment of the grant applications) via the Softwoods Working Group Chair Carlie Porteous highlighted that the Jingellic Road Upgrade Project meets with the grant aims.

Clearly there is an opportunity to lodge an application under this program to possibly obtain funding

Unfortunately, there is tight timeframes for the submission of the grant which close at 5.00PM on the 20th February 2025, and so as discussed at a workshop with most Councillors there was endorsement for the lodgement of an application.

However formal adoption of the submission of the grant is required and to commit funding if the grant is successful.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

REGIONAL ECONOMIC DEVELOPMENT AND COMMUNITY INVESTMENT PROGRAM - GRANT APPLICATION JINGELIC ROAD [CONT]

It is proposed that a grant application for the maximum amount of funding of \$5 million with a Council contribution of \$1.5 million for a total \$6.5 million to allow for the completion of stage 1 of the project (as detailed in the business case). Council staff have confirmed that the remaining 7.43km of stage 1 can be completed for the cost of \$6.5 million. **(See ANNEXURE 13 for details of the proposed grant works)**

The completion of this stage of the project if successful would then have 21km of the entire length of 45.2 km or nearly 50 % of the road upgraded.

The grant requires a minimum of 20% of the cost of the project for which is equivalent to \$1.25 million if the grant funding is \$5 million. It is proposed Council contribute \$1.5 million to meet the cost of this section of the project

It is proposed Council commit \$1.5m from Council Roads to Recovery Program.

The proposed project would be completed over the next 3 financial years with completion of final environmental assessment being completed next year (2025/26) and construction take place in years 2 and 3 (2026/27 and 2027/28)

RECOMMENDATION

Clearly this is an opportunity that Council should undertake as the upgrading of Jingellic Road has been highlighted as one of the highest priority roads for upgrade in Greater Hume by Council and Residents. The completion of the business case for the upgrade also provides the justification for the project in economic terms and also supports the application with detailed information as required for such a grant application

BUDGET IMPLICATION

It is proposed that this project be undertaken over the next three financial years in stages. As stated, it is proposed Council commit \$1.5 million from Council Roads to Recovery Program over the next 3 years to the meet the requirement of the grant co contribution. This would allow funding of \$6.5million to allow Council to complete the remainder of Stage 1 - total 7.43km The total value of the RTR program is \$11.4 Million over 5 years with Council already committing \$1.7m in 24/25 year (The first year of the program) leaving \$9.7 Million to be committed over the next 4 years. The increase in the RTR program that was advised last year allows this commitment without impinging on current projects in Councils 4-year delivery program that was developed prior to confirmation of the RTR funding increase.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

REGIONAL ECONOMIC DEVELOPMENT AND COMMUNITY INVESTMENT PROGRAM - GRANT APPLICATION JINGELIC ROAD [CONT]

CONCLUSION

Clearly this is an opportunity that Council should undertake as the upgrading of Jingellic Road has been highlighted as one of the highest priority projects in Graeter Hume by Council and Residents. The completion of the business case for the upgrade also provides the justification for the project in economic terms and also supports the application with detailed information as required for such grant applications

RECOMMENDATION

That Council approve the lodgement of the upgrade of the remaining section of Jingellic Road Stage 1 of 7.43km at Wantagong – Total Cost \$6.5 million with Councils contribution to the project of \$1.5 million to be committed from Council's Roads To Recovery Funding Program

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

ITEM TO BE REFERRED TO CLOSED COUNCIL

CORPORATE AND COMMUNITY

1. REQUEST TO AMEND WATER CONSUMPTION FOR MARCH 2024 TO JUNE 2024

Report prepared by Senior Accountant – Camilla Webb

REASON FOR REPORT

To present a request from a ratepayer at to review the amount levied for Water usage for the May 2023 to June 2024.

REFERENCE TO DELIVERY PLAN ACTION

Not applicable

DISCUSSION

Council has received correspondence from a rate payer in relation to the water usage levied for the period 4 March 2024 to 4 June 2024. The charges were based on an abnormally high water usage consumption of 198kls.

The owner has submitted a formal request (**ENCLOSED SEPARATELY 3**) for a review of the billing for this period, amounting to \$589.46. The ratepayer reported a leak under concrete on their property.

A review of the property's water usage history reveals that the consumption for the previous six readings ranged between 10-35kls, indicating that the high consumption was due to the leak.

BUDGET IMPLICATIONS

If the water usage is amended as referred in this report it would result in a reduction in charges of \$589.46 and would therefore impact on total revenue for the Greater Hume Water Fund.

CONCLUSION

As the matter of the large water usage account potentially relates to the personal hardship of any resident or ratepayer it is recommended that the matter be referred to Closed Council in accordance with section 10A(2) (b) the personal hardship of any resident or ratepayer.

RECOMMENDATION

That the consideration of the large water account for assessment 10072171 be referred to Closed Council in accordance with section 10A(2) (b) the personal hardship of any resident or ratepayer.

REASON

On balance the public interest in preserving the confidentiality a resident or ratepayer potentially suffering financial hardship outweighs the public interest in maintaining openness and transparency in Council decisions making at this time.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

GOVERNANCE

1. **RELEASE OF TRUST FUNDS TO THE CULCAIRN LOCAL AREA HEALTH COMMITTEE FOR THE PURCHASE OF BUILDING AT CULCAIRN FOR HEALTH-RELATED PURPOSES**

Report By Acting General Manager – Mr Colin Kane

REASON FOR REPORT

The council has received a written request from the Culcairn Local Area Health Advisory Committee (LHAC) for the Council to authorise the release of trust funds and apply monies held in trust to the LHAC to be utilised for the purchase of a building at Culcairn for health-related purposes. The request is also asking Council to become the owner of the building.

REFERENCE TO DELIVERY PLAN

Objective: Our lifestyle and services nurture the health and wellbeing of the individual and community as a whole.

Outcome: Our infrastructure and services are aligned to the health, wellbeing and safety needs of the community.

DISCUSSION

On the 8th of December 2025 the Council received a letter from the Culcairn LHAC in relation to the purchase of a building at Culcairn to be used as a community-owned facility for essential health services. There is some urgency to consider the purchase of Culcairn as it is for sale on the open market.

The purpose for purchasing the building is to support a range of health services that are not currently available in Culcairn and these services include allied health services (diabetes educator and dietitian), speech pathology, podiatry and physiotherapy. If needed the building could be adapted for use as a doctor's surgery which provides security that a GP service will be available in Culcairn.

BUDGET IMPLICATIONS

The purchase using LHAC and trust funds will have no effect on Councils budget. The cost to renovate may result in Council expenditure and there would be recurrent income and expenditure in future operational budgets.

CONCLUSION

The purchase by the Culcairn LHAC will provide a facility that can support allied health services and medical practitioners. Buying and renovating the building will likely result in a timely delivery of these services. These benefits need to be considered against the implications of Council owning and then supporting the renovation of an older building to a standard that will meet the expectations of building users.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

RELEASE OF TRUST FUNDS TO THE CULCAIRN LOCAL AREA HEALTH COMMITTEE FOR THE PURCHASE OF BUILDING AT CULCAIRN FOR HEALTH-RELATED PURPOSES [cont]

RECOMMENDATION

That the consideration of the purchase of a building currently on the market in Culcairn be referred to Closed Council in accordance with section 10A(2) (d) (ii) which is as follows:

- (d) commercial information of a confidential nature that would, if disclosed—
- (ii) confer a commercial advantage on a competitor of the council

REASON

On balance there is a need for Council to protect commercial information which if disclosed could affect the ability of Council to purchase the property which is currently being offered for sale on the market.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

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

CORPORATE AND COMMUNITY SERVICES

1. COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 JANUARY 2025

Report prepared by Senior Accountant/Finance Team Leader – Camilla Webb

REASON FOR REPORT

This report presents to Council details of all funds invested as at 31 January 2025 as required by the Local Government (General) Regulation 2021.

