

HENTY MEN'S BOWLING CLUB



Gary Kern
President

PO Box 76
Henty 2658

Peter White
Secretary

The Greater Hume Shire
Director Environment and Planning

Attention: Mr Colin Kane

Dear Colin

In October 2017 Henty Men's Bowling Club applied for a Development Application for a new awning to be constructed at the club.

A grant was applied for, received, and the awning has since been completed.

The Henty Men's Bowling Club is a not for profit entity with all work carried out by the green keepers and others maintaining the surrounds is on a volunteer basis.

The awning is for the benefit of both men, ladies and junior bowlers for protection against extreme weather conditions as well as outdoor entertainment for those not wishing to enter the club house.

We ask council if they would please refund the Development Application Fee of Six Hundred and Sixteen Dollars (\$616.00) to the Henty Men's Bowling Club.

Yours sincerely
Peter White
Secretary
Ph;0434283554

Mrs Lisa Birnie
62 Rangeview Drive
Jindera NSW 2642

Colin Kane
Director Environment & Planning
Greater Hume Council
39 Young St
PO Box 99
Holbrook NSW 2644

Dear Colin,

As you are aware, I am seeking DA approval to put a relocatable granny flat on my property at 62 Rangeview Drive Jindera.

I would like to request Council waive the covenant on my land which reads as follows:

b. No garage or outbuilding may be erected on the lot: which is not constructed entirely of new materials or which has been wholly or substantially assembled off the lot whether as a previous occupied building or otherwise.

The building has been previously occupied however is in very good condition, structurally sound and looks modern. If approved we intend to have it placed setback from the main residence and behind our garage so not visible directly from the road.

We are intending to get the outside of the building professionally painted to match in with our residence.

Thank you for your assistance in this matter.

Regards,

Lisa Birnie



22nd April 2018

To Whom It May Concern,

Re: Lot 3 DP 103041 / Lot 15 DP 261930

We have today received confirmation that the above titles have been transferred into the name of Martin Rural Investments on the 17/4/18.

Our company purchased our farm in February 2000 and were never aware that these titles were not included in the sale, as all solicitors, banks and real estate agents never disclosed this information, leading us to believe that they were unaware as the sales brochure included these parcels of land.

After consultation with Greater Hume Shire and Steven Pinnuck we opted to pay the overdue rates/interest on the land to avoid it going to public auction and engage a solicitor to act on our behalf to acquire the land under Adverse Possession. This process has been a lengthy one taking over two years to complete, and a lot of advertising, investigations and time to confirm that the original land owner on the title was deceased, along with his beneficiaries. This process has come at a cost of \$8429.06 as well as the council rates/interest of \$3129.10.

Martin Rural Investments would like to request a refund of the interest/rates and a regrouping of the two titles into our other portfolio and revised rates to date.

I have attached a copy of the certificates of title for your records. If you require any further information or copies of correspondence between us and GHS please don't hesitate to contact us.

Regards

Rob & Jody Martin

BOX 35D
(AM503749)

ANNEXURE 3

NEW SOUTH WALES

CERTIFICATE OF TITLE

REAL PROPERTY ACT, 1900



TORRENS TITLE REFERENCE	
3/103041	
EDITION	DATE OF ISSUE
1	17/4/2018
CERTIFICATE AUTHENTICATION CODE	
2VM5-SJ-XDJ9	

I certify that the person described in the First Schedule is the registered proprietor of an estate in fee simple (or such other estate or interest as is set forth in that Schedule) in the land within described subject to such exceptions, encumbrances, interests and entries as appear in the Second Schedule and to any additional entries in the Folio of the Register.

REGISTRAR GENERAL



ANY ATTEMPT TO ALTER THIS CERTIFICATE COULD RESULT IN HEAVY FINES OR IMPRISONMENT (S.141 REAL PROPERTY ACT).

LAND

LOT 3 IN DEPOSITED PLAN 103041
LOCAL GOVERNMENT AREA: GREATER HUME SHIRE.
PARISH OF LITTLE BILLABUNG COUNTY OF GOULBURN
TITLE DIAGRAM: DP103041

FIRST SCHEDULE

MARTIN RURAL INVESTMENTS PTY LTD

(YA AM503749)

SECOND SCHEDULE

-
1. LAND EXCLUDES MINERALS AND IS SUBJECT TO RESERVATIONS AND CONDITIONS IN FAVOUR OF THE CROWN - SEE CROWN GRANT(S)
 2. LAND EXCLUDES THE ROAD(S) SHOWN IN THE TITLE DIAGRAM

· **** END OF CERTIFICATE ****

BOX 35D
(AM503749)

ANNEXURE 3

NEW SOUTH WALES

CERTIFICATE OF TITLE

REAL PROPERTY ACT, 1900



TORRENS TITLE REFERENCE	
15/261930	
EDITION	DATE OF ISSUE
1	17/4/2018
CERTIFICATE AUTHENTICATION CODE	
Z3VJ-VP-QV2D	

I certify that the person described in the First Schedule is the registered proprietor of an estate in fee simple (or such other estate or interest as is set forth in that Schedule) in the land within described subject to such exceptions, encumbrances, interests and entries as appear in the Second Schedule and to any additional entries in the Folio of the Register.

REGISTRAR GENERAL



ANY ATTEMPT TO ALTER THIS CERTIFICATE COULD RESULT IN HEAVY FINES OR IMPRISONMENT (S.141 REAL PROPERTY ACT).

LAND

LOT 15 IN DEPOSITED PLAN 261930
LOCAL GOVERNMENT AREA: GREATER HUME SHIRE.
PARISH OF LITTLE BILLABUNG COUNTY OF GOULBURN
TITLE DIAGRAM: DP261930

FIRST SCHEDULE

MARTIN RURAL INVESTMENTS PTY LTD

(YA AM503749)

SECOND SCHEDULE

- 1. LAND EXCLUDES MINERALS AND IS SUBJECT TO RESERVATIONS AND CONDITIONS IN FAVOUR OF THE CROWN - SEE CROWN GRANT(S)

**** END OF CERTIFICATE ****

Work Health & Safety Policy

Document Name	Document Version Number	Review Date
Work Health & Safety Policy	Insert Version Number Here	February 2018
Date Adopted	Minute Number	Status
Click Here to Enter Date	Insert Minute Number Here	Major Revision

Purpose

Council's commitment is to the provision of a safe and healthy work environment, as far as reasonably practicable, for all our workers, visitors and persons that may be affected by works undertaken by Council, through the elimination or minimisation of risks.

Scope

This policy applies to all workers of Greater Hume Council and all workplaces, worksites or other places where workers may be undertaking work or representing Council.

Definitions

Council means Greater Hume Council (GHC), ABN: 44 970 341 154.

Hazard is a situation or thing that has the potential to harm, including injury or illness to people or damage to plant, property or the environment.

Officer is defined as a person who makes, or participates in making decisions that affect the whole or a substantial part, of a business or undertaking of the Crown or public authority.

Other Duty Holders refers to matters where there are a number of different duty holders (i.e. PCBUs) involved in an activity and each duty holder can have an effect on work health and safety in relation to that activity. (e.g. a contractor, a supplier, or the owner of premises where work is carried out.)

PCBU is an acronym for Person Conducting a Business or Undertaking, where a person may be an organisation or individual. Council is a PCBU. Other organisations or individuals may hold shared responsibilities as a PCBU depending on the arrangement with Council.

Reasonably Practicable means doing what is reasonably able to be done to ensure the health and safety of workers and others, taking into account:

- The likelihood of the hazard or risk occurring
- The degree of harm that might result from exposure to the hazard or risk
- What the person concerned knows, or ought reasonably know,
 - about the hazard or risk, and
 - about the ways of eliminating or minimising the risk
- The availability and suitability of controls and the cost associated with controls, and
- After assessing the risk and available means to eliminate or minimise the risk, whether the cost is grossly disproportionate to the risk.

Responsibility refers to activities or processes over which a position is empowered and expected to exert control.

RWHS is an acronym for Risk (liability) and Work Health and Safety.

RWHSC is an acronym for Risk and Work Health and Safety Committee.

RWHSMS is an acronym for Risk and Work Health Safety Management System.

Worker has the same meaning as Worker under Section 7 of the Work Health and Safety Act 2011, being: an employee; a contractor or subcontractor; an employee of a contractor or subcontractor; an

Work Health & Safety Policy

employee of a labour hire company who has been assigned to work in the person's business or undertaking; an outworker; an apprentice or trainee; a student gaining work experience; a volunteer; or a person of a prescribed class.

Workplace means a place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work. Workplace includes: a vehicle, vessel, aircraft or other mobile structure, and any waters and any installation on land, on the bed of any waters or floating on any waters, in accordance with the Work Health and Safety Act 2011.

Policy Content

Commitment to this policy will be demonstrated, as far as reasonably practicable, by:

- Establishing measurable objectives and targets to ensure continuous improvement
- Allocating necessary resources to meet commitments
- Promoting a culture where harm to our people through work is unacceptable
- Developing and implementing health and safety standards that exceed the minimum legislative requirements
- Adopting a risk management approach to achieve compliance with all NSW WHS related legislation to ensure the health and safety of workers and visitors to its workplaces
- Ensuring that plant, equipment and substances are safe and without risk to health, safety of personnel
- Investigating all incidents, and occurrences with control measures implemented and reviewed to ensure elimination or mitigation of risks
- Communicating WHS through instruction, training and supervision to improve individuals understanding of workplace hazards, including safe work practices and emergency procedures
- Consulting between management, workers, visitors and other duty holders on WHS issues
- Ensuring that workers and visitors comply with appropriate WHS standards, codes of conduct and workplace directions to ensure their own and others health and safety at work
- Providing adequate systems and resources to effectively manage rehabilitation and recover at work processes
- Implementing and continuously improving the Risk & Work Health and Safety Management System.

Links to Policy

Asbestos Policy
Bullying and Harassment Policy
Document Control Policy
Drug and Alcohol Policy
Employee Performance Appraisal Policy
Performance and Misconduct Policy
Procurement Policy
Records Management Policy
Risk Management Policy
Smoke Free Environment Policy
Staff Education and Training Policy
Volunteer Policy
Workplace Health and Injury Management Policy

Work Health & Safety Policy

Links to Procedure

Asbestos Procedure
Confined Spaces Procedure
Construction WHS Procedure
Contractor WHS Management Procedure
Document Control Procedure
Electrical Equipment Safety Procedure
Emergency Preparedness Procedure
Employee Assistance Program Procedure
Employee General Health and Wellbeing Procedure
Employee Health Monitoring Procedure
Fatigue Management Procedure
First Aid Procedure
Hazardous Chemicals Procedure
Hazardous Manual Handling Procedure
Hazardous Noise Procedure
Induction Orientation and Exit Procedure
Infection Control Procedure
Inspection Testing and Monitoring Procedure
Isolation of Plant and Equipment Procedure
Managing Non-Work Related Injuries or Health Conditions Procedure
Managing Work Related Injuries Procedure
Managing Work Related Injuries Summary
Performance and Misconduct Procedure
Personal Protective Clothing and Equipment Procedure
Prevention of Work Related Stress Procedure
Procurement Procedure
Risk & WHS Responsibility Authority and Accountability Procedure
Risk Incident Hazard Report Procedure
RWHS Consultation Procedure
RWHS Issue Resolution Procedure
Safe Driving Procedure
Suspicious Mail Handling Procedure
Swimming Pool Inspection Testing and Monitoring Procedure
WHS Risk Management Procedure
Working Alone or in Isolation Procedure
Work at Heights Procedure

Links to Forms

RWHS Health and Training Calendar

References

StateCover Mutual

Responsibility

While the obligation for each person is different, all persons must ensure that the way they carry out their work does not interfere with the health and safety of themselves and other persons at the place of work. These obligations are detailed in the Risk & WHS Responsibility Authority and Accountability Procedure, with specific requirements for:

Duty Holders

Person conducting a business or undertaking (Council)

Council must ensure, so far as is reasonably practicable, the health and safety of:

- Workers engaged, or caused to be engaged by the person, and

Work Health & Safety Policy

- Workers whose activities in carrying out work are influenced or directed by the person, while the workers are at work in the business or undertaking.

The General Manager has ultimate responsibility for the implementation of Councils WHS protocol and regularly reviewing overall organisational health and safety performance.

Officer duties

Officers of Council have a duty to exercise 'due diligence' to ensure that Council complies with its duty to reasonably ensure health and safety. Officers are defined as a person who makes, or participates in making decisions that affect the whole or a substantial part of a business or undertaking.

Council shall fulfil these responsibilities through the appointed General Manager, Directors, and Managers who are responsible and accountable for the safety of workers including contractors, volunteers and Council property under their control.

All workers

All workers have responsibility for:

- Taking reasonable care for their own health and safety;
- Taking reasonable care that their acts or omissions do not adversely affect the health and safety or other persons;
- Following all WHS legislation, Council safety requirements and relevant codes of practice;
- Co-operating with management in the support of promotion of Health and Safety in the workplace;
- Not undertaking any task without the relevant induction, training or competency;
- Promptly reporting all hazards, injuries and safety incidents;
- Presenting for work in a fit state that does not prevent them carrying out their duties in a safe and responsible manner.

Compliance with health and safety requirements

Council employees must observe Council's health and safety policies, protocols, procedures and instructions. If a breach occurs, it may be necessary for disciplinary action in accordance with disciplinary procedures under the Local Government (State) Award and the GHC Performance and Misconduct Policy.

Document Author

Risk & WHS Coordinator

Relevant Legislation

Local Government (State) Award 2017

Work Health & Safety Act 2011

Work Health & Safety Regulation 2017

Associated Records

GHC Risk & Work Health Safety Management System (RWHSMS)

Document Name	Document Version Number	Review Date
Workplace Health & Injury Management Policy	Insert Version Number Here	February 2018
Date Adopted	Minute Number	Status
Click Here to Enter Date	Insert Minute Number Here	Revised

Purpose

This policy states Greater Hume Council's commitment to providing a safe, timely and durable return to work for all injured or ill employees and sets out the principles for managing the impact of a health condition or injury of an employee in the workplace, regardless of whether or not the health condition or injury is compensable.

This policy is based on the following principles:

- GHC is responsible for ensuring the health, safety and welfare of all employees at work.
- Employees are responsible for their own health, wellbeing and ability to perform the duties for which they are employed. This includes taking appropriate steps to address any injuries or health issues they may have, or may develop, if these impact on their capacity to safely perform the inherent requirements and demands of their position.
- GHC has the right to request medical assessment of the employee's injury or health condition where it impacts on their ability to safely perform the inherent requirements and demands of their position.
- The employee is to seek medical or other appropriate advice when directed to do so by the employer in the case of an employee having reduced capacity to safely perform the inherent requirements and demands of their position.
- The overall aim is to restore injured / ill employees to their fullest physical, psychological, vocational and economic capability.

Scope

This policy applies to all Greater Hume Council (GHC) employees.

Definitions

Council means Greater Hume Council (GHC), ABN: 44 970 341 154.

Employee refers to an individual who works under a contract of employment with GHC. For the purpose of this policy, this does not include: a contractor or subcontractor; an employee of a contractor or subcontractor; an employee of a labour hire company who has been assigned to work in the business or undertaking; a student gaining work experience; a volunteer; or a person involved with an employment scheme (such as work for the dole, etc).

Employer has the same meaning as a person conducting a business or undertaking under Section 5 of the *Work Health and Safety Act 2011*. For the purpose of this policy, the employer is Greater Hume Council (GHC).

Health Condition refers to illnesses or conditions sustained or developed by an employee, with a corresponding medical diagnosis. The nature of the health condition may be physical or psychological, acute or chronic, terminal or non-terminal.

Injury (compensable) means a personal injury arising out of, or in the course of, employment, and:

- includes:
 - a work-related injury or illness that is linked to a workers compensation claim lodged with the insurer, or
 - a disease contracted by an worker in the course of employment, where the employment was a contributing factor to the disease, or

Workplace Health & Injury Management Policy

- the aggravation, acceleration, exacerbation or deterioration of any disease where the employment was a contributing factor to the aggravation, acceleration, exacerbation or deterioration, but
 - does not include (except in the case of a worker employed in or about a mine to which the *Coal Mines Regulation Act 1982* applies):
 - a dust disease, or
 - the aggravation, acceleration, exacerbation or deterioration of a dust disease.
- Note: Where a person suffers from a dust disease, compensation is provided in the *Workers Compensation (Dust Diseases) Act 1942*.

Injury (non-compensable) is an injury or health condition which is not compensable (non-work related) but impacts on the employee's ability to safely perform the inherent requirements and demands of their position.

The terms *non-compensable* and *non-work related* refer to all injuries or health conditions that are:

- Sustained or developed outside of the workplace, that is, NOT as a result of performing duties for GHC
- Either sustained or developed prior to commencing employment with GHC (referred to as a pre-existing condition) or whilst employed by GHC that is not linked to a claim lodged with GHC's workers compensation insurer.

Injury Management the process that comprises activities and procedures that are undertaken or established for the purpose of achieving a timely, safe and durable return to work for employees following workplace injuries.

Injury Management Plan (insurer) is a plan for coordinating and managing those aspects of injury management that concern the treatment, rehabilitation and / or retraining of an employee with a compensable injury, for the purpose of achieving a timely, safe and durable return to work. An Injury Management Plan is to be written by the insurer for all employees with significant compensable injuries.

Inherent requirements and demands of the position refers to the requirements and demands of the employee's substantive position at their substantive workplace (at which they are employed). This is also referred to as the employee's pre-injury duties.

Independent Medical Assessment (IMA) is a medical examination conducted by a suitable qualified independent medical practitioner, nominated by GHC, for the purposes of assessing an employee's fitness to safely perform the inherent requirements and demands of their substantive position at their substantive workplace.

Insurer (workers compensation) is the NSW WorkCover Authority approved insurer engaged for the purposes of managing workers compensation claims for GHC.

Medical Retirement is an employment decision to separate an employee from GHC. This type of separation is always based on medical information obtained.

Pre-Injury Duties refer to the definition for Inherent requirements and demands of the position.

Return to Work Coordinator (RTW / RAW Coordinator) as a Category 1 employer, GHC has a legislative obligation to appoint a Return to Work / Recover at Work Coordinator who is suitably qualified, experienced and accredited by the NSW WorkCover Authority. GHC's appointed Return to Work Coordinator is the Risk & WHS Coordinator.