REFERENCE TO DELIVERY PLAN ACTION

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

DISCUSSION

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

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

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

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

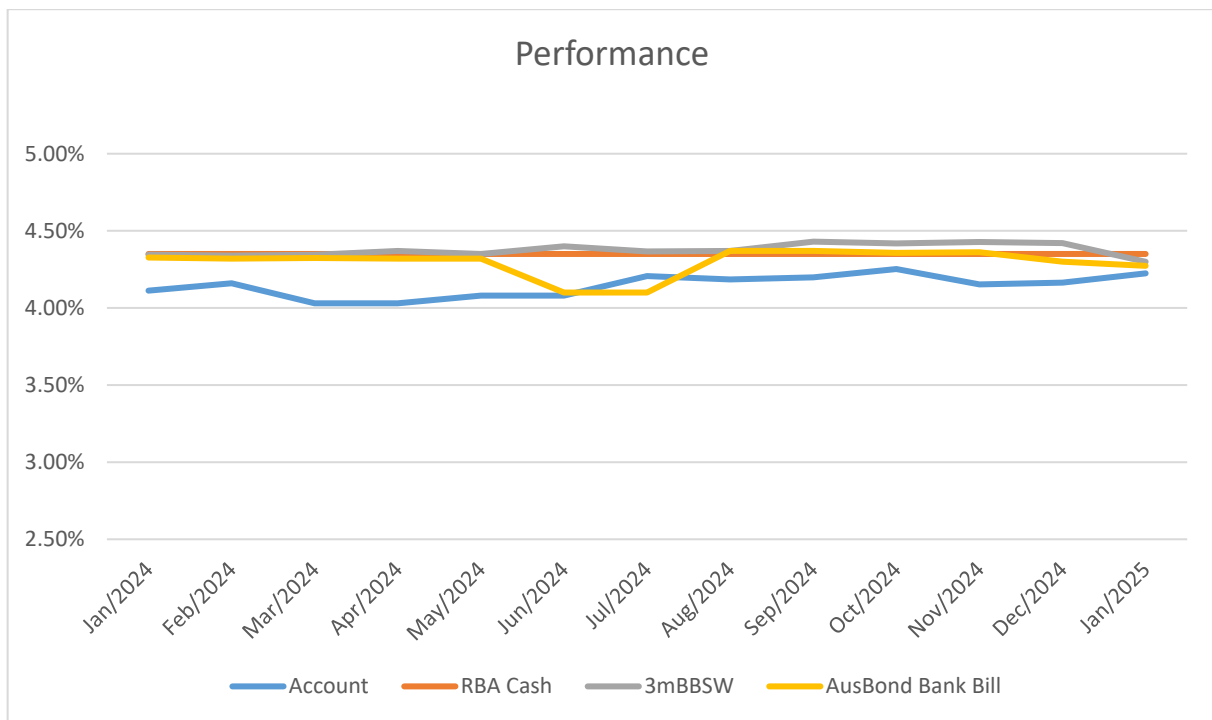
COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 JANUARY 2025 [CONT]

Greater Hume’s overall investment portfolio

Term Deposits and Treasury Bonds		
Balance held as at 31 December 2024	23	\$18,575,487.69
Add: New Investments this month	5	\$6,000,000.00
		\$24,575,487.69
Less: Matured Investments this month	3	\$2,000,000.00
Balance held as at 31 January 2025	25	\$22,575,487.69
At Call Account		
Account balance as at 31 December 2024		\$8,069,402.36
Add: Net movement to/from At Call account		-\$4,307,492.53
Account balance as at 31 January 2025		\$3,761,909.83
Total Portfolio Value as at 31 January 2025		
		\$26,337,397.52
Investment Yield		
Weighted Average Yield (rolling 13 months)		4.70%
Reserve Bank Cash Rate (remained unchanged)		4.35%
Notes:		

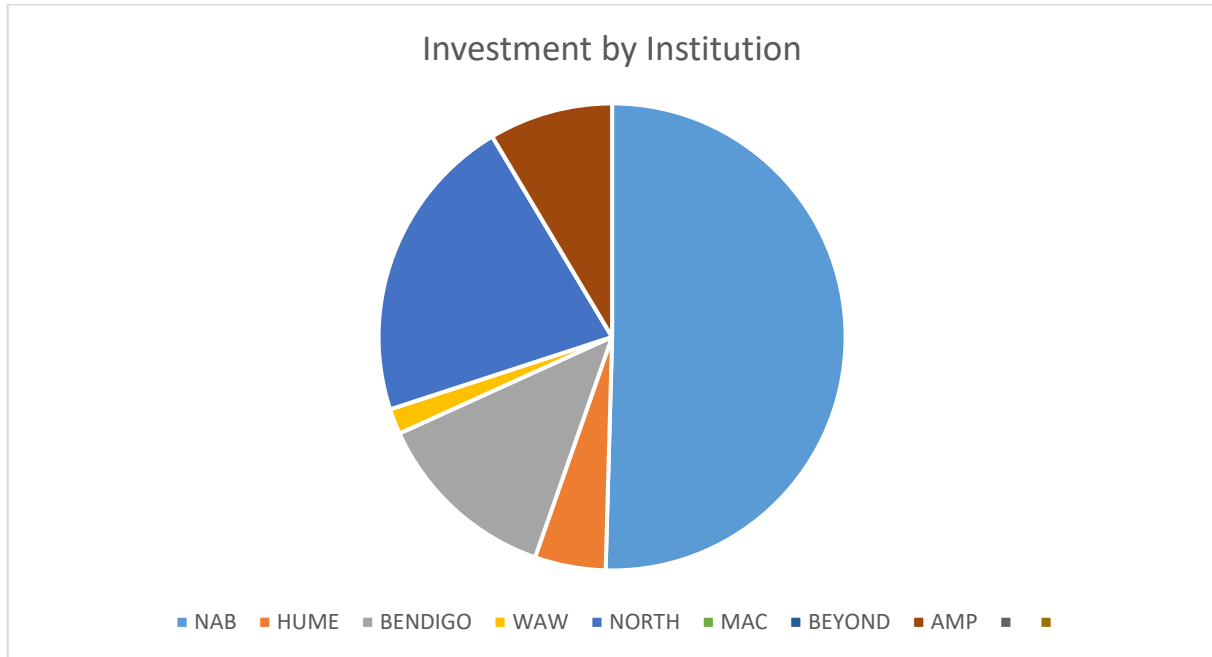
ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 JANUARY 2025 [CONT]



ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 JANUARY 2025 [CONT]



ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

COMBINED INVESTMENT ACCOUNT – MONTH ENDED 31 JANUARY 2025 [CONT]