Recover at Work Plan (RAW Plan) is a written, agreed and time limited plan stating suitable duties, restrictions, hours worked, supervision arrangements, regular monitor and review dates, including

Workplace Health & Injury Management Policy

steps that will be taken to help the injured employee return to and recover at work. The RAW Plan is developed by the RTW Coordinator in consultation with all relevant stakeholders.

Suitable Duties are temporary, often graduated, medically appropriate duties to assist in the recovery from an injury or health condition that may be assigned to an employee who is working towards a return to their pre-injury duties, having regard to:

- the nature of the employee's incapacity and the pre-injury employment
- the employee's age, education, skills and work experience
- the employee's place of residence
- the details given in the medical certificate supplied by the employee
- the employee's injury management plan (for compensable injuries)
- workplace rehabilitation services available to the employee
- any suitable employment for which the employee has received rehabilitation training
- the length of time the employee has been seeking suitable duties
- any other relevant circumstances.

Policy Content

Injury Management is a coordinated approach to the management of injuries or health conditions with the aim of a timely, safe and durable return to work.

The Risk & WHS Coordinator has received accredited Return to Work (RTW) Coordination training from the NSW WorkCover Authority and provides a role in assisting employees with a health condition or injury to remain at, or return to, work as soon as possible in a safe and durable manner.

Employees with a health condition or injury are required to cooperate with injury management efforts and, in relation to compensable injuries, may also need to cooperate with GHC's workers compensation insurer.

Where reasonably practical and medically appropriate, an offer of suitable duties will be made to employees with a health condition or injury. Suitable duties must be consistent with the employee's certified medical capacity, be meaningful and be provided for the purpose of increasing the employee's capacity for work.

GHC will always endeavour to match the offer of suitable duties with the pre-injury / pre-illness work and conditions. Employees must make reasonable efforts to return to work, including:

- Being willing to accept work that is within their abilities and circumstances
- Undertaking any necessary rehabilitation and / or retraining to improve their chances of obtaining suitable work.

All offers of suitable duties must be agreed and documented in a *Recover at Work Plan (RAW Plan)*, which sets out any specific restrictions and identifies the suitable duties assigned to the employee, consistent with their certified medical capacity, as well as specifying the monitoring arrangements and timeframe for the Plan. Employees certified fit for a return to work on suitable duties cannot recommence work until the RAW Plan is communicated with, and confirmed by, relevant stakeholders.

Suitable duties are intended as an interim, short-term, injury management strategy that will safely assist the employee back into their pre-injury / pre-illness role within a reasonable timeframe, consistent with the nature of their injury or health condition.

Where medical certification determines the health condition or injury is long-term and an eventual return to pre-injury or pre-illness duties is not medically possible, workplace adjustments, retraining, redeployment, medical retirement or other options will be considered, in accordance with the injury management hierarchy.

The preferred hierarchy for injury management is:

- Pre-injury duties with GHC
- Modified or reasonably adjusted duties with GHC
- Different duties with GHC
 - Note: Any internal transfer into another role within GHC will be subject to merit selection requirements
- Pre-injury duties with a different employer
- Modified or reasonably adjusted duties with a different employer
- Different duties with a different employer.

For compensable injuries, any suitable redeployment and / or retraining options will continue to be managed by the workers compensation insurer for the duration of the claim.

Links to Policy

Risk Management Policy
Work Health and Safety Policy

Links to Procedure

Employee Assistance Program (EAP) Procedure
Managing Non-Work Related Injuries and Health Conditions Procedure
Managing Work Related Injuries Procedure
Managing Work Related Injuries Procedure Summary
Risk and WHS Responsibility Authority and Accountability Procedure

Links to Forms

Medical Information Consent
Recover at Work Plan
RWHS Health and Training Calendar

References

NSW Government State Insurance Regulatory Authority (SIRA) Guidelines for Workplace Return to Work Programs 2017

Responsibility

General Manager

Document Author

Risk & WHS Coordinator

Relevant Legislation

Anti-Discrimination Act 1977
Disability Inclusion Act 2014
Disability Inclusion Regulation 2014
Health Records and Information Privacy Act 2002
Local Government (State) Award 2017
Privacy and Personal Information Protection Act 1998
WHS Act 2011
WHS Regulation 2017
Workers Compensation Act 1987
Workers Compensation Regulation 2016
Workers Compensation Dust Diseases Act 1942
Workers Compensation (Dust Diseases) Regulation 2013
Workplace Injury Management and Workers Compensation Act 1998

Associated Records

GHC Risk & WHS Management System (RWHSMS)

SIRA – ‘If you get injured at work’ poster (must be displayed on staff noticeboards)

Draft

Risk & WHS Consultation Procedure

1. Purpose

The purpose of this procedure is to describe how Greater Hume Council (GHC) will consult with workers and other relevant duty holders on Risk & Work Health and Safety (RWHS) matters across Council workplaces and how workers will be involved in decisions affecting workplace risks, health, safety and emergency preparedness through these arrangements. This procedure also links to the process for resolving RWHS issues when they occur.

2. Scope

This procedure applies to all Council workers at workplaces under the management or control of GHC and includes contractors and volunteers.

3. Definitions

Council means Greater Hume Council (GHC), ABN: 44 970 341 154.

Hazard is a situation or thing that has the potential to harm, including injury or illness to people or damage to plant, property or the environment.

MANEX is an acronym for the Management Executive Team, comprised of the GHC General Manager and Directors.

Other Duty Holders refers to matters where there are a number of different duty holders (i.e. PCBUs) involved in an activity and each duty holder can have an effect on work health and safety in relation to that activity. (e.g. a contractor, a supplier, or the owner of premises where work is carried out.)

PCBU is an acronym for Person Conducting a Business or Undertaking, where a person may be an organisation or individual. Council is a PCBU. Other organisations or individuals may hold shared responsibilities as a PCBU depending on the arrangement with Council.

Reasonably Practicable means doing what is reasonably able to be done to ensure the health and safety of workers and others, taking into account:

- The likelihood of the hazard or risk occurring
- The degree of harm that might result from exposure to the hazard or risk
- What the person concerned knows, or ought reasonably know,
 - about the hazard or risk, and
 - about the ways of eliminating or minimising the risk
- The availability and suitability of controls and the cost associated with controls, and
- After assessing the risk and available means to eliminate or minimise the risk, whether the cost is grossly disproportionate to the risk.

Risk is the likelihood of harm occurring from exposure to a hazard and the likely consequences of that harm.

Risk Assessment is the overall process of estimating the level of risk of a particular task, activity or process.

Risk Control are measures taken that eliminate or minimise a risk so far as is reasonably practicable.

RWHSC is an acronym for Risk Work Health and Safety Committee, which is a representative group of workers who meet in a cooperative way to improve systems for managing risk, health, safety and emergency preparedness in the workplace.

Risk & WHS Consultation Procedure

Workgroup are the groups of people represented by the RRWHSC members. The composition of the workgroup could be a specific work area, shift (e.g. night/day), location (e.g. outdoor staff, depot) or type of worker. Workgroups are determined by negotiation between the PCBU and workers (and their representatives if required).

Worker has the same meaning as Worker under Section 7 of the Work Health and Safety Act 2011, being: an employee; a contractor or subcontractor; an employee of a contractor or subcontractor; an employee of a labour hire company who has been assigned to work in the person's business or undertaking; an outworker; an apprentice or trainee; a student gaining work experience; a volunteer; or a person of a prescribed class.

4. Responsibility

As detailed in the Risk & WHS Responsibility Authority and Accountability Procedure.

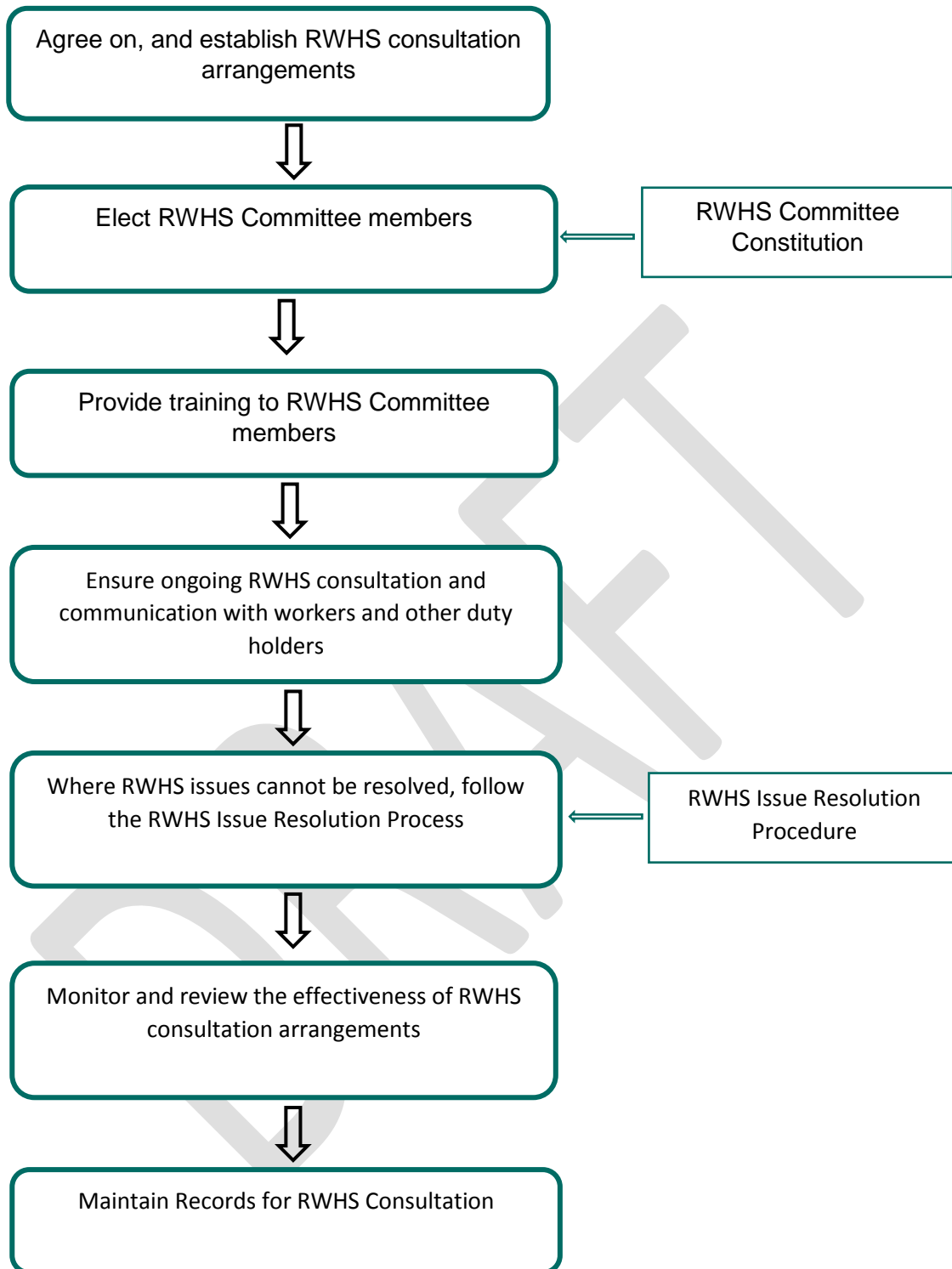
5. Procedure Instruction

GHC, through its Supervisors and Managers, the RWHS Committee and the Risk & WHS Coordinator will ensure that consultation occurs that:

- Allows sharing of relevant risk, work health, safety and emergency preparedness information with workers (including contractors and volunteers)
- Allows workers a reasonable opportunity to express their views and to raise RWHS issues
- Allows workers a reasonable opportunity to contribute to the decision-making process relating to RWHS matters
- Takes the views of workers into account, and
- Advises workers of the outcome of any RWHS consultation in a timely manner.

An overview of the RWHS consultation process is shown in the flowchart below:

Risk & WHS Consultation Procedure



Risk & WHS Consultation Procedure

RWHS consultation must occur when:

- Identifying hazards and assessing risks arising from the work carried out or to be carried out
- Making decisions about ways to eliminate or minimise those risks
- Making decisions about the adequacy of facilities for the welfare of workers
- Proposing changes that may affect the health or safety of workers
- Making decisions about procedures for consulting with workers
- Resolving RWHS issues
- Monitoring the health of workers
- Monitoring the arrangements and conditions at the workplace
- Providing workers with information and training, and
- Responding to changes in relevant legislation.

Arrangements on the most appropriate process and forums for consultation are to be established and agreed in consultation with workers. A combination of consultation mechanisms may be used throughout Council. The Risk & WHS Coordinator will assist in arranging consultation mechanisms and coordinating the consultation between different groups.

Supervisors and Managers are responsible for ensuring that consultation on RWHS issues occurs within their areas of operation and responsibility. As a minimum, consultation should occur through regular meetings facilitated by Supervisors/Managers to provide workers with the opportunity to raise RWHS issues.

Council will establish a RWHS Committee (RWHSC), in consultation with workers to meet their legislative duties for consultation. If worker/s make request for Health & Safety Representative/s (HSR), these are to be established in accordance with WHS legislative requirements and these representative/s will form membership of the RWHSC.

Representation on the RWHSC should consider all key work areas, work activities and the nature of work undertaken by the workgroup/s covered by the RWHSC. The RWHSC may comprise of workers who request to be members of the RWHSC and at least half are to be workers who are not nominated by management.

The RWHSC will:

- Facilitate cooperation between GHC and workers in the development, improvement and implementation of any measures designed to improve risk management and ensure the health and safety of workers (e.g. safe work procedures, workplace inspections, risk assessments, emergency preparedness, etc.)
- Assist in developing procedures, standards and rules relating to RWHS in Council workplaces
- Review and distribute to workers the results of any relevant risk assessments, hazard reports, workplace inspections, etc.
- Assist in investigating RWHS matters including conducting workplace inspections, incident investigations and developing corrective actions
- Attempt to resolve RWHS issues in a timely manner, and follow the issue resolution process if unable to resolve the issue; and

Risk & WHS Consultation Procedure

- Meet at a minimum of every three (3) months and record and distribute minutes of meetings to workers.

A copy of the most recent RWHSC minutes will be made available to all workers and as a minimum be placed on staff noticeboards.

Appropriate training will be provided to RWHSC members to enable them to undertake their role effectively.

Council must consult, coordinate and co-operate, so far as is reasonably practicable, with other duty holders (i.e. PCBU) and their workers where Council and other PCBU have shared duties for a health and safety matter (e.g. where Council employees are working with contractors to undertake similar work). Supervisors and Managers are responsible for identifying other duty holders with shared duties and establishing suitable arrangements to consult, co-operate and co-ordinate activities including sharing relevant information, identifying hazards and managing health and safety risks.

The ongoing implementation and effectiveness of RWHS consultation will be monitored by the RWHSC. Instances where RWHS consultation is not occurring as agreed will be reported to the relevant Supervisor/Manager and the Risk & WHS Coordinator. Any problems relating to the implementation of RWHS consultation will be included in the Risk & WHS Coordinator's monthly report to MANEX.

The Risk & WHS Coordinator will ensure that records of consultation are maintained in order to demonstrate compliance with consultation requirements.

The types of completed records to be kept may include:

- Consultation arrangements
- Minutes of RWHS Committee Meetings
- Records of communication of relevant safety information
- Evidence of worker involvement in hazard identification and controls (e.g. SWMS, risk assessments, etc.)
- Minutes of issue resolution meetings that record outcomes of consultation and include what the safety matter was, who was involved and the decisions made with actions, responsibilities and the agreed timeframes.

6. Training

Employee Performance Appraisal Policy
Staff Education and Training Policy

7. Links to Policy

Employee Performance Appraisal Policy
Risk Management Policy
Staff Education and Training Policy
Work Health & Safety Policy

8. Links to Other Procedures

Risk & RWHS Responsibility Authority and Accountability Procedure

Risk & WHS Consultation Procedure

9. Links to Forms

RRWHS Health and Training Calendar

10. References

Code of Practice: How to manage work health and safety risks (SafeWork NSW)

Code of Practice: Work health and safety consultation, coordination and cooperation (SafeWork NSW)

Consultation@Work Toolkit (SafeWork NSW)

Work Health and Safety Act 2011

Work Health and Safety Regulation 2017

Worker Representation and Participation Guide (SafeWork NSW)

11. Relevant Legislation

Disability Inclusion Act 2014

Disability Inclusion Regulation 2014

Local Government (State) Award 2017

Work Health & Safety Act 2011

Work Health & Safety Regulation 2017

12. Associated Records

GHC Risk & RWHS Management System (RWHSMS)

DRAFT

Mr. S. Pinnuck,
General Manager
Greater Hume Council,

1 May 2018

Dear Mr Pinnuck

Request for inclusion in the 2018 Budget

As you are aware, Jindera is celebrating 150 years of European settlement this year. To commemorate this occasion we are undertaking a number of projects in order that our community might celebrate its history, remember those who have worked to establish this Village and ensure their achievements are recorded.

You may be aware, apart from the celebrations on the weekend at the end of September, we are erecting a memorial arch, installing a mural and establishing a heritage walk within the village.

The Heritage Walk will take locals and visitors around 23 sites within the township where originally a business or social activity was conducted. We have been very grateful for the community grant assistance for this project, and several entities within Jindera have contributed to the cost of the plaque that will be installed in front of their property. However, there are still considerable costs that either of these will not cover.

It is with regard to this that we seek Councils assistance. We ask that Council, in the Management Plan for 2018/2019 set aside funds which might allow for the purchase and the siting of a monument sign, similar to that installed at the Henty and Holbrook Pools recently, on which we would list the sites which make up the walk, along with a brief overall history of the township.

We understand that our opportunity to have this included in the forward "budget" is upon us, as the full plan will be determined by Council in June.

Your favourable consideration of this request will allow us to "value add" to all of the work we, as a volunteer group, are undertaking for these noteworthy celebrations of the township.

Sincerely



Margie Wehner
Heritage Walk Coordinator



DATE: 11 MAY 2018

COMPANY NAME: JINDERA 150 YEAR ANNIVERSARY COMMITTEE

ADDRESS: JINDREA, NSW 2642

ATTENTION: MARGIE WEHNER

PHONE: 0408 409 842 EMAIL: mjwehner@bigpond.net.au

RE: QUOTATION FOR SIGNAGE

Dear Margie,

We are pleased to confirm our Quotation concerning your proposed signage requirements.

QUOTATION:

TO SUPPLY ONLY ONE (1) 900mm x 1800mm x 185mm MONUMENT SIGN STRUCTURE COMPLETE WITH A GAL STEEL FRAME, ALUCABOND WRAPPED FACE & REAR AND LAMINATED DIGITALLY PRINTED GRAPHIC WITH AN ANTI-GRAFFITI LAMINATE.
"JINDERA 150 YEAR ANNIVERSARY".

TOTAL _____ \$1650.00 plus GST

GENERAL:

Cash purchase arrangements carry a One (1) year full replacement warranty against faulty workmanship and materials. A deposit of forty percent (40%) of the purchase price is required on placement of order, with the balance being payable on completion, unless prior arrangements are made

We thank you for providing us with the opportunity to fulfill your new signage requirements, and we hope that you will call us if you require any further information regarding this Quotation, or any other matter.

Yours faithfully

Allan Wood

Allan J. Wood

The Famous Australian Sign Company

1-952 Carcoola Street, ALBURY NSW 2640

P. (02) 6040 5225 F. (02) 6040 5335 M. 0416 203 917

E. allan@famousaustraliansignco.com.au

[Show header](#)**Draft delivery program 2017-2021****From :** David Costello 'david.costello7@bigpond.com'**To :** MailMailbox 'mail@greaterhume.nsw.gov.au';**Sent :** 7 May 2018 21:46:14

To whom it may concern

Many thanks for the opportunity to comment on the draft delivery program 2017-21.

As residents situated at 824 coach rd (Gerogery), we were keen to get some further clarity around the forward works program to 'construct and seal the remaining 6km of unsealed sections in 2km segments' line item in the roads to recovery program. Our questions include:

- 1\ we note it is proposed to complete the work in three 2km sections, however the budget only identifies funding in 2 separate financial yrs (19/20 + 21/22)? Can you confirm if the entire 6km will be completed within the 4yr capital works program?
- 2\ are the works commencing in the southernmost section (adjacent the recently sealed section) or northern section of the road?
- 3\ is there any ability to bring any of the works forward into the 18/19 works budget, which otherwise only has a smaller proportion of roads to recovery funds funding in comparison to years 19/20, 20/21 & 21/22?

We wish to thank greater Hume shire for their ongoing efforts to improve the quality of coach road, given it is increasingly being used by a large number of vehicles, including the school bus on a daily basis.

Kind regards

David & Toni Costello

Sent from my Sony Xperia™ smartphone

[Show header](#)

Cnr Olympic Road and Odewahns Road

From : "matthew.clancy@delwp.vic.gov.au" <matthew.clancy@delwp.vic.gov.au>

To : MailMailbox

Sent : 17 May 2018 09:22:20

Hi

I am hoping you are able to provide some advice.

I note in the proposed works program that the council proposes to reseal Odewahns Road in 2018-19 - great news, thank you.

Can you please advise if turning lanes are proposed for the corner Olympic Way / Odewahns Road - to turn into Odewahns Road (particularly as you head north along the Olympic Way).

Previously when I have raised this verbally I have been lead to believe this was imminent but this does not appear anywhere in the plan (that I can see) or if it falls under another entity responsibility.

Many thanks

Matthew Clancy
196 Odewahns Road
Culcairn
| M: 0409 072 671 | E: matthew.clancy@delwp.vic.gov.au

From: Glen and Rachael Hemsley [mailto:hems.andrach@bigpond.com]
Sent: Tuesday, 1 May 2018 9:37 PM
To: hawilton@bigpond.net.au
Subject: Greater Hume Shire Delivery Program - West St Gerogery Residents

To whom it may concern,

I am a resident of West Street Gerogery and have read the Delivery Program document, in particular the sealing of West, Ivy and Rose streets scheduled for sometime in 2021.

I am writing to express my concern at ongoing dust problems generated by public access to Greater Hume Council infrastructure, namely the Gerogery Tennis Courts, public toilets, playground and most importantly Gerogery Recreation Ground including the Horse Arena and surrounding area.

We have just endured another event at the grounds on the weekend of the 27th to the 29th of April 2018.

Cars, trucks and 4wds towing any number of horse floats, caravans and trailers descended on West Street on the 27th and continued to do so throughout the weekend generating huge dust clouds which enveloped my property and other residents properties as the participants entered and exited the grounds. Normal traffic on this street would be lucky to be counted at approximately 20 vehicles per day however on these event weekends that is greatly increased to approximately 300 vehicle movements per day or more all day including into the night. While some drivers were courteous and sympathetic to the obvious dust clouds they were generating, others were oblivious, ignorant or arrogantly continued at high speed even when they were made aware by myself and other residents to slow their vehicles when passing our residences.

This is not a random incident as I had written a letter to council following the previous event in September last year detailing dust problems and speeding and was assured that these problems would be brought to the coordinator of the events notice and measures implemented. Nothing was done. I had suggested a water truck could be used for the duration of the event, lowered speed limits or sealing of the road to the recreation ground (I understand the cost of sealing the road and did not expect that this would be carried out) but none of these measures were observed at all. Participants were observed speeding past my residence even while horses were using West Street.

While I do understand the cost limitations of the sealing works even though it has been scheduled for 2021, with another 7 - 8 horse events to be held over the next 3 years, possibly more after electricity is connected and grants from council and government awarded, another 3 tennis seasons, numerous public travellers utilising the grounds, public toilets and playground, garbage trucks on a weekly basis, a proposed rodeo for the recreation grounds from 2019 onwards generating larger crowds than the horse events currently held, I feel that instead of completing the sealing of Coach Road, that at the very minimum West Street could be moved forward in the schedule of works and sealed to cater for the increased numbers utilising Greater Hume Council infrastructure and therefore easing residents inconvenience and anger at the dust and traffic problems currently being generated.



Greater Hume Shire

simply greater

Our Ref: GB:SS

Glen and Rachael Hemsley
hems.andrach@bigpond.com

Greater Hume Shire
ABN 44 970 341 154
39 Young Street (PO Box 99)
Holbrook NSW 2644
P: 02 6036 0100 or 1300 653 538
F: 02 6036 2683

Culcairn Office
40 Ballour Street Culcairn NSW 2660
P: 02 6029 8588 F: 02 6029 8607

Customer Service Centres
Henty RTC/Library
32 Staden Street, Henty NSW 2658

Jindera
Shops 8 & 9 Jindera Plaza
Jindera NSW 2642

Walla Walla RTC/WAW Credit Union
Commercial Street,
Walla Walla NSW 2659

E: mail@greaterhume.nsw.gov.au
www.greaterhume.nsw.gov.au

Dear Glen and Rachael

Delivery Program - Sealing of West and Ivy Streets Gerogery – Reply

I refer to your email of the 1 May 2018 regarding the impact of dust on your property from vehicles travelling on West Street Gerogery especially during events at the Gerogery Recreation Ground.

Following your request Council staff have investigated options to further mitigate the dust issue caused mainly when major events are on at the recreation ground. Whilst appropriate driver behaviour would mitigate a majority of the issue, policing of this is difficult to enforce.

A change to bring forward the proposed reconstruction and sealing of the streets in Gerogery planned in 2021 is currently not supported, it has been determined by staff that an undertaking of a temporary bitumen treatment directly to the current surface of West Street, should provide dust suppression that will last until the road is reconstructed and sealed as proposed in 2021/22.

Following an assessment of this I have directed staff to undertake the required work in the coming weeks prior to the next event.

Council will monitor the effectiveness of this treatment which I trust will mitigate the issues you and other residents in West Street, are experiencing.

If you wish to discuss this issue further please don't hesitate to contact myself on 02 6029 8588.

Yours faithfully

Greg Blackie
Director Engineering
GREATER HUME COUNCIL

28 May 2018



Greater Hume Shire

simply greater

Our Ref: GB:SS

Glen Hemsley
hems.andrach@bigpond.com

Greater Hume Shire
ABN 44 970 341 154
39 Young Street (PO Box 99)
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P: 02 6036 0100 or 1300 653 538
F: 02 6036 2683
Culcairn Office
40 Balfour Street Culcairn NSW 2660
P: 02 6029 8588 F: 02 6029 8607
Customer Service Centres
Henty RTC/Library
32 Sladen Street, Henty NSW 2658
Jindera
Shops 8 & 9 Jindera Plaza
Jindera NSW 2642
Walla Walla RTC/WAW Credit Union
Commercial Street,
Walla Walla NSW 2659
E: mail@greaterhume.nsw.gov.au
www.greaterhume.nsw.gov.au

Dear Mr Hemsley

Request to Seal West Street, Gerogery and Issues Surrounding Events Being Held

Thank you for your email dated 3 September 2017 requesting that West Street, Gerogery be sealed and the issues surrounding events being held.

In reply, I can advise the following;

- Due to the extent of works required to seal West Street and the associated cost, these works will need to be submitted to Council for consideration for inclusion within a future financial year budget. Therefore no works will be undertaken at this time.
- With regard to the issues of dust and speeding when events are being held at the at the recreation reserve, Council will contact the Coordinator of these events advising of the issue and request that action be taken to minimise this at future events.

Should you require further information, please don't hesitate to contact me during normal office hours. 02 6044 8903

Yours faithfully

Greg Blackie
Director Engineering
GREATER HUME SHIRE COUNCIL

19 September 2017

Social Media Policy

Document Name	Document Version Number	Review Date
Social Media Policy	Insert Version Number Here	Click Here to Enter Date
Date Adopted	Minute Number	Status
Click Here to Enter Date	Insert Minute Number Here	Revised

Purpose

The purpose of this policy is to provide Greater Hume Council (GHC) Councillors and employees with standards of use as they engage in conversations or interactions using digital media. The intention of this policy is to ensure Council's use of social media platforms to communicate with various stakeholder groups is effective, informative and appropriate.

The purpose of a Social Media Policy is to guide Councillors and employees Council employees (including permanent, temporary and casual employees as well as volunteers and contractors to Council) and Councillors on the use of social media in the following ways:

- For work purposes (eg promoting events, news, projects etc) when issues refer to Council or statements are being made on Council's behalf;
- For personal use when making references to Council, its Councillors or staff or any other Council related issue or subject;
- The Policy does NOT apply to personal use when no reference or inference is made to Council, Councillors, related issues or its staff.

Scope

This policy will apply to all Councillors, Council employees (including permanent, temporary and casual employees as well as volunteers, consultants and contractors to Council).

Definitions

Nil.

Policy Content

The use of social media is expanding rapidly. Government bodies, individuals and organisations are embracing user-generated content, such as social networking, personal websites, discussion forums and message boards, blogs and microblogs.

Council needs to maintain professional standards and be aware of the implications of their actions, as in all professional circumstances, whether an online activity is able to be viewed by the public or is limited to a specific group of people.

Social media represents opportunities to achieve real value by engaging residents, listening more and harnessing local involvement.

Social media can:

- Enable engagement between residents, the community and Council
- Allow Council to be more active in its relationships with residents, partners and other stakeholders
- Has the potential to increase the level of trust in Council
- Reach targeted audiences on specific issues, events and programs
- Provide effective, fast communication channels during crises
- Provide insights into how Council is perceived

The dawn of social media has allowed people to communicate with each other in online environments. This allows them to share interests, information or friends (eg Facebook and MySpace). Social media and is now frequently utilised by businesses and government organisations to promote their messages, events and products, depending on the rules of the particular social media tool.

Social Media Policy

Social media tools include:

- Social networking sites such as Facebook and MySpace
- Video and photo sharing websites like Flickr, and YouTube, Instagram and Snapchat
- Micro-blogging sites like Twitter
- Weblogs, including personal blogs or blogs hosted by traditional media publications
- Forums and discussion boards such as Whirlpool, Yahoo! Groups or Google groups
- Online encyclopedia's such as Wikipedia
- Web sites that allow individual users or companies to use publishing tools eg. Comments on news sites

Greater Hume Shire (GHS) Council (GHC) also sees a need to use social media to promote what it does and currently has several Facebook sites social media accounts in operation.

Use of social media in the workplace

This policy does not apply to Council employee personal use of social media, where employees make no reference to GHC and do not identify themselves as an employee of GHC or provide information that would enable them to be reasonably identified as a Council employee.

However, employees and Councillors that do comment via social media on issues regarding Council are therefore linked to Council. With this understanding employees and Councillors should be aware that comments made via social media are in the public domain, and use of such should be aligned to Council's Media Policy, Internet Email and Computer Use Policy and Code of Conduct.

An employee's access to and use of the above tools outside the course of employment is a private matter for the employee and councillor, however issues may arise where GHCS is mentioned on-line or where it is possible to link employees and councillors with their employment at GHCS.

In such cases, the following rules apply:

- Do not mix the professional and personal issues in ways that are likely to compromise the interests and reputation of GHCS
- Do not imply GHCS endorsement of your personal views
- Staff Employees and councillors should be aware of the laws covering libel, defamation, privacy and the protection of intellectual property
- Staff Employees and councillors should familiarise themselves with Council's Code of Conduct.
- Activities on social media may be subject to the requirements of the Code of Conduct.
- Staff Employees and councillors who are identified as an employee of GHCS, and post comments or pictures on social media that negatively impact GHCS's reputation or brand and who can be identified as an employee of GHCS, may be subject to disciplinary action.

Defamatory, disrespectful or deliberately misleading commentary provided on these platforms may bring employees or Councillors in breach of Council's Code of Conduct.

Council's use of social media

The use of social media by Council to achieve its business aims will be is overseen by the Executive Assistant/Tourism & Promotions. This role will be is responsible for delegating authority to a restricted number of social media administrators within Council.

Employees and Councillors must NOT set up social media networks without the consultation and permission of the Executive Assistant/Tourism & Promotions and approval of the General Manager. If anyone has setup such a network without permission they should take it down immediately or discuss it with the Executive Assistant/Tourism & Promotions.

The Executive Assistant/Tourism & Promotions may, from time to time, authorise other employees to be social media administrators only when:

Social Media Policy

- The social media communication requires particular subject matter expertise not available to the **staff employee** authorised under this directive.
- There are other benefits in having the social media communication come from another **employee staff member**.
- The **staff member employee** presents a strong business case for being a social media administrator.
- The respective social media administrators are responsible for ensuring the appropriateness of published information.

Guidelines for delegated social media administrators are as follows:

- Social media administrators may only comment on topics within their own area of responsibility and only if they have delegated authority to do so.
- Social media administrators should ensure any Council related content that is published, is factually accurate and compliant with **GHCS** policies and management directives (eg on confidentiality, privacy and copyright).
- Social media administrators should not reveal confidential or commercially sensitive information about **GHCS** and only disclose publicly available information.
- If an employee receives an unwanted or threatening comment or approach in social media during the course of working at **GHCS**, for example, from a disgruntled customer, they must report it to their manager in writing immediately (**taking a screen shot of the comment will assist**).
- Material published on Council's official social media sites must be recorded and stored in compliance with the State Records Act and Councils Records Management Policy and Procedures. Due regard should be given to ensuring this information can be easily located on InfoXpert.
- Where information is disseminated using multiple channels, eg Website, YouTube, Blogs etc, a record of where this information is stored should be kept.

~~On-line published material from the public will not be treated as formal correspondence with council. For example, if a member of the public had a formal request, comment or enquiry, a complaint against council, council staff or councillors or a response to an item for community consultation they would be asked to contact Council in writing or via a phone call to Council's Customer Relations staff, so that the issues could be captured in Council's Customer Request Management (CRM) system. A Disclaimer advising users of this policy will be included on all Council auspiced social media sites.~~

Moderation of public comments

Whilst Council actively seeks ideas, questions, complaints and feedback from the public, we encourage open conversation and debate, but expect participants to behave in a respectful manner.

Council reserves the right to delete comments that are:

- knowingly false or mischievous complaints or statements about individuals, companies or the government
- misleading, obscene, off-topic, sexist, racist or spam
- promotional or commercial in nature
- unlawful or incite others to break the law
- defamatory or harassing of our employees, volunteers or the participants in our channels
- information that may compromise the safety or security of the public
- repetitive posts copied and pasted or duplicated by single or multiple users
- any other inappropriate content or comments as determined by Greater Hume Council.

Social Media Policy

Enquiries via social media

Council will try to assist with simple questions or issues, many matters can't be resolved via social media.

Users should contact the Greater Hume Council via email, official website, by phone or in writing if you:

- have an enquiry
- need to request a service
- would like to give us official feedback
- wish to make a complaint.

Personal Use - general guidelines

GHC recognises that Council employees and Councillors may wish to use social media in their personal lives. The Policy does not intend to discourage nor unduly limit personal expression or online activities.

However, users should recognise the potential for damage to be caused (either directly or indirectly) to the council in certain circumstances via personal use of social media when the user can be identified as a Greater Hume representative. Accordingly, users should comply with this policy to ensure that the risk of such damage is minimised.

Users are personally responsible for the content published in a personal capacity on any form of social media platform.

It is important that employees and Councillors note the following issues.

- Blog comments remain permanently accessible. Tracking tools can identify the contents of a website at a particular date and via ISP addresses, even if the contents are later deleted.
- A search of an organisation's name will produce a full list of any blogged comments about that organisation, so that anyone with internet access can find them.
- Similarly, a search using an email address or individual name will produce a full list of comments and other material made from that address or attributed to that individual.
- Personal revelations and comments, embarrassing photos, etc, that are accessible to current and prospective employers may be detrimental to a person's career prospects, depending on the context.
- Be aware of privacy settings and preferences to restrict access to content.
- Be aware that identifying GHC as your workplace on social media accounts makes you easily identifiable as a Council employee eg list Greater Hume Council as your workplace on Facebook.

Records Management

Material published on Council's official social media sites must be recorded and stored in compliance with the State Records Act and Councils Records Management Policy and Procedures.

Where information is disseminated using multiple channels, eg Website, YouTube, Blogs etc, a record of where this information is stored should be kept.

Information posted by Council in social media is subject to the same legislative requirements as information held within Councils own network. Due regard should be given to ensuring this information can be easily located on InfoXpert.