Investment Register

Contract Number	ADI/Security Name	Amount	Settlement Date	Maturity Date	Term in Days	Yield	Monthly Accrued Interest
78907	WAW Credit Union	\$411,143.90	7/08/2024	9/02/2025	186	4.50%	\$1,571.36
80235	NAB	\$500,000	11/11/2024	10/02/2025	91	4.95%	\$2,102.05
78613	Bank Of Queensland	\$1,000,000	14/08/2024	10/02/2025	180	4.95%	\$4,204.11
70654	Hume Bank	\$71,245.02	1/03/2024	1/03/2025	365	5.10%	\$308.60
79513	NAB	\$500,000	1/10/2024	3/03/2025	153	4.95%	\$2,102.05
80792	NAB	\$1,000,000	11/12/2024	12/03/2025	91	4.95%	\$4,204.11
81020	NAB	\$500,000	20/12/2024	21/03/2025	91	4.95%	\$2,102.05
76031	Bank Of Queensland	\$1,000,000	3/07/2024	31/03/2025	271	5.20%	\$4,416.44
79512	NAB	\$1,000,000	1/10/2024	1/04/2025	182	5.00%	\$4,246.58
79149	Bank Of Queensland	\$519,489.73	10/09/2024	8/04/2025	210	4.87%	\$2,148.69
81241	NAB	\$1,500,000	15/01/2025	16/04/2025	91	4.90%	\$3,423.29
79379	NAB	\$500,000	19/09/2024	17/04/2025	210	4.95%	\$2,102.05
79887	NAB	\$500,000	23/10/2024	22/04/2025	181	5.00%	\$2,123.29
72064	Hume Bank	\$46,751.06	2/05/2024	2/05/2025	365	5.20%	\$206.47
72069	Hume Bank	\$1,000,000	10/05/2024	10/05/2025	365	5.20%	\$4,416.44
79227	NAB	\$2,000,000	12/09/2024	12/05/2025	242	4.95%	\$8,408.22
78549	AMP Bank	\$1,000,000	9/08/2024	5/06/2025	300	5.20%	\$4,416.44
56079	Northern Territory Treasury Corp	\$1,000,000	14/01/2022	15/06/2025	1,248	1.40%	\$1,189.04
81242	Bendigo And Adelaide Bank	\$2,000,000	15/01/2025	16/06/2025	152	4.90%	\$4,564.38
52490	Northern Territory Treasury Corp	\$1,500,000	27/05/2021	16/06/2025	1,481	1.10%	\$1,401.37

ORDINARY MEETING OF GREATER HUME COUNCIL
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COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

75895	Hume Bank	\$26,857.98	27/06/2024	27/06/2025	365	5.00%	\$114.05
81105	Bendigo And Adelaide Bank	\$1,000,000	6/01/2025	2/07/2025	177	5.00%	\$3,561.64
81090	Bank Of Queensland	\$500,000	3/01/2025	2/07/2025	180	4.95%	\$1,966.44
81240	AMP Bank	\$1,000,000	15/01/2025	14/07/2025	180	5.10%	\$2,375.34
51782	Northern Territory Treasury Corp	\$2,500,000	15/04/2021	15/06/2026	1,887	1.30%	\$2,760.27
49570	NAB	\$3,761,909.83	31/01/2025	1/02/2025	1	4.40%	\$0
Total		\$26,337,397.52					\$70,434.77

Declaration

I, Dean Hart, as the Responsible Accounting Officer of Greater Hume Shire Council, hereby certify the investments listed in the attached reports have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulations 2021 and Council's Investment Policy.

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

CONCLUSION

As at 31 January, 2025 total Investments held were \$26,337,397.52. The year-to-date accrued investment earnings for 2024/2025 was \$675,039.72. The rolling 13-month average investment yield is 4.70%.

RECOMMENDATION

That Council receives and notes the Investment Balances Report for the month of January 2025.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

2. **2022/2026 DELIVERY PLAN AND 2024-2025 OPERATIONAL PLAN – REPORT AS AT 31 DECEMBER 2024**

Report prepared by Director Corporate & Community Services – Louise Frichot

REASON FOR REPORT

To ensure compliance with section 407 of the Local Government Act, 1993.

REFERENCE TO DELIVERY PLAN ACTIONS

Statutory matter.

DISCUSSION

Section 407 of the Local Government Act 1993 requires the General Manager to report to Council, within two months after the end of each quarter, regarding the extent to which the performance targets set by the Council's Delivery Program have been achieved.

Refer to **(ANNEXURE 14)** to for the detailed report to 31 December 2024, detailing key actions contained in the 2022/2026 Delivery Program and 2024/2025 Operational Plan and achievements.

The comprehensive Delivery Plan Report is available to the public at the following link:

<https://www.greaterhume.nsw.gov.au/Your-Greater-Hume-Council/Documents-and-Policies>

Satisfactory progress has been made in all Themes during the 2024/2025 Financial Year.

BUDGET IMPLICATIONS

Nil.

CONCLUSION

It is Management's view that overall satisfactory progress towards the achievement of Performance Targets included in the 2022/2026 Delivery Program and 2024/2025 Operational Plan has been achieved during the first two quarters.

RECOMMENDATION

That Council receive and note the 2022/2026 Delivery Program and 2024/2025 Operational Plan review report to 31 December 2024.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

3. AUDIT RISK AND IMPROVEMENT COMMITTEE

Report prepared by Director Corporate and Community Services – Louise Frichot

REASON FOR REPORT

To provide Council with the ARIC Meeting Minutes and Chairperson Report.

REFERENCE TO DELIVERY PLAN ACTION

Objective Our leadership and communication cultivate confidence in our decision making

CSP Strategy L3.3 Deliver efficiency, effectiveness and probity in Council processes and services.

DISCUSSION

Greater Hume Council has established an Audit, Risk and Improvement Committee in compliance with section 428A of the *Local Government Act 1993*, the *Local Government (General) Regulation 2021* and the Office of Local Government's *Guidelines for risk management and internal audit for local government in NSW*. These terms of reference set out the Committee's objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

The objective of the Committee is to provide independent assurance to Council by monitoring, reviewing and providing advice about its governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

The Committee is to ensure it has no real or perceived bias or conflicts of interest that may interfere with its ability to act independently and to provide Council with robust, objective and unbiased advice and assurance.

The Committee is to have an advisory and assurance role only and is to exercise no administrative functions, delegated financial responsibilities or any management functions of the Council. The committee will provide independent advice that is informed by Council's internal audit and risk management activities and information and advice provided by staff, relevant external bodies and subject matter experts.

The Committee must always ensure it maintains a direct reporting line to and from the internal audit function and acts as a mechanism for internal audit to report to the governing body and the General Manager on matters affecting the performance of the internal audit function.

The Minutes from the Greater Hume Council ARIC Meeting held on the 4th February 2025 and the ARIC Chairperson report are included below.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

AUDIT RISK AND IMPROVEMENT COMMITTEE [CONT]

BUDGET IMPLICATION

There are no budget implications.

CONCLUSION

As part of the reporting obligation included to this report are the ARIC Minutes and Chairperson Report from the 4th February 2025 Meeting.

RECOMMENDATION

That Council receive and note the following items:

- a) 4 February 2025 ARIC Meeting Minutes
- b) 4 February 2025 ARIC Chairperson Report

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

AUDIT RISK AND IMPROVEMENT COMMITTEE [CONT]

Greater Hume Shire Council – Chairperson Report

Audit Risk and Improvement Committee Meeting 4th February 2025

The following matters were listed on the Agenda for discussion and consideration.

Draft Remuneration Policy - Audit Risk Improvement Committee

Discussion took place in regard to the need for Council to adopt a Policy in relation to the payment of meeting fees and reimbursement of expenses for independent Members and the Chairperson.

It was recommended by the Committee that the draft Policy as presented be adopted by Council with a clarification relating to eligibility for reimbursement of travelling expenses. The clarification related to eligibility of a Member being paid travel allowance that the Member must be present at the meeting. The Draft Policy will be presented to the next Council Workshop in preparation for the February Council Meeting. The Policy will then be made public for endorsement at the March 2025 Meeting.

Grants Report to Council

The Committee provided clarification on the level of detail for inclusion in Reports to Council and suggested that the Report should be simple, easy to read and interpret, and include the following –

- Grant name and project
- Funding and budget
- Expenditure
- Percentage complete
- Grant Project completion date
- Relevant comments in relation to completion of the grant project.

The Committee also made the following comments -

- Council should only apply for grants that align with Council's CSP strategy
- Council should be careful to not use grants to build assets that it cannot afford to maintain.
- Reports should be available monthly and be included as part of the quarterly review.

The Committee requested that a Draft report to be distributed to the ARIC committee members for review before taking to council.

LRCI Round 4 funding confirmation

The Committee was provided with details relating to the replacement projects included in Round 4 funding following advice that several nominated projects were deemed ineligible.

The Committee sought clarification on eligibility of replacement projects and was advised that the nominated replacement projects were identified in Council's 2024/25 Operational Plan as being *subject to grant approval*.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

AUDIT RISK AND IMPROVEMENT COMMITTEE [CONT]

Chairperson's Report

Format and Structure of Reports to Council by GHC Officers

The matter of the format of Reports to Council was discussed in some detail and the need to address in the reports any issues relating to risks. These risks include financial, environmental, legislative compliance, and reputational.

It was recommended that the structure of Reports and the compilation of Council's business paper be referred to Council's Executive Leadership Team for review.

Development of Capital Expenditure Policy

The Committee recommended that Council develop a project template and Policy for Capital Expenditure, and also a Loan Policy, and that these be referred to Council's Executive Leadership Team for discussion.

Development of ARIC Annual Workplan

The Chairperson advised he will work with the Manager Risk and Governance to develop a draft Annual Workplan and bring to the next ARIC Meeting.

Acting General Manager's Report EPA update Funks's Pit

The Committee was provided with a verbal report from the Director Engineering Services. The Director advised that -

- Council is waiting for final confirmation from EPA that they are happy with the completion of the rehabilitation.
 - Testing has been conducted and confirmed that Funks Pit is no longer contaminated. Currently investigating alternate sites for fill for Funks Pit.
 - Seeding and planting will commence as soon as the weather is favorable.
 - A Weed Spraying program will also be put in place.
 - Walla Walla landfill has also been rehabilitated in the process of the 'Clean up' of Funks Pit.
- Legal Claims update**

The Committee was provided with a verbal report from the Manager Risk and Governance

Manager of Assets update

The Committee was provided with a verbal report from the Director Engineering Services in relation to the proposed restructure of the Engineering Department.

Integrated Planning and Reporting

The Acting General Manager provided a verbal report on progress with development of Council's Community Strategic Plan and advised that

- Council is reviewing strategies and have engaged the assistance of an external consultant.
- A report on the Community Engagement Strategy will be presented to Council this month.
- A workshop with Councillors will be held Wednesday 12th Feb 2025 with the appointed external consultant.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

AUDIT RISK AND IMPROVEMENT COMMITTEE [CONT]

Pulse Actions Report

It was agreed that actions completed in the timeframe between meetings be shown in the Report to ARIC, after which they can be removed and archived.

2024 Continuous Improvement Pathway Program Report

The Committee noted the Report and commented on the 71% compliance for footpaths and questioned why Council was committing a further \$925k to footpaths/ walking tracks as part of the Active Transport Fund Program grant applications process when 29% of its existing Footpath network requires maintenance.

Internal Audit Schedule 2024/25

The Committee agreed to put Delegations of Authority back until the new plan is updated for 2025/26.

Next Meeting, 20th May 2025

It was agreed that this meeting and future meetings would commence at 9.00am

Meeting Closed 12.18pm.

John Batchelor Chairperson

10th February 2025.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

AUDIT RISK AND IMPROVEMENT COMMITTEE [CONT]

Audit Risk & Improvement Committee Meeting
Held on Tuesday 4th February 2025 at the Culcairn Council Chambers

The meeting opened at 10.00

IN ATTENDANCE

Present:

Independent Chairman John Batchelor
Independent Member Melanie Dusterhoft-Mavricks (Via Zoom)
Independent Member Glenn Wilcox
Acting General Manager Colin Kane
Director Engineering Services Greg Blackie
Director Corporate and Community Services, Louise Frichot
Manager Risk and Governance – Bernadette Anderson
Mayor Cr Lea Parker
Chief Financial Officer – Dean Hart
Executive Assistant - Sonja McCallum
Councillor Kerry Morton (Observer)

WELCOME AND APOLOGIES

The Chairperson welcomed those in attendance and was advised that there were no apologies

DECLARATIONS OF INTEREST

Nil

**CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING 29 October 2024 AND
CHAIRPERSON REPORT**

a That the Minutes of the Greater Hume Council Audit, Risk and Improvement Committee meeting held on 29th October 2024 as circulated be confirmed as a true and correct record of the proceedings of the meeting.

Resolved (Glenn Wilcox, Second Melanie Dusterhoft-Mavericks)

b That the Chairperson Report for the Audit Risk and Improvement Committee meeting held on 29th October 2024 be received and noted

Resolved (Glenn Wilcox, Second Melanie Dusterhoft-Mavericks)

BUSINESS ARISING FROM PREVIOUS MINUTES

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

AUDIT RISK AND IMPROVEMENT COMMITTEE [CONT]

1. ARIC RENUMERATION POLICY DRAFT – Director Corporate and Community Services

The ARIC Remuneration Policy is new to Greater Hume, outlining fees and reimbursements that Independent Members and Chairperson will be entitled to and paid.

Note that a member being paid travel allowance must be present at the meeting.

The Committee recommended that the Draft Policy be presented to the next Council Workshop in preparation for the February Council Meeting. The policy will then be made public for endorsement at the March 2025 Meeting.

Resolved (Glenn Wilcox, Second Melanie Dusterhoft-Maverick)

2. CLARIFICATION RE: GRANTS APPLICATIONS REPORTING TO COUNCIL - Director Corporate and Community Services (verbal)

The Committee provided clarification of the level of detail for inclusion in Reports to Council and Recommended that the Report should be simple, easy to read and interpret, and include the following –

- Grant name and project
- Funding and budget
- Expenditure
- Percentage complete
- Grant Project completion date
- Relevant comments in relation to completion of the grant project.

Resolved (Glenn Wilcox, Second Melanie Dusterhoft-Maverick)

The Committee also made the following comments -

- Council should only apply for grants that align with Council's CSP strategy.
- Council should be careful to not use grants to build assets that it cannot afford to maintain.
- Reports should be available monthly and be included as part of the quarterly review.

Draft report to be distributed to the ARIC committee members for review before taking to council.

3. LRCI funding confirmation

The Committee was provided with details relating to the replacement projects included in Round 4 funding following advice that several nominated projects were deemed ineligible.

The Committee sought clarification on eligibility of replacement projects and was advised that the nominated replacement projects were identified in Council's 2024/25 Operational Plan as being *subject to grant approval*.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

AUDIT RISK AND IMPROVEMENT COMMITTEE [CONT]

4. CHAIRPERSONS REPORT

a. Format and Structure of Reports to Council by GHC Officers

The matter of the format of Reports to Council was discussed in some detail and the need to address in the reports any issues relating to risks- financial, environmental, legislative compliance, and reputational.