Links to Policy

Records Management Policy

Code of Conduct

Social Media Policy

Media Policy
Information Technology Security Access Policy
Communications Policy
Internet, Email and Computer Use Policy

Links to Procedure

Information Technology Security Access Procedure
Records Management Procedure
Performance and Misconduct Procedure

Links to Forms

Nil.

References

Nil.

Responsibility

Director Corporate and Community Services

Document Author

Manager Corporate Services

Relevant Legislation

Local Government Act 1993
State Records Act 1998
Privacy and Personal Information Protection Act 1998

Associated Records

Nil.



Greater
Hume
Council

Greater Hume Council

**Assisting Council by Completing the Business Case
Template and GLE Full Application Data Sheet**

June 2018

**Document status**

Ref	Approving director	Date
102	S Bunting	June 2018

Contents

Executive Summary	1
Our understanding of your needs	1
Delivering your project	1
Our Approach	2
Proposed approach	2
Our Team	5
Fee Estimate	6
Company Profile and Relevant Experience	6
Morrison Low Consultants	6
Relevant experience	7
Morrison Low Systems	8
Quality assurance policy	9
Appendix A	Curricula Vitae
Appendix B	Terms and Conditions





Executive Summary

Morrison Low is pleased to submit a proposal to assist Council by completing the Business Case Template and GLE Full Application Data Sheet for raising funds under the Growing Local Economies program.

Our understanding of your needs

We understand that Greater Hume Council's application for funds under the Growing Local Economies (GLE) program for relocation of the Henty Highway under Round 1 has been successful and now the Council is looking to provide a robust application for Round 2 of the GLE program. In this regard, the Council is looking for support from Morrison Low to help create a robust and thorough application.

Delivering your project

Using our unique combination of business case, economic analysis experience and government guidelines, we believe we have a sound approach that will achieve the outcomes you are seeking.

This requires the review of the data that will be provided to Round 2 for GLE funding application.

We have the resources available to complete this work within your required timeframe, and we welcome the opportunity to discuss our proposal in more detail if required.

Kind regards

A handwritten signature in black ink, appearing to read 'S. Bunting', with a long horizontal flourish extending to the right.



Stephen Bunting

Director

Morrison Low

M: +61 418 124 437

s.bunting@morrisonlow.com

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+64 4 472 7228

Our Approach

Our objective in this project is to ensure that we complete the application by comprehensively reviewing the data such that we can maximise the benefits and minimise the costs. We propose to review the data by using empirical guidelines, such that the data which has been used in our model (which follows NSW Treasury TPP 117-03 Guide to Cost Benefit Analysis) and will be input the spreadsheet termed 'GLE - Full Application Data Sheet (Road)' is deeply thought through and accurately describes the probable situation.

Morrison Low has extensive experience in the preparation of feasibility business cases for infrastructure projects, working in accordance with the NSW Treasury TPP 117-03 Guide to Cost Benefit Analysis. We are also experienced with the Better Business Case approach mandated by the NZ Treasury Department which provides a similar technical approach but perhaps has more emphasis on starting with a wide list of all reasonable options.

Our approach is a tailored version of both requirements which we believe allows Council to follow a logical process to determine the best type of facility and delivery model while ensuring that it can satisfy the timeframes and requirements of the Growing Local Economies program.

Proposed approach

The following is a more detailed description of our proposed methodology.

Task	Description of Activities
<i>Task 1</i>	<i>Project Establishment and Scoping Document</i>
Project kick-off discussion	Given our past association with Greater Hume on the Henty highway relocation funding application under Heavy Vehicle Safety and Productivity Program (HVSP), we understand the requirements and have a fairly good contextual understanding of the project. We will therefore start out with a short project kick-off discussion to align on the data required and understand the expected outcomes from this project and the scope of works.
Information request, research and analysis	Due to our past engagement on the application for funding under Heavy Vehicle Safety Productivity Program and Fixing Country Roads and Fixing Country Rail, we do have most of the data required; however, we have also noted that the GLE funding program in round 2 requires additional in-depth information which we will require from your team. We will request all available information from the Council.

Task	Description of Activities
<i>Task 2</i>	<i>Development of Business Case Content</i>
Development of success metrics, scenarios, rationale for the investment, etc.	<p>In this phase of the work we will develop a rationale for the investment, the strategic alignment and the expected outcomes from project execution in light of the community support. We will also review and update metrics such as key success indicators.</p> <p>Another key aspect of this task is to critically evaluate the other options and the corresponding benefits that would have come from the implementation of this project – e.g. Do minimum, Do later, Do nothing.</p>
Assessment of benefits	<p>We will assess and analyse the expected benefits that the project will deliver. The types of benefits that would be considered for a project of this type would include (but not be limited to):</p> <ul style="list-style-type: none"> – increase in safety and reduction in highway accidents – reduction in costs of traffic accidents – potential travel time reductions – potential savings of maintenance expenditure <p>Whilst many of expected benefits will not return to Council in the form of income, they can be directly attributed to the investment on the local and regional community.</p>
Cost benefit assessment	<p>Using our purpose built financial feasibility model, we will load the costs and benefits assessed and calculated in the steps above to assess the overall net result of the project. Full life cycle costing will be taken into consideration analysing the forecast benefits and costs over the entirety of the life of the infrastructure, and this will provide the financial forecasts for Council to include in its Long Term Financial Plan where applicable.</p> <p>The cost benefit assessment will present Council with a Benefit Cost Ratio, Internal Rate of Return, Net Present Value of costs and benefits and Net Present Value Index. Sensitivity testing on the Net Present Value will be undertaken utilising the discount rates set by NSW Treasury.</p>
Financial appraisal	<p>We will also create a simple to understand financial model of cash flows for the following</p> <ul style="list-style-type: none"> – Capital expenditure – Ongoing operating and maintenance expenditure – Renewals or major repairs – Cost savings. <p>All the above cash flows would be from project inception to the life of the asset.</p> <p>In addition to the above, we will also provide the financial statements with adequate commentary and justification to ensure that financial health and adequate support to the Council is apparent while executing the project.</p>
Economic impact assessment	<p>In addition to the cost benefit analysis that can be directly attributed to the project expenditure, we propose to assess the wider economic flow on effects of the project. Any capital expenditure will have direct impacts on Gross Regional Product, employment and consumption in the local economy. These impacts serve to further support Council investment in infrastructure and regional development.</p> <p>The economic impact assessment will include description of the economic and social benefits that are expected from the project, but which cannot reliably be calculated in financial terms. For example, benefits and facilitation of further economic development within the Greater Hume Council area.</p>

Task	Description of Activities
<i>Task 2</i>	<i>Development of Business Case Content</i>
Program milestones	<p>Developing a rational project program and milestone. It will include the milestones for the following:</p> <ul style="list-style-type: none"> - Review period - Planning and detailed design - Approvals - Procurement - Development/construction - Commissioning
Other content about governance and key risks etc.	<p>We will also review the entire project holistically to understand the governance structure and also review the project risks in detail across the following required heads.</p> <ul style="list-style-type: none"> - Scope - Construction - Financing - Planning and approvals - Legal - Property acquisitions - Utility relocations - Procurement - Change - Sustainability
<i>Task 3</i>	<i>Development of Business Case Content</i>
Data input of the spreadsheet	<p>In the third part of the task, we will support the Council by inputting the data in the spreadsheet 'GLE – Full Application Data Sheet' which will also form the basis for making a decision by the NSW Government. While we will require the Council's support in making the data available, we will utilise our expertise to review and assess the data inputs to maximise the benefits. We will input the data into the following tabs of spreadsheet</p> <ul style="list-style-type: none"> - Shared infrastructure detail - Road benefit <p>Visitation expenditure (to the extent it is relevant)</p>

Our Team

We have put together a selection of our multidisciplinary specialists to undertake this business case project. Our team has a strong understanding of and demonstrated expertise in feasibility studies and business cases to deliver the outcomes Council is seeking.

Our team is outlined below.



Stephen Bunting

Stephen Joined Morrison Low in 2006 after 18 years in director roles in New Zealand local government. Drawing on his experience in leading and managing a wide range of community, recreational, asset and regulatory functions, Stephen now supports councils develop organisational and service strategies, define and measure service levels, initiate business improvements as well as reviewing services and service delivery models. Developing simple and practical processes for organisational and service reform is one of Stephens's strengths. He has been extensively involved in integrated planning and reporting in New South Wales, Queensland, Western Australia and New Zealand, applying this experience to link organisational improvement projects to strategy. More recently Stephen worked with a number of local governments developing Fit for the Future strategies for NSW state government to ensure councils become and remain sustainable into the future.



Greg Smith

Greg is a CPA with extensive executive management, leadership and project delivery experience and knowledge of local government, electricity and the not for profit sectors. He has been responsible for strategic, operational and service delivery functions and has a proven track record in initiating and delivering business change through strategic corporate projects, service delivery reviews, business process improvements and innovation through ICT and partnerships. His experience extends to financial modelling frameworks for operations and property development.

More recently he led a commercial business investment feasibility evaluation that entailed the identification and assessment of commercial options for the construction and operation of a marina precinct.



Paul Stanley

Paul is an economist consultant who has worked in the areas of regulation, business/operational improvement and economic development, undertaking projects involving pricing and costing principles and model design, strategic direction development and analysis, due diligence, market positioning and organisational change analysis.

Paul has done work for with Commonwealth and state government clients within Australia such as NSW Health Infrastructure, Infrastructure Australia, Commonwealth, NSW, South Australian and Victorian Departments of Transport and Infrastructure, the Department of Sustainability and Environment, RMS, Western Australian Department of Planning and Infrastructure as well as many others.

Paul has a special interest in freight and logistics assessment, and the improvement in operational efficiencies across supply chains, having undertaken a range of freight related studies for government and corporate clients, including Transport for NSW, ARTC, Port Authority of NSW, Port of Melbourne and Pacific National.



Stuart Cross

Stuart is a Chartered Accountant and Better Business Cases Practitioner with significant experience in providing financial, accounting and strategic advice to a broad range of public sector organisations. His recent experience includes multi-agency financial modelling to support development of policy initiatives, financial improvement and amalgamation modelling, business case preparation and options analysis, and best practice assessment of business processes.

Stuart has also been involved in the development of policy and procedure documentation and decision trees, governance frameworks and providing strategic advice concerning the establishment and rationalisation of subsidiary operations.

Stuart has been the key driver in the development and review of comprehensive financial models for a range of projects. Coupled with this is his experience in providing insightful analysis, observations and commentary on the outcomes of the modelling.



Fee Estimate

The cost to undertake this work, as per the methodology detailed above, will be no more than \$23,000 excluding GST and disbursements.

Disbursements such as travel costs have not been included, as this will depend on how many days we will be required on site.

We have attached a copy of our standard terms and conditions which we propose form the basis of our engagement. Alternatively, we are happy to be engaged under the terms of the LGP Panel on which we are an approved supplier.

Company Profile and Relevant Experience

Morrison Low Consultants

Morrison Low Consultants Pty Ltd is an Australian company wholly-owned by Morrison Low Holdings Ltd. Morrison Low & Associates Ltd is a New Zealand company also owned by Morrison Low Holdings. Morrison Low Holdings Ltd is 100% owned by staff of both the Australian and New Zealand subsidiaries who work together on most assignments on either side of the Tasman.

We are a management consulting company providing services to local government in Australia and New Zealand. We specialise in assisting local government in providing strategic advice, developing strategy, commercial and business recommendations and reviewing service delivery with a view to improving delivery.

The particular strength of Morrison Low Consultants in servicing the Australian market is in its ability to apply the specialist resources of the whole group to project requirements on a best fit basis. Whatever the demands of a particular project, Morrison Low can resource appropriate skills, experience and background from its consultants in Australia or New Zealand. In addition, we have recent experience working with private companies in market researching and analysing the commercial and business feasibility and returns for business development opportunities.

Relevant experience

We are well equipped to undertake this project for you given our commercial, feasibility and financial assessment, business case success, economic development strategies, market research and engagement processes for various clients.

A cross section of our related projects recently undertaken is outlined below.

Council	Project Details
Snowy Valleys Council	<ul style="list-style-type: none"> – Prepare a business case for the Tumut Air Park development
Ballina Shire Council	<ul style="list-style-type: none"> – Financial and economic analysis and business case for Ballina Shire Council's application to the National Stronger Regions Fund for Airport Boulevard, connecting the Ballina Byron Gateway Airport and opening up new sections of the Southern Cross Industrial Estate – Undertake an economic appraisal and cost benefit analysis for Ballina Shire Council's application to the Building Better Regions Program for the construction of Hutley Drive. The construction of this road is the catalyst to unlocking residential and commercial development in Lennox Head
Department of Internal Affairs	<ul style="list-style-type: none"> – Undertake a better business case for the three options identified for the reconstruction of the wharf and to investigate the ownership and administration of public infrastructure on the Chatham Islands
Dubbo City Council	<ul style="list-style-type: none"> – Preparation of funding applications including financial and economic analysis and business case for upgrades to Dubbo Airport under the NSW Regional Tourism Infrastructure Funding Program – Preparation of funding applications including financial and economic analysis for upgrades to general aviation area of Dubbo Airport under the NSW Regional Tourism Infrastructure Funding Program
Edward River Council	<ul style="list-style-type: none"> – Economic assessment, benefit cost ratio, business case and report for the construction of a new runway at Deniliquin Airport as part of a Building Better Region funding application
Great Lakes Council	<ul style="list-style-type: none"> – Funding application for upgrades to Bucketts Way for the Fixing Country Roads and Hunter Infrastructure Fund Programs, including financial and economic analysis and writing of business case – Prepare funding application for upgrades to Lakes Way for the Fixing Country Roads Funding Program, including financial and economic analysis and writing of business case
Gunnedah Shire Council	<ul style="list-style-type: none"> – Preparation of detailed application including economic assessment and business case for a commercial Koala Park, Airport upgrade and the development of an industrial estate – Complete full application, including cost benefit and economic appraisal for Gunnedah Sewerage Upgrade project for Resources for Regions funding – Prepare a business case for a Resource for Regions grant application on the significant upgrade of the Gunnedah pool. Bring together the financial and economic analysis of the project and alignment with local and state priorities into an application

Council	Project Details
Hornsby Shire Council	<ul style="list-style-type: none"> – Prepare an economic assessment and benefit cost analysis for the reclamation of the Hornsby Quarry
Kyogle Council	<ul style="list-style-type: none"> – Review National Stronger Regions Fund Economic Analysis for verification and update of data and Benefit Cost Ratio
Lismore City Council	<ul style="list-style-type: none"> – Preparation of funding application including financial and economic analysis and business case for upgrades to Lismore Airport under the NSW Regional Tourism Infrastructure Funding Program
Muswellbrook Shire Council	<ul style="list-style-type: none"> – Cost benefit assessment of Stage 2 of Upper Hunter Tertiary Education Centre for the Resources for Regions funding program – Cost benefit analysis for rail noise abatement project for Resources for Regions funding program – Assist in the preparation of two Resources for Regions applications for Denman Revitalisation and Upper Hunter mine affected roads
Singleton Council	<ul style="list-style-type: none"> – Economic analysis for Resources for Regions funding application for Hermitage and Broke Road Upgrade Project, joint application Singleton and Cessnock Councils – Economic analysis for Resources for Regions funding application for the upgrade of Ryan Avenue – Economic analysis for Resources for Regions funding application for the upgrade of the Singleton Regional Livestock Saleyard – Economic analysis for Stage 2 of the Singleton CBD Upgrade Project for the Resources for Regions Funding program
Upper Hunter Shire Council	<ul style="list-style-type: none"> – Completion of economic analysis, business case and funding application for Hunter Infrastructure Investment Fund for the White Park Recreation and Equine Development
Wagga Wagga City Council	<ul style="list-style-type: none"> – Preparation of funding applications including financial and economic analysis for upgrades to Wagga Airport under the NSW Regional Tourism Infrastructure Funding Program

Morrison Low Systems

To ensure that the completion of your project has a quality outcome that meets your requirements, Morrison Low has a number of internal policies and formalised processes.

Ensuring consistently high standards is the approach taken with all our clients. We operate our own in-house quality system and at its heart is a rigorous peer review process. As a professional organisation, where quality of service is critical for on-going work, comprehensive checks and reviews are in-built to ensure only output of the highest quality is achieved. Key to these checks and reviews is on-going client feedback and involvement and a commitment to continuous improvement to ensure solutions are 'best fit' for the client's needs.



Quality assurance policy

Morrison Low's practice methodology is based on simple quality principles:

- agreement with the client on a clear definition of the brief for the project and the outcomes sought
- assignment of tasks, performance targets, expected timeframes and specific deliverables and responsibilities in accordance with best practice
- regular and relevant communication with the client on progress and validation of progressive results
- emphasis on value adding and knowledge transfer to the client as an integral part of the project rollout
- clear and concise reporting.

Sound project management is an integral part of our projects and the cornerstone of our quality guidelines. Establishing clear lines of communication, reporting and responsibility is a key part of the process.

As we operate an in-house peer review process we consciously separate the project director and project manager/lead consultant roles. The project director will be responsible for the implementation of our quality assurance methods.



Appendix A Curricula Vitae

Stephen Bunting

Director

Qualifications Master of Public Policy, (*Victoria University of Wellington*)
 Diploma of Project Management (*NZIM*)
 Accredited Recreation Professional (*NZRA*)

Experience Director, *Morrison Low*
 Group Manager Community Services, *Hastings District Council*
 Director of Community Services, *Gore District Council*

Memberships Local Government Managers Association (Queensland)
 Society of Local Government Managers, New Zealand
 New Zealand Recreation Association



Stephen Joined Morrison Low in 2006 after 18 years in director roles in New Zealand local government. Drawing on his experience in leading and managing a wide range of community, recreational, asset and regulatory functions, Stephen now supports councils develop organisational and service strategies, define and measure service levels, initiate business improvements as well as reviewing services and service delivery models. Developing simple and practical processes for organisational and service reform is one of Stephens's strengths. He has been extensively involved in integrated planning and reporting in New South Wales, Queensland, Western Australia and New Zealand, applying this experience to link organisational improvement projects to strategy. More recently Stephen worked with a number of local governments developing Fit for the Future strategies for NSW state government to ensure councils become and remain sustainable into the future.