The Committee Recommended that the structure of Reports and the compilation of Council's business paper be referred to Council's Executive Leadership Team for review.

b. Development of Capital Expenditure policy

The Committee recommended that Council develop a project template and Policy for Capital Expenditure, and also a Loan Policy, and that these be referred to Council's Executive Leadership Team for discussion.

c. Development of ARIC Annual Workplan

The Chairperson advised he will work with the Manager Risk and Governance to develop a draft Annual Workplan and bring to the next ARIC Meeting.

Recommendation, Report Received and noted.

Resolved (Melanie Dusterhoft-Maverick, second by Glenn Wilcox)

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

AUDIT RISK AND IMPROVEMENT COMMITTEE [CONT]

5. ACTING GENERAL MANAGERS REPORT

a. EPA update Funk's Pit

The Committee was provided with a verbal report from the Director Engineering Services. He advised that

- Council is waiting for final confirmation from EPA that they are happy with the completion of the rehabilitation.
- Testing has been conducted and confirmed that Funks Pit is no longer contaminated. Currently investigating alternate sites for fill for Funks Pit.
- Seeding and planting will commence as soon as the weather is favourable.
- A Weed Spraying program will also be put in place.
- Walla Walla landfill has also been rehabilitated in the process of the 'Clean up' of Funks Pit.

b. Legal Claims update

The Committee was provided with a verbal report from the Manager Risk and Governance

c. Manager of assets update

The Committee was provided with a verbal report from the Director Engineering Services in relation to the proposed restructure of the Engineering Department.

d. Integrated Planning and Reporting

The Acting General Manager provided a verbal report on progress with development of Council's Community Strategic Plan and advised that

- Council is reviewing strategies and have engaged the assistance of an external consultant.
- A report on the Community Engagement Strategy will be presented to Council this month.
- A workshop with Councillors will be held Wednesday 12th Feb 2025 with the appointed external consultant.

Recommended that the Report be received and noted.

Resolved (Melanie Dusterhoft-Maverick, second by Glenn Wilcox)

6. PULSE ACTIONS REPORT – Manager Risk and Governance

It was agreed that actions completed in the timeframe between meetings be shown in the Report to ARIC, after which they can be removed and archived.

Recommended that the Report be received and noted.

Resolved (Melanie Dusterhoft-Maverick, second by Glenn Wilcox)

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

AUDIT RISK AND IMPROVEMENT COMMITTEE [CONT]

7. 2024 CONTINUOUS IMPROVEMENT PATHWAY PROGRAM REPORT - Manager Risk and Governance

The Committee noted the Report and commented on the 71% compliance for footpaths and questioned why Council was committing a further \$925k to construct new footpaths/ walking tracks as part of the Active Transport Fund Program grant applications process when 29% of its existing Footpath network requires maintenance.

Recommended that the Report be received and noted.

Resolved (Glenn Wilcox, second by Melanie Dusterhoft-Maverick)

8. INTERNAL AUDIT SCHEDULE 24/25 PROGRESS REPORT SCHEDULE 24/25 – Manager Risk and Governance

The Committee agreed to put Delegations of Authority back until the new plan is updated for 2025/26.

Recommendation

Remove Delegations of Authority from the Audit until the new plan is updated 25/26

Resolved (Glenn Wilcox, second by Melanie Dusterhoft-Maverick)

9. RWHS MINUTES - Manager Risk and Governance

Recommended that the RWHS minutes be received and noted

Resolved (Glenn Wilcox, second by Melanie Dusterhoft-Maverick)

Next Meeting, 20th May 2025, Future meetings to commence at 9am.

Meeting Closed 12.18pm.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

ENVIRONMENT AND PLANNING

1. GREATER HUME COUNCIL SETTLEMENT STRATEGY

Report prepared by Report prepared by Director Environment and Planning – Colin Kane & Town Planner – Gayan Wickramasinghe

REASON FOR REPORT

To inform Council of the selected planning consultant and the intention to proceed with the Greater Hume Council Settlement Strategy.

REFERENCE TO DELIVERY PLAN ACTIONS

The following strategies have direct or indirect connection with the proposed Greater Hume Council Settlement Strategy as outlined in the Greater Hume Council Community Strategic Plan 2022-2032:

1. *'Our towns and villages are championed to stimulate economic growth, investment and employment opportunities.'*
2. *Our communities share responsibility to increase sustainability and minimising our environmental impacts.*
3. *Our leadership and advocacy is responsive to the needs of our diverse community.'*

DISCUSSION

Greater Hume Council has elected to undertake a settlement strategy for the entire Council area, excluding the area of land for which the Jindera Residential Land Use Strategy applies. The primary function of the settlement strategy is to consider constraints and opportunities, determine the optimum location for residential development, and allow for planning of infrastructure upgrades. A secondary function is to avoid land use conflict by investigating the interaction between residential, industrial, and commercial land. Recommendations will be sought regarding potential land use zoning changes for commercial land and future locations for industrial land.

The scope of the strategy includes the following:

1. *'Through engagement with the community to ensure inclusion of their actual experiences on affordable decent housing, use of the commercial area and use of industrial land.'*
2. *Deliver an increase in housing supply.*
3. *Meet the communities need for housing diversity via:*
 - *Size and choice of land and dwellings*
 - *A range of affordable housing options.*
4. *Attract and retain young people to live in the communities of Greater Hume.*
5. *Provide for an active lifestyles and a sense of wellbeing.*
6. *Promote sustainability potentially via:*
 - *Green Infrastructure*
 - *Active Transportation*
 - *Energy efficient design principles.*

ORDINARY MEETING OF GREATER HUME COUNCIL
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ON WEDNESDAY, 19 FEBRUARY 2025

GREATER HUME COUNCIL SETTLEMENT STRATEGY [CONT]

7. *Minimise land use conflict between residential land and other land uses such as commercial areas, industrial land uses and agricultural land uses.*
8. *Consider planning options to ensure the future viability of commercial activity in main streets.*
9. *Consider demand for industrial and commercially zoned land and suggest locations for these land uses.'*

In order to proceed with the strategy, tenders were invited by Council through the Vendor Panel Portal website. In addition, after contacting neighbouring councils, Council staff also requested quotes from other independent planning consultants. The expression of interest closed on Friday, 31 January 2025.

Council received a total of three quotes from the following consultants:

- Habitat Planning
- PSA Consulting
- Zenith Town Planning Pty Ltd.

All three quotes were evaluated in accordance with the key criteria outlined in the scoping report, as listed below

1. *'The consultant's capabilities as a suitably qualified project lead with extensive experience in leading and successful project delivery;*
2. *response to the indicative statement of requirements presented herein including the identification of a detailed return brief;*
3. *a simple, preliminary project plan (Gantt chart);*
4. *experience on similar projects;*
5. *CVs and charge out rates of nominated personnel including proposed internal management structure for the project over its duration and quality assurance systems;*
6. *fee schedule with a breakdown of key tasks; and*
7. *Identify any risks likely to occur / impact the schedule / milestones / deliverables including rating them low/medium/high risk and describe any measures that will be implemented to mitigate the risk (including timing).*
8. *how the consultant will provide clear confirmation that adequate staff and resources can be made available for the project.'*

The fee quotes provided by all three consultant firms range between \$100,000.00 and \$110,028.00, which is well below the allocated budget for the project. In evaluating the quotes, Council staff also undertook a review of the recent works that the above consultants carried out on behalf of Greater Hume Council and other councils in formulating similar strategies.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

GREATER HUME COUNCIL SETTLEMENT STRATEGY [CONT]

In assessing **past performance** (including relevant experience and expertise), **methodology, and programs in the fee proposals** (including proposed lead times and understanding of the controlled process), as well as **their capability** (including the availability of resources), Council staff determined that the fee proposal provided by PSA Consulting was more favourable than the other fee proposals from the other consultants

BUDGET IMPLICATIONS

The quoted price is well below the allocated budget for the preparation of the settlement strategy.

RECOMMENDATION

That Council receive and note the appointment of PSA Consulting to complete the Greater Hume Settlement Strategy.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PART C - ITEMS FOR INFORMATION

GOVERNANCE

1. TOURISM AND PROMOTIONS REPORT – DECEMBER 2024 / JANUARY 2025

Prepared by: Emily Jones, Tourism and Communication Coordinator

Greater Hume Council Websites

Outcome 4.2 - Our communication is open, effective and purposeful to connect and educate our community.

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

Comments

		greaterhume.nsw.gov.au		ghchildren.com.au		visitgreaterhume.com.au	
December 24		Previous	Current	Previous	Current	Previous	Current
Website Traffic	New	7842	6115	525	406	1314	1095
	Returning	3279	5250	202	162	697	1063
Traffic Source	Organic	6117	4553	322	256	865	680
	Direct	1232	976	173	143	181	118
	Referral	107	66	5	2	246	278
	Social	346	620	22	5	22	17
Device Paths	Desktop	2021	1805	159	141	445	371
	Mobile	655	3983	242	168	627	688
	Tablet	82	100	2	0	30	29

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

TOURISM AND PROMOTIONS REPORT – DECEMBER 2024 / JANUARY 2025 [CONT]

		greaterhume.nsw.gov.au		ghchildren.com.au		visitgreaterhume.com.au	
January 25		Previous	Current	Previous	Current	Previous	Current
Website Traffic	New	6115	9731	406	415	1095	1408
	Returning	5250	4015	162	370	1063	1369
Traffic Source	Organic	4553	7833	256	276	680	871
	Direct	976	1187	143	125	118	154
	Referral	66	127	2	0	278	363
	Social	620	561	5	14	17	19
Device Paths	Desktop	1805	2178	141	135	371	492
	Mobile	3983	3902	168	261	688	861
	Tablet	100	125	0	3	29	39

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

1. Living in Greater Hume – Waste Facilities Opening Times Charges and Accepted Waste
2. Living in Greater Hume - Public Swimming Pools
3. Your Greater Hume Council – Careers With Us
4. Living in Greater Hume – Jindera Swimming Pool
5. Greater Hume’s Australia Day Celebrations

www.ghchildren.com.au – top pages:

1. Family Day Care
2. Enrol Your Child/Children
3. Culcairn Centre
4. Contact Us
5. Holbrook Centre

www.visitgreaterhume.com.au – top pages:

1. Natural Wonders - Wymah Ferry
2. Culcairn - Explore Eat Stay/ Culcairn Caravan Park
3. Natural Wonders- Table Top Reserve
4. Natural Wonders – Morgans Lookout
5. Natural Wonders - Lake Hume

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

TOURISM AND PROMOTIONS REPORT – DECEMBER 2024 / JANUARY 2025 [CONT]

Social Media

Outcome 4.2 - Our communication is open, effective and purposeful to connect and educate our community.

Continued implementation of the GHC Communication Plan. Expand the information available to the community online and encourage online collaboration and self-serve service platforms

Comments

Instagram, #visitgreaterhume – 1191 followers

Individual facebook pages:

- Greater Hume Council – 4119 followers
- Visit Greater Hume – 853 followers
- Holbrook Submarine Museum – 1342 followers
- Greater Hume Children's Services – 1100 followers
- Greater Hume Youth Advisory Committee – 484 followers
- Buy Local in Greater Hume – 683 followers

Greater Hume Council Newsletters

Outcome 4.2 - Our communication is open, effective and purposeful to connect and educate our community.

Develop quarterly Council newsletters and a rates notice insert whilst ensuring effective and targeted content

Comments

Council Summer newsletter has just been released. This edition features events, Library and Children Services updates, important information regarding the Australia Day Celebrations in Henty and community updates and information. Autumn edition of Greater Hume Council Newsletter is currently in production and will be available in first week of March.

Greater Hume Tourism and Promotions

Outcome 2.3 - Our region's highlights are celebrated, maintained and promoted to enhance our visitor experience

Comments

- Monthly newsletters are sent to all Greater Hume Tourism Operators, providing latest information on tourism opportunities, marketing, social media and promotional campaigns as well as relevant contacts and statistics.
- Managing over 200 Greater Hume ATDW Listings. The Australian Tourism Data Warehouse (ATDW) is Australia's national platform for digital tourism marketing in Australia. ATDW distributes information to over 60 partners' websites to support local tourism businesses in expanding their on line exposure, bookings and marketing.
- Submitted visitor and What's On advertising in Eat Play Summer Edition 2024. The print run is 24,000, 14,000 are inserted into The Border Mail and the additional 10,000 distributed. Distribution is to all Visitor Information Centres through NE Victoria and South West NSW/Riverina plus Canberra and Melbourne. Other business (inc motels) and advertisers.
- Emailed (over 600) 'What's On in January' to Visitor Information Centres in NSW and VIC, coach/bus/tour companies, tourism operators within shire and regional, media, visitor information points and to interested residents in the shire.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

- Emailed (over 600) 'What's On in February' to Visitor Information Centres in NSW and VIC, coach/bus/tour companies, tourism operators within shire and regional, media, visitor information points and to interested residents in shire.
- Currently redoing signage around Greater Hume, including visitor signage, tourist maps and billboard designs.
- A local Photoshoot was held in Holbrook to capture businesses within the Holbrook Community. Three local families were used in the shoot and a local photographer was hired.
- Engage local operators to attend Tourism Resilience workshops run by Destination NSW and Visit the Murray.

Visitor Information Centre and Submarine Museum

Outcome 2.3 - Our region's highlights are celebrated, maintained and promoted to enhance our visitor experience.

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

Comments

Visitor Information Centre Statistics:

Dec 24 - Walk In – 2343, Phone Calls - 22, Emails – 5.

Dec 23 - Walk In – 2120, Phone Calls - 23, Emails – 3.

Submarine Museum Statistics:

Dec 24 - Adult - 250, Child - 97, Concession - 174, Family - 136, Group - 45, Total - 1248.

Dec 23 - Adult - 226, Child - 92, Concession - 138, Family - 142, Group - 32, Total - 1153.

Visitor Information Centre Statistics:

Jan 25 - Walk In – 2810, Phone Calls - 30, Emails – 3.

Jan 24 - Walk In – 2759, Phone Calls - 31, Emails – 2.

Submarine Museum Statistics:

Jan 25 - Adult - 242, Child - 114, Concession - 246, Family - 131, Group - 0, Total - 1384.

Jan 24 - Adult - 322, Child - 159, Concession - 240, Family - 187, Group - 17, Total - 1583.

Events

Outcome 2.3 - Our region's highlights are celebrated, maintained and promoted to enhance our visitor experience

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

Comments

During this period we have supported over 20 events across Greater Hume from Australia Day, Christmas Carols across Greater Hume, Holbrook Christmas Markets and Poker Run on Australia Day. We are currently supporting Henty Ag Show, Festival by the Sub, Holbrook Triathlon and Holbrook Agricultural Show, Morgan Country Car Club Show and Shine and various Jindera Pioneer Museum events.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

Australia Day

Outcome 1.1 - Our communities are welcoming and inclusive to support diversity and social connectedness

Comments

Australia Day 2025 in Greater Hume was held at the fantastic Henty Recreation Grounds, it was a fabulous ceremony, with over 350 people attending. Our Master of Ceremonies, Cr Brian Liston ran the official ceremony, announcing the local nominees and winners for our award categories. Some of the highlights were the wonderful addresses given by our Australia Day Ambassador, Mr James Pittar, St Paul's College captain's Archie Frohling and Jessica Martin, and Cr Lea Parker, Mayor, Greater Hume Council. The Australian flag was unfurled by a representative of the Henty Community, Harlan Candy. The Henty Singers led Advance Australia Fair and provided entertainment throughout the ceremony.