Key skills and responsibilities

- Integrated planning and reporting
- Strategic activity planning and review
- Organisational reform
- Corporate and operational strategy
- Operational management
- Project planning and management
- Asset / activity management
- Policy research and development
- Community planning
- Business review and change management
- Feasibility analysis
- Relationship management
- Problem solving
- Performance measurement

Projects include

- Ballina Shire Council
 - Develop a service review methodology that can be applied across all Council services to drive better service delivery
- Byron Shire Council
 - Develop community engagement strategy for community strategic plan and implement
- Cabonne Council
 - Prepare merger model for proposed merger and response from Council to the Boundaries Commission
- Camden Council
 - Assist develop suite of integrated plans
 - Develop delivery program
 - Advise on alignment of performance management system with integrated plans
 - Prepare economic development strategy

Stephen Bunting

Director

- City of Canada Bay
 - Integrated planning gap analysis
 - Develop workforce plan
 - Review and integrate resourcing strategies
 - Develop overarching resourcing strategy
- City of Melville
 - Integrated planning gap analysis
 - Prepare strategic community plan
- City of Karratha
 - Review current LTFP model and update to reflect full capital programme
- City of Nedlands
 - Prepare workforce plan
- City of Stirling
 - Conduct service review of Approvals, Health and Compliance Business Units
- City of Ryde
 - Prepare Councils integrated planning and reporting resourcing strategy including asset management plans, long term financial plan and workforce plan
- City of Subiaco
 - Conduct integrated planning and reporting workshop
- City of Wanneroo
 - Facilitate developing project plan for integrated planning and reporting framework
 - Conduct integrated planning and reporting workshop
 - Investigate service delivery options for Building Approval Unit
- Dalby Regional Council
 - Facilitation and project management for the amalgamation of six local governments
- Dungog Shire Council
 - Model financial costs, benefits and forecast financial performance of a merger of Dungog and Gloucester Councils as proposed by the NSW State Government
- Gisborne District Council
 - Conduct workshop and swimming pool and sports park options
 - Develop a new activity management planning framework
 - Prepare activity management plans for the vehicle testing station and forestry
- Gladstone Regional Council
 - Guide development of the corporate plan
 - Advise on community consultation and engagement strategies
- Hauraki District Council
 - A review of the community services and environment and planning groups
- Hornsby Shire Council
 - Prepare an economic assessment and benefit cost analysis for the reclamation of the Hornsby Quarry
- Ku-ring-gai Council
 - Develop integrated planning project plan
 - Conduct all of organisation review
 - Prepare new operational plan
- Leichhardt Municipal Council
 - Review of aquatic centre
 - Review of parks and streetscapes operations
- Local Government Managers Australia (Western Australia)
 - Prepare and deliver integrated planning master class state wide
- Mackay Regional Council
 - Asset management gap analysis for parks
 - Development of community plan

Stephen Bunting

Director

- Maitland City Council
 - Project framework and plan for community strategic plan
 - Facilitate integrated planning community reference panel
 - Develop service review framework and pilot
 - Develop project management framework
 - Prepare submission to delegate for proposed merger with Dungog
- Manningham City Council
 - Assess Council asset management systems, process, practices to develop asset management improvement plan
- Manukau City Council
 - Project management of sustainable development plans for Beachlands and Clevedon
 - Provide business support services to the Environment Directorate
 - Project management the preparation of Toward 2060 Manukau's Strategic Plan
 - Project manage change management programmes for the Environment Directorate and Resource Consents unit
 - Project planning for various Environment Directorate projects
 - Prepare urban design protocols, organisational urban design framework and action plan
- Manukau Leisure Services Ltd
 - Operational review of aquatic and recreation centres
- Muswellbrook Shire Council
 - Model 2017/18 LTFP Scenarios and Develop Final LTFP
- Napier City Council
 - Development of an organisational project management framework
 - Project management training
- National Rural Fire Authority (In conjunction with RFA stakeholders)
 - Otago Enlarged Rural Fire District business plan
- New Plymouth District Council
 - Cost saving review of services and service levels
- North Sydney Council
 - Policy and procedures review of planning directorate
- Parramatta City Council
 - Project management support
 - Benchmarking for parks operations
- Penrith City Council
 - Review of neighbourhood facilities
 - Neighbourhood facilities policy development
 - Develop neighbourhood facilities charging policy
- Porirua City Council
 - Development of an organisational project management framework
 - Project management training
 - Cost saving review of services and service levels
- Port Stephens Council
 - Review of Sustainable Planning Group
 - Review of Facilities and Services Group (2)
 - Prepare merger model for merger with Newcastle, workshop issues and prepare Council response to Boundaries Commission
- Randwick City Council
 - Develop council performance index
- Rockdale City Council
 - Framework for the review of parks operations

Stephen Bunting

Director

- Rockhampton Regional Council
 - Guide development of the corporate plan
 - Advise on community consultation workshops
 - Preparation of key performance indicators
 - Risk management workshops and framework
 - Assist prepare information systems strategy
 - Preparation of operational plans and integration with strategic direction
 - Review of service levels
- Scenic Rim Regional Council
 - Project framework for long-term community plan
- Selwyn District Council
 - Review of the community services group Assist select community services manager to head new community services directorate
- SGS Economics and Planning
 - Financial and service modelling of options for merger of Greater Hobart council
- Shire of Chapman Valley
 - Develop full suite of integrated plans, strategic community plan, community engagement, workforce plan, asset management plan, long term financial plan and corporate business plan
- Shire of Corrigin
 - Develop full suite of integrated plans, strategic community plan, community engagement, workforce plan, asset management plan, long term financial plan and corporate business plan
- Shire of Cue
 - Develop full suite of integrated plans, strategic community plan, community engagement, workforce plan, asset management plan, long term financial plan and corporate business plan
- Singleton Council
 - Facilitate review of key performance indicators
 - Assist with review of integrated planning documents and plan for special rate variation
 - Review the administrative strategy, process and structure of council and recommend improvement options
- Snowy Monaro Regional Council
 - Undertake an asset management maturity assessment for Council's current assets and assess the financials (Special Schedule 7) for the previous and newly amalgamated Council
- Snowy River Shire Council
 - Merger planning workshop with three merging council
- Toowoomba Regional Council
 - Workforce analysis and service delivery review of road operations unit
- Town of Cambridge
 - Conduct integrated planning and reporting workshop
- Town of Victoria Park
 - Review internal IT service
- Warringah Council
 - Assessment of Council's corporate performance
- Western Downs Regional Council
 - Develop service levels and facilitate benchmarking
- Wollongong City Council
 - Review of infrastructure operations

Stephen Bunting

Director

Project with prior organisations

- A review of service delivery options for regulatory services
- Planning and construction of a synthetic hockey turf – Gore District Council
- Project planning, management and construction of the Gore Multi-sports Centre (Ice rink and swimming pool – Gore District Council)
- Community Outcomes and Long Term Council Community Plan
- Development of activity management plans
- Project conception and planning for a new regional multi-sports park
- Project planning new cultural centre
- Business review of Splash Planet (mixed wet and dry theme park)
- Strategy development for tourism, economic development and reserves
- A business review of key community service functions
- Master planning future directions of key activities
- Development of reporting and monitoring systems

Greg Smith

Director

Qualifications

- Master of Business - General Management
- Bachelor of Business – Local Government
- Certified Practising Accountant (CPA) Member
- Australian Institute of Company Directors - GAICD

Experience

- Director, *Morrison Low*
- General Manager Corporate Services, *Evolve Housing*
- Group Manager Corporate Services, *Parramatta City Council*
- Director City Services, *Rockdale City Council*
- General Manager, *Yass Valley Council*
- Director Corporate and Planning, *Goulburn City Council*
- Director Corporate Services, *Cooma-Monaro Shire Council*



Greg brings over 30 years of executive management, leadership and project delivery experience and knowledge in local government, electricity and community housing sectors to Morrison Low. He has experience across all local government functions at a senior executive level and is committed to initiating and delivering strategic corporate change, service delivery reviews, business process improvement, innovation using ICT, and fostering partnerships as a key business enabler. His experience extends to a detailed understanding of the strategic drivers and business model for community housing in Australia. Greg achieves the right balance between strategy and a 'hands on' approach to deliver complex strategy and outcomes. Greg has extensive knowledge and experience around integrating community and corporate planning, business and financial modelling frameworks for local government and community housing operations and property development, service review programs and organisational ICT, HR and customer centred strategies. He has initiated leading edge digital, business systems and regional service delivery projects that have repositioned councils and organisations as 'thought leaders' and innovators in community engagement and service delivery.

As an incumbent general manager in a regional NSW council, Greg led and managed strategic and operational issues associated with amalgamating four councils in regional NSW, leading to a superior outcome for the community.

Skills and responsibilities

- Strategic and integrated planning
- Business and financial modelling
- Service delivery and shared services
- Business improvement and change management
- Problem solving
- Organisational reform
- Asset management
- Feasibility analysis
- Relationship management
- Project management
- Operational management
- Governance and compliance

Projects Include

- Clarence Valley Council
 - Improvement plan incorporating an improvement model with financial implications
 - Asset depreciation assessment
- Cumberland Council
 - Prepare a facilitated merger transition plan
- Greater Hume Shire Council
 - Economic assessment for road and rail infrastructure funding application
- Gunnedah Shire Council
 - Development of shared services

Greg Smith

Director

- Guyra Shire Council
 - Prepare Boundaries Commission submission including financial modelling
 - Undertake merger business case modelling and report
- Holroyd City Council
 - Merger Transition Plan
- Lithgow City Council
 - Asset depreciation assessment report
 - Performance Improvement Order and Improvement Plan Implementation
 - Development of LTFP financial model and document
- Narrandera and Leeton Shire Councils
 - Develop and implement a shared service framework, templates and associated processes
- North Sydney City Council
 - Review of the property portfolio
- NSROC
 - Review Fit for the Future submissions and modelling for a group of councils
- Shellharbour City Council
 - Overview assessment of commercial opportunities for the Shell Cove marina project
 - Detailed assessment of commercial business opportunities for Shell Cove marina project for investment decision of Council
 - Financial modelling and report for proposed boundary adjustments
- Tamworth Regional Council
 - Develop a project management framework and associated documentation and templates

Prior experience includes

- Development of a waste avoidance and resource recovery strategy that identified a range of regional solutions, as well as leadership of the regional waste collection contract for three metro councils resulting in a 50% improvement in resource recovery and \$46m saving over ten years
- Led the creation of a City's digital innovation program that created a marketable product by combining a smart card and phone application that can be commercialised through private sector investment
- Led the development of a HR strategy and leadership development framework that increased staff engagement from 45% to 71% and won the 2013 Local Government Employer of the Year award
- Played a key role in an organisational service review program delivering \$4m savings and significant improvement to service standards, as well as overseeing a range of corporate strategies
- Develop a comprehensive Community Housing Investment Strategy that considered capacity, risks, investment options, assumptions, funding structures and rationale
- Led and managed the strategic and operational issues relating to amalgamation of four councils in regional NSW as an incumbent General Manager
- Development of financial strategies and modelling options for a \$2b council property redevelopment project
- Led and drove the financial and business modelling for a \$100m property development, including the negotiations of funding structures and borrowing terms, that will deliver a range of community housing accommodation outcomes
- Initiation of the Centre of Excellence Program for three councils exploring business/service solutions in a collaborative commercial environment
- Created a Future Proofing Business Technology Program that repositioned a community housing provider's capacity to meet current and future growth demands
- Reviewed operational business and financial models providing opportunities to expand the property management portfolio through commercial arrangements and partnerships
- Creation and leadership of a corporate business improvement program aimed at improving a Council's business processes and growth that delivered savings and income of \$3.4m and productivity gains valued at \$0.5m
- Leadership of the federally funded Red Tape Blueprint project of 41 councils to build capacity by improving business systems and processes, online services and development of interactive smartforms

Paul Stanley

Consultant

Qualifications Bachelor of Economics (Hons), *University of Sydney*

Experience Consultant, *Morrison Low*
 Associate Director, Economics and Policy, *Ernst & Young*
 Associate – Finance and Economics, *URS Australia Pty Ltd*
 Consultant, *Strategic Design and Development*
 Business Analyst, *FreightCorp/Pacific National*
 Economist Consultant, *SKM Economics*



Paul is an economist consultant who has worked in the areas of regulation, business/operational improvement and economic development, undertaking projects involving pricing and costing principles and model design, strategic direction development and analysis, due diligence, market positioning and organisational change analysis.

Paul has done work for with Commonwealth and state government clients within Australia such as NSW Health Infrastructure, Infrastructure Australia, Commonwealth, NSW, South Australian and Victorian Departments of Transport and Infrastructure, the Department of Sustainability and Environment, RMS, Western Australian Department of Planning and Infrastructure as well as many others.

Paul has a special interest in freight and logistics assessment, and the improvement in operational efficiencies across supply chains, having undertaken a range of freight related studies for government and corporate clients, including Transport for NSW, ARTC, Port Authority of NSW, Port of Melbourne and Pacific National.

Projects/experience

- Transport for NSW: Fixing Country Roads funding program – developed a road costing economic model to assist the NSW government to evaluate funding submissions from regional councils to improve regional roads. The model helped the NSW government prioritise and fund projects across NSW
- Transport for NSW: Fixing Country Rail funding program – developed a rail supply chain costing economic model to assist the NSW government to evaluate funding submissions to improve rail assets across NSW. The model is helping the NSW government prioritise and fund projects across NSW
- Infrastructure Australia - Paul was involved in the evaluation of State submissions to Infrastructure Australia. As part of identifying projects of National Significance, Paul was involved in the analysis of funding requests
- Department of Transport and Infrastructure - Economic and policy analysis of potential options for Sydney's aviation capacity. Paul was involved in the strategic analysis of options for future aviation capacity in the Sydney Basin
- Victorian Department of Transport - Economic evaluation of the Victorian Transport Plan. Investigated the network benefits of the public transport and road investment planned by the Victorian government over the next 15 years
- Infrastructure Australia - Corridor Study – Study across all Australian jurisdictions into the identification, preservation, acquisition and funding of infrastructure corridors
- Western Australian Department of Planning: Economic Rail Network Economic Analysis – Perth and Peel Regions - study to strengthen the policy and planning framework for the maintaining the efficiency of freight infrastructure in the rapidly growing metropolitan areas of Perth and Peel regions. The study aimed to establish an economic valuation of the metropolitan rail freight network and compare the likely costs and effectiveness of various potential means for resolving any future land use conflicts between the rail freight corridors and neighbouring residential areas
- Transport for NSW: Enfield Yard Best Use review – assessed potential future uses for Enfield Yard for TfNSW ranging from freight to passenger and combinations each. The assessment applied financial and economic assessments
- Transport for NSW: Network Rail Lubrication Cost Benefit Analysis– engaged to undertake a cost-benefit study on the establishment of a network of rail lubricators to improve rail operations within the Sydney Trains network

Paul Stanley

Consultant

- Transport for NSW: Freight Wagon Upgrades – engaged to undertake a cost-benefit study to determine the impact of investment in freight wagons to improve rail operations and minimise noise and vibration
- Transport for NSW: Advanced Train Control Systems Investment project - Assessment of costs associated with including freight and regional passenger services in the proposed advanced train control system for NSW
- Transport for NSW: Lower Hunter Rail Corridor study – engaged to undertake a cost-benefit study on the establishment of a new rail corridor in the Newcastle region of NSW that would bypass local communities and provide greater capacity for rail services between Sydney and Newcastle
- Western Sydney Freight Line and Outer Sydney Orbital Freight Line Needs Assessment – engaged to assess the need for additional freight lines in Sydney to address increasing volume and passenger service constraints
- Intermodal Container Price Elasticity study –engaged by Transport for NSW to undertake a price elasticity study of intermodal container transport in NSW with a focus on metropolitan road and rail traffic. The study identified price and non-price barriers of transport options.
- West-East Rail Line feasibility study – economic and financial assessment of a range of freight rail lines connecting the West Coast to the interstate rail corridor. The study was undertaken by the Western Australian Department of Transport
- Kewdale Intermodal Rail Corridor Study (KIRSC) – as part of a funding submission process by the Western Australian Department of Transport
- Port of Melbourne Corporation & Department of Transport - Victorian Container Terminal Strategy – Paul was responsible for the Victorian Government strategy for future container terminals and trade in Victoria. The project is one of Australia’s most significant maritime related planning schemes and will assist in securing the trade future of Melbourne and Victoria
- Transport NSW - Undertook an Infrastructure Benchmarking study for Transport NSW. Assessing the relativities of infrastructure costs across all jurisdictions of Australia
- South Australia Department of Transport, Infrastructure and Energy - Darlington Transport Business Case – undertook a business case on the transport precinct at Darlington in South Australia which is assessing the road and rail infrastructure options to service a growing demand for transport in the region
- Brisbane City Council - Infrastructure Australia Evaluation - undertook Cost Benefit Analysis and Wider Economic Benefits assessment on four road projects for Brisbane City Council as part of a network assessment. The projects involved the integrated assessment of direct and indirect costs and benefits for the Brisbane road transport network
- Queensland Department of Main Roads Economic and Financial Adviser to Queensland Government for the Toowoomba Bypass. The proposed Bypass included a new freight and passenger transport route to deliver time savings for road users, alleviate congestion and reduce accident risks
- Sydney Toll Road Study - Evaluation of the network economies associated with Sydney’s toll road network which combined a traditional road user cost-benefit assessment with an economic impact and changed network transport pricing study for a major private client
- DTEI - Benefit Cost Analysis for the Northern Connector Expressway (road and rail). Department of Transport, Energy and Infrastructure (South Australia). Carried out an economic analysis separately analysing the road and rail implications of the new expressway
- DTEI - Benefit Cost Analysis for the North South Road Corridor Upgrade – Port River Road Expressway to Regency Road. Department of Transport, Energy and Infrastructure (South Australia). Carrying out a rapid benefit-cost analysis for South Road upgrade works, including two options for elevated road sections
- NSW Health Infrastructure As part of the infrastructure Business Case, undertook Economic Appraisals for Health Infrastructure for a number of capital projects
- Sydney Airport Corporation Limited Regional services fees and charges benchmarking of 26 airports over a 10 year period to determine the range of fees and charges and the changes over the period of analysis
- Sydney Airport Corporation Limited (SACL) Economic Impact Study – undertook a study into the economic impact of Sydney Airport on the NSW economy in terms of employment and GSP. Particular focus was placed on the impact of growing passenger levels on economic growth