Two residents of Greater Hume became Australian citizens following an official Australian Citizenship Ceremony, they were:

- Alison Crilly, Culcairn
- Alana Rickard, Little Billabong

We congratulated the award nominees and winners who were recognised for their hard work on behalf of the Greater Hume community, and the winners were:

- Citizen of the Year – **Alison Schuster, Henty**
- Youth Empowerment Award – **Lucy Grills, Holbrook**
- Sports Person/Team of the Year – **Ashley-James Bender, Holbrook**
- Sports Volunteer/s of the Year – joint winners **Debbie Mills, Holbrook and John Mullavey, Walla Walla**
- Community Event of the Year – joint winners **Brock Burrum Big Freeze and Walla Walla Lutheran Church Centenary**
- Group Volunteers of the Year – joint winners **Holbrook Meals and Wheels and Rural Care Link Op Shop Volunteers, Jindera**
- Individual Volunteers of the Year – joint winners **Kerry Small, Henty, Colin Barrett, Henty and Andrew Kotzur, Walla Walla**

Australia Day 2026 is to be held in the Jindera Community.

Signage

Outcome 2.3 - Our region's highlights are celebrated, maintained and promoted to enhance our visitor experience

Comments

Tourism and Village Signage is being developed in Burrumbuttock, the Submarine Precinct and Gallipoli Park, Holbrook.

Murray Regional Tourism (MRT)

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

Outcome 2.3 - Our region's highlights are celebrated, maintained and promoted to enhance our visitor experience

MRT is a joint venture between Albury, Balranald, Berrigan, Campaspe, Corowa, Deniliquin, Gannawarra, Greater Hume, Mildura, Moira, Murray, Swan Hill, Wakool, Wodonga, as well as Tourism Vic and Destination NSW.)

Comments

- Currently attending monthly zoom meetings with MRT and the VIC network group.
- Advocacy for current flooding crisis along the Murray and positive promotions depicting The Murray as still open for visitors with a wide range of activities still open.
- COVID Recovery Funding - A Greater Hume promotional campaign in partnership with Murray Regional Tourism and Destination NSW has now been completed with statistics to be released shortly.
- Staff are undergoing Social Media Training which begun February, led by Murray Regional Tourism. This training includes one on one mentoring sessions.
- Partnered with MRT to provide various programs to Greater Hume Tourism Operators. These have been promoted, supported and utilised by a variety of TOs over the year. Three more programs have just been launched for 2025.
- Murray Tourism are currently creating a new website, Council Staff have been working in partnership with Murray Tourism to ensure Greater Hume is represented on the website,

Museums and Heritage

Outcome 1.3 - Our connection to the local culture and environment fosters positive relationships and learning for sustained health benefits.

GHC currently has 11 public or private museums and three historical societies. Museum Advisor (Vanessa Keenan) – In partnership with Albury City Council and Museums and Galleries NSW.

Comment

A full training/workshop program has been held and conducted by the Museum Adviser with museum volunteers, staff of Albury and Greater Hume at the new Digitisation Hub. A new Community Museum engagement training plan has been developed by the Museum Advisor. Staff are working towards completing this plan with Community Museum volunteers. Museums included within this program have been supported with grant applications, mission statements, collection support and community mapping programs. The 2025 Workshop and Training program has commenced, including a site visit to all participating Museums.

Greater Hume Community Museums now have an extensive library of objects on eHive, with over 250 objects now listed, (eHive is a web-based collection cataloguing system used worldwide by hundreds of museums, societies and private collectors to catalogue objects, store images, manage acquisition information and publish their collections online.) for those looking to learn more about some of the region's most significant objects/artefact's.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

CORPORATE AND COMMUNITY SERVICES

1. GREATER HUME LIBRARY SERVICES

Report prepared by Acting Customer Relations Coordinator – Carly Toll

REASON FOR REPORT

To inform Council on library membership and participation in Greater Hume Council Libraries.
To inform Council on Youth Services programs and events held in Greater Hume Council

REFERENCE TO DELIVERY PLAN ACTIONS

Theme Healthy Communities.
Outcome We are revitalising our communities, welcoming visitors, growing our economy and promoting the lifestyle, culture and heritage offered in our communities.

DISCUSSION

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

Library Programs- December 24 and January 25

Library Programs	Location	Event
Christmas Craft Tables	Holbrook and Henty	During the month of December, a wonderful selection of craft materials were available for families to create Christmas craft, this was a huge success.
Storytime and Christmas Craft	Jindera and Culcairn	During the month of December Storytime participants also create some beautiful Christmas craft.
Books to Boot	Village visits	A mobile library transition program that provided a selection of books to our villages affected by the ceasing of the Mobile Library. This also included information on how to use online library programs.
Book Nooks	Henty, Culcairn and Holbrook	Each month children's picture books and adult 'coffee table' nonfiction books are delivered to businesses and organisations. This continues to be popular.
Story Time	Henty, Culcairn, Holbrook and Jindera	Story time continues to be held at the libraries each month. Participants include before school aged children, preschool and school students.
Knitting Club	Culcairn	The Culcairn Knitting Club attend on the second and fourth Tuesday of the month for the bi – weekly gathering to share their blanket making prowess & morning tea together
Food and Gift Appeal	Culcairn, Holbrook, Jindera, Henty	Very generous donations of non-perishable food items and gifts were received at our 4 libraries up until 16 December, these were then collected by

**ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025**

		community groups to give to our community members and children in need.
January School Holiday program - Reptiles on the Go	Culcairn and Jindera Libraries	Reptiles on the Go featured a free, fun and educational showcase where children learnt about fabulous Australia native reptiles in the safety and comfort of our Libraries, this event was in high demand, and we had a large waiting list for both shows.
Vacation Care Visit	Holbrook, Henty and Culcairn	Greater Hume Children's Services visited during the month of January for stories and craft programs including wooden aeroplanes, sand bottles and clay winter wonderlands
School Holiday Program – Pom Pom Pocket Pals	Henty, Holbrook, Culcairn	Imaginations went wild, when children got to create cute little animals out of pre-made pom poms and foam shapes. A lot of different animals were created, and the children used their fine motor skills and creativity to make a little pocket pal. 4 children attended
Clay Creation Water Globes	Holbrook, Jindera	Towards the end of the summer school holidays the children attending GHC Vacation Care visited the Holbrook Library where they had a lot of fun making water globes.

Upcoming Library Programs – February 25

Upcoming Programs	Location	Event Description
Library Lovers Day	Holbrook, Henty, Culcairn and Jindera	To celebrate Library Lovers Day which is 14 February a love heart chocolate will be gifted when a library member borrows books.
Billabong High School	Culcairn	Weekly volunteering from our students to assist residents with their tech needs.
Knitting Club	Culcairn	Bi-weekly visits to knit and connect with other group members.
Story Time	Henty, Culcairn, Holbrook and Jindera	Story time continues to be held at the libraries each month. Participants include before school aged children, preschool and school students.