Paul Stanley

Consultant

- Business Case for Petrie to Redcliffe Multi Modal Study- Translink - Preparation of the business case and economic evaluation for the study including the development, evaluation of options, recommendation of a preferred option followed by the preparation of the business case
- Environment Bay of Plenty: Regional Airport Location & Feasibility Study - Engaged to conduct a feasibility study to assess whether the Bay of Plenty region would be better served by a single regional airport rather than the continuation of the current situation where three airports separately service the main population centres in the Bay of Plenty. The study also involved the use of GIS criteria based analysis to identify potential locations for the regional airport
- Port of Melbourne Webb Dock Expansion Business Case - Undertook a Business Case assessment of establishing a rail link into the Port of Melbourne's Webb Dock (WDRL). The work set out a Business Case for the establishment of the WDRL for the Port of Melbourne. The study was undertaken in accordance with the Department of Treasury and Finance Gateway Initiative Business Case Development Guidelines and the requirements of the Department of Infrastructure ("DoI") – Capital Planning and Review Division. Business Case involves providing an understanding of the Port of Melbourne as it is today and to look at the changes that are forecast to happen over the next 30 plus years based on developments at Webb Dock and the re-commissioning of the rail line to Dynon
- Victorian Department of Transport - Benefit-cost and wider economic benefits study of the Truck Action Plan
- NSW RTA – M5 Widening - Economic evaluation of the M5 widening proposal. Involved undertaking a cost benefit evaluation on the proposed investment
- Environment Bay of Plenty: Airport Benefit Cost Study - Engaged to conduct a feasibility study to assess whether the Bay of Plenty region would be better served by a single regional airport rather than the continuation of the current situation where three airports separately service the main population centres in the Bay of Plenty. The study also involved the use of GIS criteria based analysis to identify potential locations for the regional airport
- Victorian Department of Treasury & Finance / Procurement Analysis Services for Water Infrastructure Melbourne Water – financial and economic analysis of capital works at the water treatment plant at Warrnambool in Victoria
- South Australian Water Corporation - economic appraisal of the Advanced Water Network Management in Adelaide initiative (smart network metering) as input into a business case for submission to Infrastructure Australia
- South Australian Water Corporation - economic appraisal of the construction and commissioning of a desalination plant in the Eyre Peninsula as input into a business case for submission to Infrastructure Australia
- Department of Planning, Infrastructure and Natural Resources (DIPNR) – cost benefit study for Menindee & Cawndilla Lakes Structural Works – looking at the cost of maintaining and improving water flows to the district through the implementation of a new structural program
- BHP - undertook a cost escalation and macroeconomic assessment to determine the appropriate indices to escalate the costs to inflate them to the required valuation date for costs involved in the operation of the Ravensthorpe Mine in Western Australia
- Broome Port Authority –Marine Service Facility Feasibility Study - Conducted feasibility study on the upgrade of the existing slipway facility at the Port of Broome and the development of a Marine Services Business Park at the slipway site. Involved a comparison of potential demand and revenue projections against estimated capital and operating costs over a 20 year period to form the basis for determining whether the project was commercially feasible

Stuart Cross

Senio Consultant

Qualifications Chartered Accountant, *CAANZ*
 Better Business Cases Practitioner
 Bachelor of Commerce and Administration, *Victoria University of Wellington*
 Bachelor of Science, *University of Otago*

Experience Consultant, *Morrison Low*
 Tax Manager, *TaxTeam Limited*



Stuart is a Chartered Accountant and Better Business Cases Practitioner with significant experience in providing financial, accounting and strategic advice to a broad range of public sector organisations. His recent experience includes multi-agency financial modelling to support development of policy initiatives, financial improvement and amalgamation modelling, time sheet development and analysis to support improved business process development and best practice assessment of business processes.

Stuart has also been involved in the development of policy and procedure documentation and decision trees, governance frameworks and providing strategic tax advice concerning the establishment and rationalisation of subsidiary operations.

Skills and responsibilities

- Qualitative and quantitative data analytics
- Financial and economic analysis and modelling
- Process and system reviews
- Better Business Case development
- Best practice assessment
- Financial policies and planning
- Application of accounting standards
- Formation of CCOs/CCTOs
- Governance
- Statutory reporting

Experience includes

- Auckland Transport
 - Independent review of compliance with statutory requirements, including domestic taxation law and financial reporting standards
 - Delivery of tailored training to finance staff
 - Advice regarding the implementation and continued operation of the Auckland Transport HOP Card system, including independent review of ongoing operations against the design specifications of the system
- Ballina Shire Council
 - Financial and economic analysis for the Council's application to the National Stronger Regions Fund for Airport Boulevard
- Bellingen Shire Council
 - Conduct a review of the finance department's capacity, capability, systems and processes
- Earthquake Commission
 - Review of the systems and processes that are in place to manage complaints received about staff conduct, and assessment against accepted best practice
- Kaipara District Council
 - Reconciliation of key balances within accounts, including identification and analysis of transactional and systemic errors

Stuart Cross

Senio Consultant

- Lithgow City Council
 - Review and assessment of long term financial plans, and preparation of new base case long term financial plans in order to determine the extent to which the Council is financially sustainable, and subsequent modelling of improvement opportunities to help to develop a plan to drive Council toward long term financial sustainability
- Manningham City Council
 - Modelling the financial impact of the introduction of rate capping in Victoria, and of improvement opportunities identified through a series of Council workshops
- Ministry of Business, Innovation and Employment
 - Financial modelling and qualitative data analysis for the Ministry's study into the net costs or benefits to local authorities from investing in the infrastructure required to support population growth
 - Assistance with the development of internal policies and procedures for implementation following the establishment of the Ministry
 - Preparation of Product Ruling applications concerning the application of New Zealand tax law to certain levies that are collected and administrated by the Ministry
- Ministry of Foreign Affairs and Trade – International Development Group
 - Development of a comprehensive time sheeting systems to enable a greater understanding about how staff across the International Development Group spends its time, and analysis of the quantitative and qualitative data collected during that process to draw insights into current process inefficiencies
- NSW Government Fit for the Future
 - Analysis of Real Operating Expenditure across Sydney councils
- Rockdale City Council
 - Modelling merger costs and benefits of a potential St George Council as they relate to Rockdale City Council
- Tauranga City Council
 - Advice regarding the tax efficient restructuring of CCOs, including advice concerning the rationalisation of subsidiaries and the establishment of public-private partnerships and also including consideration of the requirements of the Local Government Act
 - Assistance with the preparation of key components of the financial statement of Council and its subsidiaries, in accordance with New Zealand International Financial Reporting Standards, including liaison with Audit New Zealand to resolve issues regarding interpretation of law
 - Advice regarding the balance sheet restructuring of subsidiaries to create a more commercially driven debt to equity ratio
- New Zealand Fire Service
 - Preparation of risk management frameworks, strategies and reports for the Audit and Risk Committee
 - Delivery of targeted learning and development solutions to finance staff and regional business manager based on identified areas of risk
- Westland District Council
 - Advice concerning the rationalisation of CCOs, including review of the financial and contractual obligations of liquidating entity and consideration of statutory requirements
- Wellington City Council
 - Review of the re-engagement process for the Island Bay cycleway
- Land Information New Zealand
 - Assistance with the development of draft metadata standards for three waters and buildings.
- Wellington Water
 - Facilitation and project management of options analysis process to assist in the identification of preferred contract models for the maintenance and operations of the three main wastewater treatment plants managed by Wellington Water.



Appendix B Terms and Conditions

Conditions of Engagement

- 1 The Consultant shall perform the Services as described in the attached documents.
- 2 In providing the Services, the Consultant shall exercise the degree of skill, care and diligence normally expected of a competent professional performing those Services.
- 3 The Client shall provide to the Consultant all relevant and necessary information that may pertain to the Services that is within his or her power to obtain, free of cost and as soon as practicable following any request for information. The Consultant shall not, without the Client's prior consent, use information provided by the Client for purposes unrelated to the Services. In providing the information to the Consultant, the Client shall ensure compliance with the Copyright Act 1968 and shall disclose the fact of any proprietary rights that any other person may have in regard to any information provided.
- 4 The Client shall pay the Consultant for the Services the amount of fees and expenses at the times and in the manner set out in the attached documents or, unless otherwise noted, within twenty (20) days of the date of any invoice issued by the Consultant to the Client for the Services performed to that date. All fees and expenses will be paid in Australian dollars. Where this agreement has been entered by an Agent (or a person purporting to act as Agent) on behalf of the Client, the Agent and Client shall be jointly and severally liable for payment of all amounts due to the Consultant under this agreement.
- 5 All amounts payable by the Client shall be paid within twenty (20) calendar days of the date of the relevant invoice being issued to the Client. Late payment shall constitute a default and the Client shall pay default interest on overdue amounts from the date payment falls due to the date of payment, at the Commonwealth Bank default overdraft interest rate applicable at the time and in addition the costs of any actions taken by the Consultant to recover the debt.
- 6 Where Services are not carried out on a fixed cost basis, the Consultant may purchase such incidental goods and/or services as are reasonably required for the Consultant to perform the Services. The cost of obtaining such incidental goods and/or services shall be payable by the Client including a 5% administration charge. The Consultant shall maintain records which clearly identify time and expenses incurred.
- 7 If any item or part of an item in an invoice submitted by the Consultant is contested by the Client, then the Client will give prompt notice to the Consultant with the reasons for disputing the item or part of the item in the invoice within five (5) working days of receiving the invoice.
- 8 The liability of the Consultant to the Client in respect of the Services, whether in contract, tort or otherwise shall be limited to the lesser of five times the value of the fees (exclusive of GST and disbursements) or the sum of \$5,000,000. The Consultant acknowledges that the Consultant currently holds a policy of Professional Indemnity Insurance for the amount of \$5,000,000. The Consultant undertakes to use all reasonable endeavours to maintain a same or similar policy of insurance for seven years after the completion of the Services.
- 9 Neither the Client nor the Consultant shall be considered liable for any loss or damage resulting from any occurrence unless a claim is formally made on him or her within seven years after completion of the Services.
- 10 The Consultant shall only be liable to the Client, either in contract or in tort, for direct loss or damage suffered by the Client as the result of a breach by the Consultant of his or her obligations under this agreement. The Consultant shall not be liable to the Client for the Client's indirect, consequential or special loss, or loss of profit, however arising, whether under contract, in tort or otherwise.
- 11 The Client may order variations to the Services in writing or may request the Consultant to submit proposals for variation to the Services.
- 12 Intellectual property prepared or created by the Consultant in carrying out the Services ("New Intellectual Property") shall be jointly owned by the Client and the Consultant. The Client and the Consultant hereby grant to each other a royalty-free license in perpetuity to copy or use New Intellectual Property. Intellectual property owned by a party prior to the commencement of this Agreement and intellectual property created by a party independently of this Agreement remains the property of that party. The ownership of data and factual information collected by the Consultant and paid for by the Client shall, after payment by the Client, lie with the Client. The Consultant does not warrant the suitability of New Intellectual Property for any purpose other than the Services or any other use stated in the Agreement.
- 13 The Client may suspend all or part of the Services or terminate the agreement by giving one month's notice to the Consultant who shall immediately make arrangements to stop the Services and minimise further expenditure. Suspension or termination shall not prejudice or affect the respective accrued rights or claims and/or liabilities of the parties.
- 14 Disputes shall first be referred to conciliation for settlement. Unresolved disputes shall be referred to arbitration in accordance with applicable arbitration law.
- 15 This agreement is governed by the applicable Australian Federal Laws and the Laws of the Client's State.



Greater
Hume
Council



Local Government Road Safety Action Plan 2018 – 2021

Contents

Introduction & Executive Summary

Page 2

Safe System Model

Page 3 to Page 5

LGA Key Road Safety Issues

Page 6

Local Stakeholders

Page 7

Demographics

Page 8

Crash Data Analysis

Page 9 to Page 14

Addressing LGA Key Road Safety Issues

Page 15 to Page 20

Appendices

RUM table

RMS Road Safety Projects

Introduction

This Road Safety Action Plan details preventative road safety projects to be enacted throughout Greater Hume Local Government Area from July 2018 to June 2021.

As partners in the NSW Government's Local Government Road Safety Program Greater Hume Council will continue to employ a Road Safety Officer to assist in developing, planning, implementing and evaluating local road safety projects.

In line with the NSW Road Safety Strategy 2012-2021 the Safe System Model approach to road safety will continue to be used to address key road safety issues identified within the LGA.

Executive Summary

This document builds on the National Road Safety Strategy 2011 – 2020 and the NSW Road Safety Strategy 2012 – 2021 at a local level.

Key issues within these two strategies aims to do the following:

- Reduce the national annual number of fatalities and serious injuries by at least 30 percent by 2020
- To improve NSW road safety by identifying and upgrading black spots (Safer Roads Program)
- Promoting safety features in vehicles
- Enforcing speed limits
- Educate and encourage road users to take less risks on NSW roads

The vision of the NSW Road Safety Strategy 2012 – 2021 is: **“Working Towards Vision Zero”**

“Our vision is a road system with zero deaths and serious injuries. We’re investing in road safety infrastructure to make our roads and roadside more forgiving if the worst happens – but everyone needs to play a part. The choices we all make behind the wheel need to be smarter and safer to move Towards Zero”.

Research compiled in this action plan includes data from:

- TfNSW crash data 2012 to 2016
- 2016 census results from the Australian Bureau of Statistics
- Greater Hume Councils Roads Strategy
- Greater Hume Community Strategic Plan 2030

Safe System Model

The Local Government Road Safety Action Plan (LGRSAP) aim is to promote, deliver and implement preventative road safety projects to reduce road trauma within the LGA's road network using the safe system model.

The safe system model is a holistic approach which comprises of the following:

- Safer People
- Safer Vehicles
- Safer Roads
- Safer Speeds

Local road safety projects planned for Greater Hume are detailed on the next page and demonstrate which Safe System is involved.

Safe System Model Continued

Project Name	Objective	Safe System
65 Plus	Workshops designed to maintain independence & increase driver awareness/safety for aged drivers. Discussion about selecting safer vehicles.	Safer People Safer Vehicles Safer Speed
Helping Learner Drivers Become Safer Drivers	Workshops aimed at parents/supervisors of Learner drivers to assist in effective & safe driving techniques. Discussion about selecting safer vehicles.	Safer People Safer Vehicles Safer Speed
Keeping it safe at local events	Providing courtesy breath testing at local events where alcohol is served such as the Holbrook Races where people may be tempted to drive after a few drinks.	Safer People
Slow down and share the road	Aimed at alerting drivers to their speed driving through towns & school zones. Targeting drivers driving at inappropriate speeds on unsealed and county roads. Heavy vehicle due to their size and weight.	Safer Speed Safer People
Take a break and stay awake	Aimed at educating local drivers to the risks associated with driving tired especially during harvest and sowing. Interstate drivers are encouraged to take break during Christmas/Easter periods	Safer People
Federal Black Spot Program	The Australian Government's Black Spot Program targets road locations where crashes are occurring by funding measures such as traffic signals and roundabouts at dangerous locations to reduce the risk of crashes occurring	Safer Roads
Active Transport Grant	The NSW Government is committed to working with councils to make walking and cycling a more convenient, safer and enjoyable transport option that benefits everyone. By better targeting investment to improve walking and cycling in areas where most short trips occur, the NSW Government aims to support more accessible, liveable and productive town, cities and centres by: <ul style="list-style-type: none"> • Reducing congestion • Freeing up capacity on the public transport system for those customers that need to travel further • Encouraging walking and cycling to be the mode of choice for short local trips 	Safer People
CPTIGS	The Country Passenger Transport Infrastructure Grants Scheme provides subsidies to support the construction or upgrade of bus stop infrastructure generally owned and maintained by local councils across country NSW	Safer People
Speed Limit Reviews	The Safe System approach is adopted by the RMS as the model to develop and implement road safety programs. Safer speeds and speed limits are an essential component of the Safe System approach. The setting of speed limits is based on this approach so that avoiding death and serious injuries becomes a priority.	Safer Speed

Safe System Model Continued

Project Name	Objective	Safe System
Road Safety Audits	A road safety audit assesses a roads safety performance and crash potential at various stages of a road/project's life cycle. A road safety audit is defined by Austroads as "...a formal examination of a future road or traffic project or an existing road, in which an independent, qualified team reports on the project's crash potential and safety performance..." Road safety audits take the principles of the safe systems approach and apply them proactively. The outcome of a road safety audit is a Road Safety Audit Report that identifies any road safety deficiencies.	Safer Roads
Council's Safe Driving Policy	Ensuring all workers operating or travelling in any road vehicle, while at work or on their way to or from work, are suitably fit and capable, and demonstrate low risk driving behaviours. Including the purchase of 5 star ANCAP rated vehicles where appropriate	Safer People Safer Vehicles
Community Road User Awareness	To increase road user awareness and encourage safer thinking through the following initiatives: <ul style="list-style-type: none"> • Motorcycle Awareness Month • Yellow Ribbon National Road Safety Week • Walk Safely to School Day • Fatality Free Friday • Double Demerits Operations • Road Rules Awareness Week • Child Car Seat releases • Community Road Safety Grants • Bike Week • Walk to Work Day • Bus Safety Week 	Safer People Safer Vehicles Safer Speed
Route Safety Reviews	Route safety reviews are an effective way to evaluate long stretches of major roads and develop cost-effective upgrades to target the safety issues identified. The reviews include fatality and injury analysis, as well as community consultation to develop road safety improvements and behavioural strategies	Safer Roads Safer People

LGA Key Road Safety Issues

Analysed crash data from 2012 to 2016 and 2016 Census results documented in this plan illustrate the following concerns.

The results have been divided into the following two categories to capture and measure local road safety project results and allow for an annual review of planned projects going forward.

- 1) **Local residents** – Traffic user crash data postcodes 2640 to 2660
- 2) **Interstate/Overseas drivers**

Local resident crash data detailed in this document and discussions with community stakeholder's highlights that the key road safety issues listed below require continued attention:

- **Speed:** Travelling above the speed limit or failing to drive at an appropriate speed for the conditions, such as weather and environment.
- **Fatigue:** Driving distances to access shopping, health etc. and driving home after long hot days working in agriculture.
- **Alcohol:** Difficulty accessing alternative transport at social events and/or the distance to the local pub.
- **Animal strikes:** Crashes involving wildlife and livestock.
- **Distraction/Inattention:** Mobile phone use and in-vehicle devices is highlighting a potential trend in run off road crashes occurring.
- **Vulnerable road users:** Ageing population, pedestrians, school children, pushbike riders and motorcycle riders.

Interstate drivers account for over 50 percent of crashes due to the extensive Highway networks running throughout Greater Hume.

Interstate driver crashes occurring in Greater Hume during 2016 demonstrate that over 88 percent were involved in run off road crashes. The most probable contributing factors that may or may not have been formally recorded (see note) at the time of the crash include:

- **Fatigue**
- **Speed**
- **Distraction/Inattention**

Note: Identifying fatigue and distraction are both difficult to prove as having a contributing influence at the time of a crash. Driving tired and distracted are two behaviours drivers readily admit to during presentations and workshops delivered within the LGA.

Local Stakeholders

NSW Police

Local Area Command Albury provides valuable information on road safety issues such as crashes, infringements and operations occurring throughout the LGA.

Identified issues are discussed and addressed at regular annual Council Local Traffic Committee meetings, Roads and Maritime Services Road User Network and Local Steering Committee meetings and provide information to the Road Safety Officer when requested.

Greater Hume Council (GHC)

Greater Hume Councils Community Strategic Plan 2030 identifies road safety as a priority to provide the following to the community:

- Safer Roads.
- Safer Pedestrian/Cycling Facilities.
- Access to free Road Safety Information and Education.
- Employment of a Road Safety Officer.
- Liaising with Council's Youth Officer.

Schools

Schools within the LGA actively employ the services of the Road Safety Officer to do the following:

- Promote safer speeds through school zones to the community.
- Promote the use of road safety education to teachers, such as Safety Town.
- Provide resources to promote road safety within and around the school.
- Provide access for schools to receive assessments of school crossings and bus stops.

School newsletters are used to also provide community to address identified road safety issues.

Community and Service Groups

Community groups liaise regularly with the Road Safety Officer to develop, implement and promote identified road safety issues such as the following:

- Delivering the safe pedestrian module of the NSW Government falls prevention program "Stepping On" for community members with limited physical abilities
- Promote key road safety issues at local events such as the Holbrook Picnic Races, Henty Machinery Field Days, Hume League Finals and BnS Balls
- Delivering presentations for Probus, Day Care Centres, Aged Care facilities and Agriculture
- Meeting annually with bus operators to identify and address their road safety concerns
- Assisting Road Safety Auditors conduct road safety audits on regional and local roads

Roads and Maritime Services (RMS)

Road and Maritime Services supplement Council's contribution for the employment of a Road Safety Officer and provide resources, information and advice to perform all duties required of the position.

Demographics

Population

Greater Humes population has increased by 4.4% since 2011

2011	2012	2013	2014	2015	2016
10,072	10,162	10,219	10,319	10,440	10,509

Median Age

Greater Hume	42.9 * Increase of 1.9 years over 10 years.
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Age Percentages

LGA	0-24 years	25-64 years	65 years and over
Greater Hume	33%	48%	19.1%
From 2006 to 2016 there has been a 3.5% increase in people aged 65 years and over and a decline of 3.3% in people aged 25 to 64 years. Census data			

Road Network

LGA	National/State	Regional	Local sealed	Local unsealed
Greater Hume	222km	286km	749km	1036km

Topography

LGA	Area	North	East	South	West
Greater Hume	5,929 sq km	Undulating Pastoral	Undulating Mountainous	Undulating Pastoral	Pastoral Open plain

Registered Vehicles 2016

LGA	Passenger	Camper Vans	Light Commercial	Light Rigid	Heavy Rigid	Articulated	Buses	Motorcycles
GHC	5224	29	2797	69	435	187	83	392
% since 2011	2.17% Increase	11.5% Increase	13.4% Increase	38% Increase	1.8% Decrease	1.8% Decrease	25.7% Increase	24.4% Increase

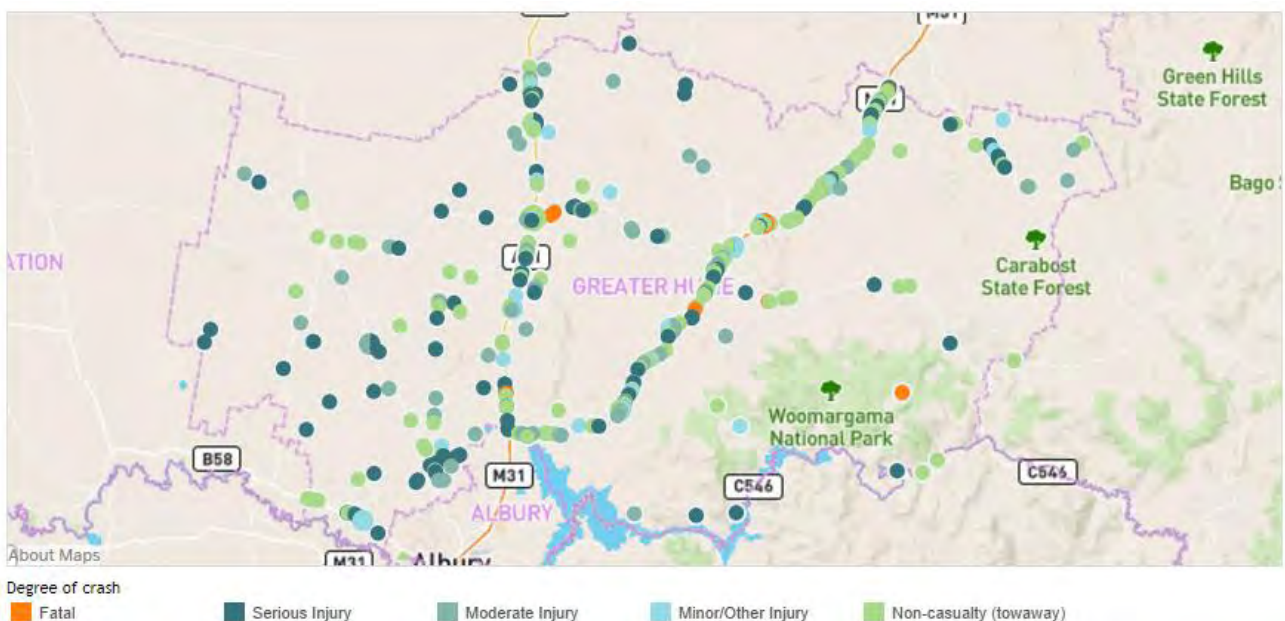
Summary: Greater Hume demonstrates a significant increase in the number of registered light rigid, buses and motorcycles since 2011 Census statistics.

Crash Data Analysis

LGA Crash data summary 2012 to 2016

Crashes		2012	2013	2014	2015	2016	Total
Fatal		3	4	2	0	3	11
Injury	Serious	18	23	17	21	19	98
	Moderate	12	7	17	13	16	65
	Minor/Other	12	6	6	3	7	34
		42	36	40	37	42	197
Non-casualty tow-away		25	38	43	18	17	141
Total		70	78	85	55	61	349

Casualties		2012	2013	2014	2015	2016	Total
Killed		4	4	2	0	2	12
Injured	Serious	22	25	19	24	21	111
	Moderate	23	21	29	20	19	112
	Minor/Other	16	12	9	8	9	54
		61	58	57	52	49	277
Total		65	62	59	52	51	289



Crash Data Analysis Continued

Crash Type – Road User Movement Codes

The road user movement code table is attached as an appendix to this plan.

2012

RUM CODE	13	20	21	30	32	47	51	53	67	71	72	73	74	75	80	81	83	84	85	86	87	91
# Crashes 70	1	3	1	3	2	1	1	1	7	17	2	6	1	1	3	5	3	3	5	1	2	1

2013

RUM CODE	3	20	30	31	32	42	45	49	53	61	66	67	69	70	71	72	73	80	81	83	84	85	86	87	92
# Crashes 78	1	3	4	1	2	1	1	1	2	1	2	9	1	4	12	6	5	3	7	2	1	3	1	5	1

2014

RUM CODE	3	10	11	20	21	30	41	49	52	62	66	67	70	71	72	73	74	75	80	81	82	83	85	87
# Crashes 85	1	2	1	1	2	2	1	1	1	1	2	10	2	17	3	11	2	1	5	7	1	2	5	3

2015

RUM CODE	10	20	30	31	33	47	53	67	70	71	72	73	80	81	83	84	85	86	87	88
# Crashes 55	2	1	3	1	1	1	2	10	2	8	1	7	1	4	3	1	2	1	2	2

2016

RUM CODE	10	20	30	32	39	47	49	66	67	70	71	72	73	74	79	80	81	85	86	87	88
# Crashes 61	1	3	2	1	1	1	1	1	4	1	12	2	7	3	1	3	6	4	1	4	2

Summary: Run off carriageway crashes account for the majority of crashes occurring in both LGA's. Run off Road RUM codes include numbers 70 through to 89.

Table 1: Annual percentage Run-off road crashes

Annual Percentage of Run-off Road Crashes					
LGA	2012	2013	2014	2015	2016
Greater Hume	70%	62%	65%	58.2%	75.4%

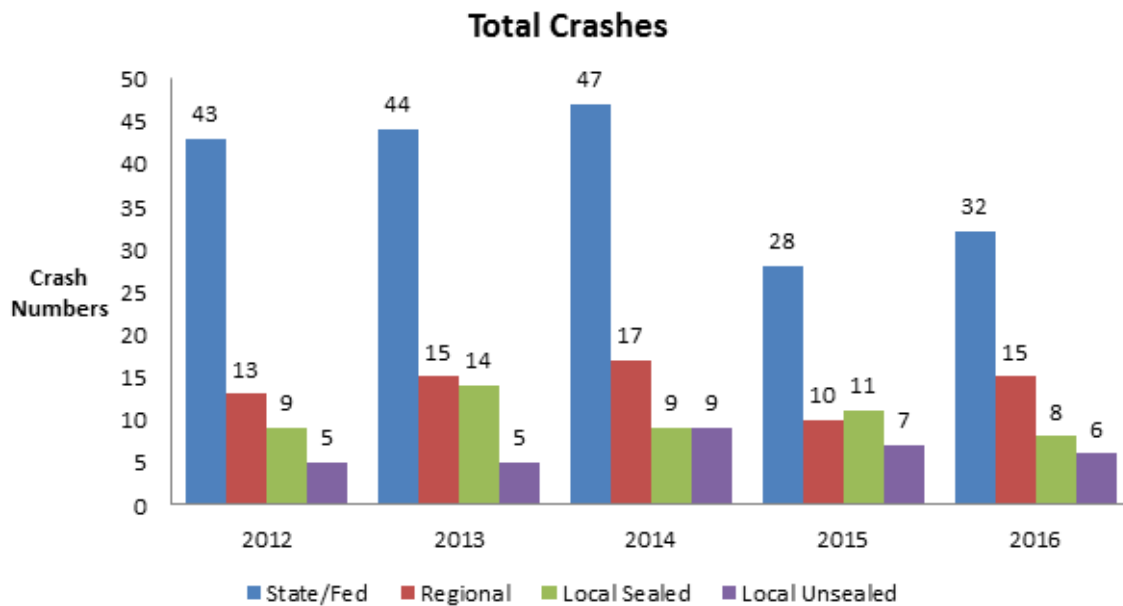
11.5% of total crashes occurring in the Greater Hume result from RUM code 67 – Animal Strike.

Crash Data Analysis Continued

Crashes Road Network and Local Drivers

Greater Hume

Graph 2.0: Greater Hume Total Crashes



Summary: On average over 55% of total crashes in the Greater Hume occur on State roads.

Table 2.0: below illustrates the average 5 year period percentages of total crashes that involved local drivers within the Greater Hume road network.

Table 2.0: Percentage of local driver crashes Greater Hume

2012-2016 Percentage of Local Driver Crashes			
National - Hume	State – Olympic/Riverina	Regional	Local Roads
10.5%	15.7%	74.5%	85.9%

Table 2.1 below demonstrates the number of serious injury crashes which occurred within the 2012 -2016 period and provides the percentages of local drivers involved on the road network.

Table 2.1: Serious Injury Crashes : Road Network : Local Drivers

2012-2016 Serious Crashes involving Local Drivers		
Road Network	Serious Injury Crashes	Local Drivers
State/National	47	39.1%
Regional	23	73.4%
Local	28	86.6%

Note: During 2016 there was a significant decrease in local drivers involved in serious injury crashes on all road networks within the Greater Hume but particularly on local roads.

Crash Data Analysis Continued

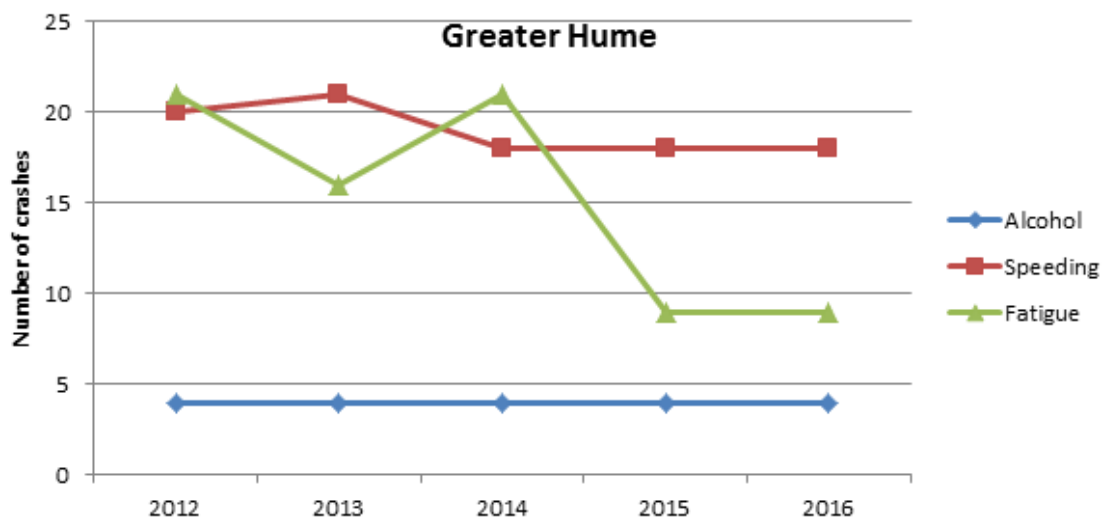
Table 2.2 shows the percentage of annual crashes according to the residence of the driver.

Table 2.2: Annual percentage : All Crashes : Local & Interstate Drivers

Annual Fatal Crashes on Road Network						
Driver Post Code	Local 2640 - 2660	NSW	VIC	QLD	SA	UNK
2012	47.1%	18.6%	25.7%	4.9%		4.9%
2013	44.8%	21.8%	22.2%	1.3%	1.3%	2.7%
2014	49.4%	23.5%	21.2%	3.5%	1.8%	
2015	58.2%	14.5%	25.4%	1.8%		
2016	50.8%	14.7%	24.5%	1.6%	1.6%	6.5%

Summary: On average 50% of total crashes throughout the Greater Hume road network were local drivers followed by 23.8% of crashes were drivers from Victoria.

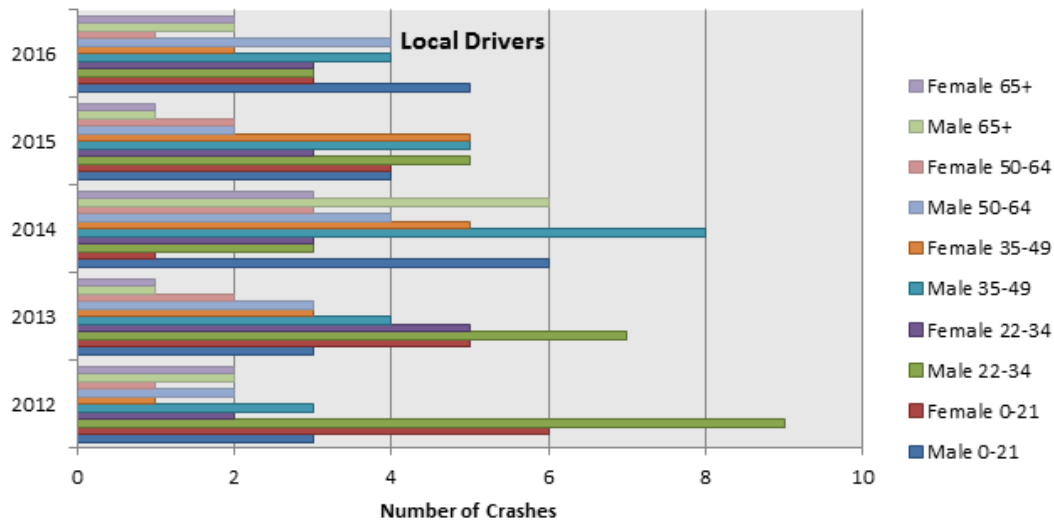
Crashes Contributing factors: 2012 to 2016



Summary: Although alcohol contributed crashes have remained the same during the 2012 -2016 period, drink driving offences communicated by NSW Police highlight that drivers within the LGA are still driving with illegal blood alcohol concentrations.