Library Statistics – Combined December 24 and January 25

Library Statistics – December 24 and January 25	Henty	Culcairn	Holbrook	Jindera
Issues	411	418	822	163
Online Resources	370	206	405	142

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

Door Count	617 (Dec only)	3133	4810	NA
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(Please note Henty Library is only open 20 hours per week – Tuesday – Friday 12pm - 5pm. All other libraries are open Monday to Friday 8.30am – 5pm)

BUDGET IMPLICATIONS

Nil. Works are funded from budget allocations.

CONCLUSION

Greater Hume Council continues to provide programs and services for all members of the community, a combination of events has led to an exceptionally busy period for the Customer Relations team, and they have managed the increased demand with dedication and efficiency.

2. STATEMENT OF BANK BALANCES AS AT 31ST JANUARY 2024

The statement of bank balances as at 31st January is attached as **ANNEXURE 15**

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

ENGINEERING

1. DECEMBER & JANUARY REPORT OF WORKS

Grants Program

State Roads Maintenance (RMCC)

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

Heavy Patching on MR78 is continuing.

Resealing on MR78 is due to commence in February.

TfNSW will be installing new guardrail on MR284, commencing February. As part of safety upgrades.

Regional Roads

General maintenance is continuing on all Regional Roads.

Widening of Wantagong Creek Bridge on Jingellic Road (MR331) is progressing.

Local Roads

Sealed:

General maintenance on local roads is continuing.

Brocklesby Balldale Road (Stage 2) Road reconstruction is continuing. 1.1km has been sealed and the next 1.1km is being prepared.

Shoulder repairs on various local roads from natural disaster AGRN1034 are continuing.

Natural disaster heavy patching on various local roads is continuing.

Council's resealing program is progressing with completion expected in March.

Unsealed:

Gravel resheeting as per Council's Resheeting Program is continuing on various local roads.

The installation of a floodway culvert on Galena Hills Road, Holbrook is complete.

Maintenance grading has been carried out on the following roads during December and January. (**See Map ANNEXURE 16**).

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

Road Name	Location	Length Graded (km)
ROAD NAME	LOCATION	APPROX. LENGTH
Back Henty Road	Fischers Rd to Henty Walla Rd	6.2
Back Henty Road	From Culcairn end	3
Benambra Road	From Weeamera Rd, westwards	3.2
Bonnie Springs Road	Whole length	1.6
Brigadoon Lane	Whole length	1.8
Bunyans Road	Whole length	4.1
Burges Lane	Whole length twice	1.6
Calool Lane	Whole length	1.7
Camelot Lane	Graetz Road to corner	1.1
Carroll Lane	Whole length	2.8
Dunwandren Lane	Whole length	1
Funks Road	Unsealed section	1.6
Galena Hills Road	Whole length twice	2.6
Gump Swamp Road	Patches	4
Hamdorf Road	Whole length	2.2
Heriots Road	Whole length (no map - assumed length)	3.9
Holbrook Landfill	Fire breaks and access	
Jelbart Road	Unsealed section	1.8
Jelbart Road	Unsealed section	1
Kellys Road	From Ryan Stock Route end	5
Kellys Road	Unsealed section	10
Lemke Road	Glenellen Rd to bend	1
Luther Road	Whole length	1.3
Pioneer Dr	Unsealed section	0.8
Quartz Hill Road	Unsealed section	4
Ralvona Lane	Shoulders only	
Roachdale Road	From Holbrook Wagga Road	1
Rock Road	Whole length	0.7
Taylor's Road	Unsealed section	4.2
Thugga Lane	No map – assumed length and location	1.5
Whyte Road	Whole length	1.4
	Total	46.4

Urban Streets:

General maintenance of urban streets including signage replacement is continuing.
Council's urban resealing program for 2024/25 is complete.
Street Light installation at Hueske Road and Urana Road intersection is continuing.

General:

General maintenance of public toilets and parks is continuing.
New toilet block construction at Burrumbuttock Recreation Reserve is complete.
Holbrook Flood Levy construction is continuing

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

Monthly Works Maintenance Expenditure:

Local Roads Program	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Vandalism	Natural Disaster & Pothole Expenditure to Date	Comments
Urban Roads Maintenance	\$248,307	\$144,846	\$90,942	\$53,904		\$19,537	
Urban Roads Town Maintenance	\$439,945	\$256,635	\$298,446	-\$41,811	\$0	\$0	Over expenditure is offset by under expenditure on Urban Roads Maintenance.
Rural Roads Sealed	\$1,011,459	\$590,018	\$580,069	\$9,949	\$1,430	\$1,457,193	
Rural Roads Unsealed	\$1,548,030	\$903,018	\$827,045	\$75,972		\$633,831	
Street Tree Maintenance	\$264,195	\$154,114	\$133,432	\$20,681	\$0	\$0	

Sportsgrounds, Parks & Public Toilets	Current Budget	Monthly Budget to Date	YTD Expenditure	Monthly Budget Variance to Actual	Vandalism	Natural Disaster & Pothole Expenditure to Date	Comments
Sportsground Maintenance	\$391,477	\$228,362	\$205,313	\$23,048	\$1,922	\$0	
Parks & Gardens Maintenance	\$307,863	\$179,587	\$184,883	-\$5,296	\$13,419	\$0	Continue to monitor expenditure.
Public Toilets Maintenance	\$281,042	\$163,941	\$139,384	\$24,557	\$6,036	\$0	

NB : Sportsground Maintenance excludes annual GHC contribution payment

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

Major Projects Expenditure:

Project	Budget	YTD	Committed	Total	% Budget Expended	% Work Completed	Comments
2024-2025 Resealing Program	\$2,093,708	\$1,000,285	\$1,000,991	\$2,001,276	47.78%	75.00%	Resealing has commenced and is programmed to be completed in March 2025.
2024-2025 Gravel Reheating Program	\$1,706,700	\$844,786	\$453,362	\$1,298,148	49.50%	52.00%	Resheeting Works are progressing to program.
Brocklesby Balldale Road Rehab - Stage 1 & 2	\$4,671,579	\$3,838,946	\$264,114	\$4,103,059	82.18%	84.00%	Stage 2 has had 1km sealed and work is progressing on the next 1km, project is progressing to schedule.
Regional Emergency Road Repair Program	\$9,130,569	\$7,342,582	\$0	\$7,342,582	80.42%	80.42%	Works are progressing as per Approved Project Plan.
Jingellic Road - 5 Bridges/culverts	\$4,520,000	\$3,893,305	\$18,940	\$3,912,245	86.14%	90.00%	Work is continuing on the Wantagong Bridge widening.
Culcairn Residential Subdivision	\$3,217,391	\$2,706,187	\$38,255	\$2,744,442	84.11%	88.00%	Project is complete.

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

ENVIRONMENT AND PLANNING

1. **DEVELOPMENT APPLICATIONS PROCESSED FOR THE MONTH OF DEC 2024 & JANUARY 2025**

The Schedule of development applications for the month of OCTOBER 2024 is attached at **(ANNEXURE 17)**

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025

PART D

COMMUNITY MEETING- MINUTES

Attached in **ANNEXURE 18** are the Minutes of the following items:

1. Culcairn CDC
2. Brockelsby Focus Group
3. Walla Walla Community Hall Committee
4. Holbrook Community Gardens
5. Walla Walla Solar Farm Committee

ORDINARY MEETING OF GREATER HUME COUNCIL
TO BE HELD AT
COUNCIL CHAMBERS, BALFOUR ST, CULCAIRN
ON WEDNESDAY, 19 FEBRUARY 2025