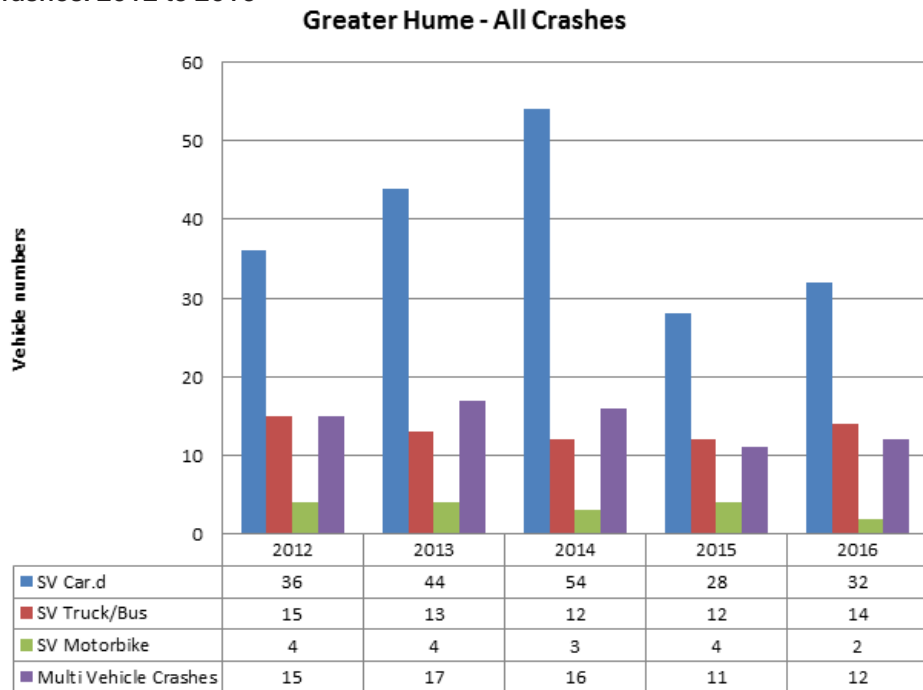
Crash Data Analysis Continued

Local Drivers: Traffic Controller Crashes: Age and gender 2012 to 2016



Summary: Local male drivers aged 22-34 years demonstrated a 66.6% decrease in crashes from 2012 to 2016. Local female drivers aged 0-21 years illustrate a 50% reduction from 2012 to 2016. Local female drivers aged 35-49 years show a 60% decrease from 2014 and 2015 also.

Vehicle Type Crashes: 2012 to 2016



Summary: Although the 2012-2016 Vehicle Type and Crash Type graph illustrates a consistent trend over the five years, table 2.3 below demonstrates a significant percentage increase in car derivative (car.d) and truck/bus vehicles involved in multi-vehicle crashes in 2016.

Crash Data Analysis Continued

Table 2.3: Percentage of vehicle types involved in Multi-vehicle Crashes

Percentage of vehicle types involved in Multi-vehicle Crashes			
Year	Car.d	Truck/Bus LGT/HEV/ART	VIC MC/PC/PED
2012	73.3%	53.3%	0%
2013	82.3%	41.1%	0%
2014	62.5%	75%	6.25%
2015	63.6%	54.5%	9.0%
2016	75%	83.3%	0%

Table 2.4 demonstrates although there was an increase in total crashes during 2016 the percentage of local drivers significantly decreased.

Table 2.4: Percentage of Local Drivers involved in Crash Type

Percentage of Local Drivers involved in Crash Type				
Year	(SV) Car.d	(SV) Truck/Bus	(SV) Motorcycle	Multivehicle
2012	58.3%	33.3%	50%	33.3%
2013	47.7%	23%	75%	57.1%
2014	57.4%	50%	33.3%	43.75%
2015	60.7%	50%	75%	54.5%
2016	43.75%	35.7%	0%	41.6%

Addressing LGA Key Road Safety Issues

The key road safety issues detailed in this section provides content on the strategies used to address council's, State and National road safety objectives to reduce road trauma. The strategies have been separated into local residents and interstate drivers due to the challenges of trying to influence interstate and overseas drivers to apply low risk driving behaviour while passing through the Greater Hume LGA.

Local Residents – Road Safety Issue		Objectives
SPEED Travelling above the PSL Men aged 17 to 60 Failing to consider the environment		1) Reduce the injury severity of crashes 2) Motivate & encourage drivers to obey PSL 3) Motivate and encourage drivers to select a safer speed to suit the conditions
Obj #	Strategies RSO to conduct the following:	Stakeholders
1	Promote the use of Road Safety Audits and/or Reviews when designing and upgrading regional and local roads to establish road safety deficiencies and/or speed limit reductions	Community & Services Council
1	Investigate and submit identified Blackspot area/s for funding to improve road user safety	RMS Council
1, 2, 3	Encourage the purchase of safer vehicles and the consequences of speed when delivering workshops and via community road user awareness methods	Council Community & Services RMS
2	Install traffic counters and/or temporary cameras to establish driver behaviour and provide reports/data to NSW Police	Council NSW Police
1, 2, 3	Deliver 3 year Plan B – RMS speed projects	Council RMS NSW Police Community & Services
1, 2, 3	Provide resources on speed and safer cars when attending local events and delivering presentations	RMS Community & Services
1	Conduct regular Road Safety Reviews to determine potential crash probability and/or severity at locations to identify road safety deficiencies	Council RMS
2	Promote State/Regional speed campaigns such as double demerits, locals are dying on local roads etc. through FB posts and local newsletters	Council RMS NSW Police Community & Services
Interstate/Overseas Drivers		
1, 2, 3	Provide resources at key holiday times to local business such as cafés, bakeries and service stations to the risks interstate drivers face	RMS Community & Services
1, 2, 3	Install VMS in identified areas to alert road users to PSL during key holiday times	Council RMS NSW Police
1, 2, 3	Promote State/Regional speed campaigns such as double demerits on VMS and/or banners etc.	Council RMS
1	Investigate and submit identified Blackspot area/s for funding to improve road user safety on Regional roads	Council RMS

Addressing LGA Key Road Safety Issues Continued

Local Residents – Road Safety Issue		Objectives
<p style="text-align: center;">FATIGUE Distance to shopping, health & social Driving long distances for work, holidays etc. Agriculture and shift workers</p>		1) Motivate & encourage drivers to take a break 2) Provide awareness to drivers on the consequences of driving tired 3) Reduce the injury severity of fatigue related crashes
Obj #	Strategies RSO to conduct the following:	Stakeholders
3	Encourage the purchase of safer vehicles with fatigue monitoring technology through local media, presentations and providing safer vehicles resources at local events	Council RMS Community & Services
1, 2	Provide driver fatigue management resources and education for at risk drivers in agriculture, drivers travelling longer than 20 minutes home after work and shift workers	RMS Community & Services Council
1, 2	Discuss driver fatigue management when delivering presentations and workshops	Community & Services Council RMS
1	Promote State/Regional driver reviver/fatigue campaigns through FB posts at key holiday times	RMS Council
1	Investigate and submit identified Blackspot area/s for funding to improve road user safety	RMS Council
1, 2, 3	Deliver 3 year DON'T TRUST YOUR TIRED SELF – RMS Fatigue projects	Council RMS Community & Services
Interstate/Overseas Drivers		
1	Promote State/Regional driver reviver/fatigue campaigns through FB posts at key holiday times	RMS Council
1	Investigate and submit identified Blackspot area/s for funding to improve road user safety	RMS Council

Addressing LGA Key Road Safety Issues Continued

Local Residents – Road Safety Issue		Objectives
ALCOHOL Choosing to drive after a few Limited access to alternative transport at social functions		1) Motivate & encourage drivers to not drink then drive 2) Zero crashes related to alcohol
Obj #	Strategies RSO to conduct the following:	Stakeholders
1, 2	Provide courtesy alcohol breath testing at local events such as the Holbrook and Lockhart Picnic Races, BnS Balls and Hume League finals	RMS Community & Services NSW Police
1, 2	Promote and deliver campaigns at local events and/or liquor accords, such as “win a swag” competitions	RMS Community & Services Council
1, 2	Discuss the effects of alcohol and driving at presentations and workshops	RMS Council Community & Services
1, 2	Deliver 3 year Plan B – RMS projects	RMS Council Community & Services NSW Police
1, 2	Promote alternative arrangements if drinking through local media prior to State/Regional blitz	RMS Council Community & Services
1, 2	Promote State/Regional campaigns at key times on FB	RMS Council NSW Police
Interstate/Overseas Drivers		
1,2	Promote State/Regional campaigns via FB, VMS board and key local liquor accords	RMS Council NSW Police Community & Services

Addressing LGA Key Road Safety Issues Continued

Local Residents – Road Safety Issue		Objectives
DISTRACTION/INATTENTION Increased ownership and usage of mobile devices All road users aged 12 to 59 years Possible cause of un-reported single vehicle crashes		1) Reduce the injury severity of crashes 2) Increase road user awareness of the dangers/consequences of driving distracted
Obj #	Strategies RSO to conduct the following:	Stakeholders
1	Encourage the purchase of safer vehicles via presentations, newsletter articles and Councils Road Safety website page	Council Community & Services RMS
1	Investigate and submit identified Blackspot area/s for funding to improve road user safety	RMS Council
2	Promote mobile phone laws during “Road Rules Awareness Week” through FB post/quiz and links to CRS website	Council Community & Services RMS
2	Discuss on the dangers of mobile phone/devices while driving via young driver workshops, Council staff presentations	Council Community & Services
1	Promote State/Regional double demerits operation during key times	RMS Council
Interstate/Overseas Drivers		
1	Promote State/Regional double demerits operation during key times	RMS Council
1	Install VMS on State/Regional roads alerting drivers to stop mobile use	RMS Council

Addressing LGA Key Road Safety Issues Continued

Local Residents – Road Safety Issue		Objectives
ANIMAL STRIKES Regional and Local Roads All drivers/shift workers		1) Reduce the injury severity of crashes 2) Increase road user awareness on minimising/managing risk with large animals on the road
Obj #	Strategies RSO to conduct the following:	Stakeholders
1	Encourage the purchase of safer vehicles via presentations, newsletter articles and Council's Road Safety website page	Council Community & Services RMS
1	Investigate and submit identified Blackspot area/s for funding to improve road user safety	RMS Council
2	Provide safe driving tips on managing animals on the road through FB posts at key times such as drought, breeding times and/or known stock movement/roadside grazing	Council Community & Services
2	Discuss and provide resources on how to minimise/manage risk with large animals on roads via project workshops and presentations	Council Community & Services RMS
1, 2	Promote State/Regional campaigns through FB and/or website links	RMS Council
Interstate/Overseas Drivers		
1, 2	Provide resources at key tourist locations, such as, service stations with Council and RMS links to FB and websites	Council Community & Services RMS
1, 2	Promote State/Regional campaigns through FB and/or website link	RMS Council

Addressing LGA Key Road Safety Issues Continued

Local Residents – Road Safety Issue		Objectives
<p>VULNERABLE ROAD USERS Pedestrians – Pushbike riders – Motorcycle riders Children – Commuters – Aged - Recreation</p>		1) Create safer walking/cycling paths and/or environment to access to CBD's and recreation facilities 2) Create safer environments for school children 3) Reduce the injury severity of crashes 4) Increase road user road safety awareness
Obj #	Strategies RSO to conduct the following:	Stakeholders
1, 2	Investigate local area traffic management in identified areas such as schools zones and CBD's to reduce the conflict between vehicles and pedestrians	Council Community & Services RMS Schools
1	Investigate and submit Government grants to improve/construct shared/cycle paths	RMS Council
2	Investigate parking areas to assist with the ease and safety of community members with limited physical abilities to access services	Council Community & Services RMS
3	Investigate school bus stop requests to improve safety Appendices	Council Community & Services RMS
1, 2, 3	Promote and provide access to State/Regional initiatives aimed at vulnerable road users through newsletters, FB and Councils Road Safety website page <ul style="list-style-type: none"> • Bus Week • Walk to Work Day • Road Rules Awareness Week • Walk Safely to School Day • Motorcycle Awareness Month • Fatality Free Friday 	Council Community & Services RMS Schools
1, 2, 3	Provide access to information/resources for schools and community groups to promote and deliver identified road safety issues, such as child restraint fitting days, child car seat updates, community grants, etc.	Council Community & Services RMS
1	Encourage the purchase of safer vehicles via presentations, newsletter articles and Councils Road Safety website page	Council Community & Services RMS
2, 3	Investigate and submit identified Blackspot area/s to improve road user safety	RMS Council
3, 4	Deliver 65 plus workshops, Stepping On safe pedestrian module and other relevant community awareness projects	Council Community & Services RMS

Appendices



Greater
Hume
Council

TOURISM AND PROMOTIONS REPORT (May 2018)

Areas Projects	Objectives	Progress and Comments
Greater Hume Visitors Guide	Implement the Greater Hume Visitor Experience Plan Delivery Plan 3.3.2.1	<ul style="list-style-type: none"> • Visitors Guide has been distributed to our 43 advertisers and Visitor Information Points (15,000 copies) • Distribution (to date) = 11800, including 3920 to other Visitor Centres/advertisers and 1500 to VIPs.
Visitor Information Centre and Submarine Museum	<p>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.</p> <p>Implement the Greater Hume Visitor Experience Plan.</p> <p style="text-align: center;">Delivery Plan 3.3.2.1</p>	<ul style="list-style-type: none"> • Visitor Information stats forwarded to AVIC Network were: <ul style="list-style-type: none"> May 2018: 982 walk in, 29 phone calls and 11 emails Admissions to Submarine Museum, statistics for: <ul style="list-style-type: none"> May 2018: 46 in family groups, 63 adults, 9 school children, 116 pensioners and 21 in groups. Visitor Information Centre Survey, some results: (Visitors are randomly surveyed each month to provide information on gender, age, travel patterns, home location, satisfaction rating, comments and suggestions on attractions and the visitor experience.) <ul style="list-style-type: none"> ○ How did you hear about us: 1 x Brochure, 2 x Sign, 3 x Other, 1 x Internet ○ Age groups: 1 x 19 to 34 years, 2 x 35-54 years, 4 x 55 years or more ○ Travelling Group: 3 x Family, 1 x Alone, 1 x Friends, 2 x Group, 1 x Partner ○ Post Codes/Country: 2570, 4064, 4068, 2840, 3006. ○ After Visiting VIC will you stay longer: 4 x Stay Longer, 3 x N/A. • Please see attached graphs showing above statistics.
Promotions	<p>To promote Greater Hume as a place to visit or stay, whether for ½ day, full day or more. To assist with the promotion of Greater Hume's many and varied events. Implement the Greater Hume Visitor Experience Plan. Delivery Plan 3.3.2.1</p>	<ul style="list-style-type: none"> • Submitted visitor and What's On advertising in Out and About Winter Edition in Border Mail. • Greater Hume Public Notices • Emailed 'What's On in 'May' leaflets 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. • Arranged promotions through Jindera 150th Celebration Committee, Holbrook Sheep and Wool Fair, Walla Walla Swap Meet, Show and Shine, Brocklesby Bush Dash and various community markets.
Social Media	<p>Implement and enhance online communication tools using technologies such as social networking mechanism.</p> <p>Implement the Greater Hume Visitor Experience Plan</p> <p style="text-align: center;">Delivery Plan 3.3.2.1</p>	<ul style="list-style-type: none"> • Individual facebook pages: <ul style="list-style-type: none"> ○ Greater Hume Council – 852 likes ○ Greater Hume Visitor Information Centre – 360 likes ○ Holbrook Submarine Museum – 814 likes ○ Greater Hume Children's Services – 493 likes ○ Greater Hume Youth Advisory Committee – 211 likes ○ Buy Local in Greater Hume – 297 likes • QR Codes – Used on a regular basis in promotions and advertising.
Australia Day	<p>Recognise community leaders and their efforts and encourage others in the community to take up leadership roles. Encourage more residents to be involved in the Greater Hume and events.</p> <p style="text-align: center;">Delivery Plan 1.1.2.7, 2.1.1.1</p>	<ul style="list-style-type: none"> • 2019 Australia Day will be held in Walla Walla during the 150th Anniversary Celebrations.

TOURISM AND PROMOTIONS REPORT (May 2018)

Greater Hume Tourism	<p>The Tourism Public Forum Program will be held four times a year in different community locations across the shire where tourism operators, event organisers and interested members of the public would be invited via email, social media, website and community newsletters to attend.</p> <p style="text-align: center;">Delivery Plan 3.3.2.1</p>	<ul style="list-style-type: none"> • The Visitor Experience Plan was endorsed by Greater Hume Council at its March 2014 meeting. • The Tourism Public Forum was held on 15 May 2018 at Greater Hume Council Jindera Community Hub with 6 people in attendance and a number of apologies. Items discussed were: <ul style="list-style-type: none"> ○ Tourism and Promotions Officer gave a presentation on tourism in Greater Hume with topics on latest statistics, new product, promotions of events and tourism product and industry opportunities and information. ○ Around the room, presentations and comments from: <ul style="list-style-type: none"> • Margie Wehner - Chairperson Jindera Pioneer Museum and Farmstay Host. Jindera Pioneer Museum, in 2018 the Museum will be celebrating 50 years with an open day and the redevelopment of the Blacksmith's Shop Opening on the 6/7 October 2018. Margie also said the new committee is looking at ways to create more activity around the museum. A suggestion from the meeting was to hold Jazz/music nights, particularly in the gardens during the warmer months • Kathy Anderson - Jindera Recreation Reserve and Jindera Community Forum. Advised that Jindera Recreation Reserve was submitting to Council a Development Application for a Primitive Camping Area on the Reserve. • Mary Lyn Hayes - Jindera Recreation Reserve. Advised discussions were in place for a Dump Point in Jindera, a number of places are currently being considered. • Robert Done - Friends of Jindera Wetlands. Gave an overview of the projects that Friends of Jindera Wetlands have completed. • Jacqui Schulz - Jindera Pioneer Museum - The new Promotions and Marketing person for the Museum Committee. Is currently looking at the current promotions and potential opportunities in the future. • Other comments/ideas discussed were: <ul style="list-style-type: none"> ○ Improved toilet signage on Urana Street, Jindera ○ new Greater Hume and Jindera website and information for visitgreaterhume.com.au ○ A new Jindera Takeaway will be opening shortly. (Monday 28 May). • The bimonthly Greater Hume Tourism and Promotions Newsletter will be sent in early June to over 200 Tourism Operators and Event Organiser's in Greater Hume. • A grant application to NSW Government to replace the stairs and viewing platform of Morgan's Lookout has been submitted. The new stairs and viewing platform will be much easier to negotiate and comply with current Australian Standards. Included will be additional stairs from the bottom of the rocky outcrop, seating and interruptive signage. The grant application has been successful, planning has commenced.
Signage	<p>Implement the Greater Hume Visitor Experience Plan. Delivery Plan 3.3.2.1</p>	<p>Currently also working on Burrumbuttock signage and VIP signage.</p>
Murray Arts	<p>Murray Arts aim is to actively assist the ongoing development of, and participation in, arts and culture throughout the Border region. Implement the Greater Hume Visitor Experience Plan.</p> <p style="text-align: center;">Delivery Plan 3.3.2.1</p>	<ul style="list-style-type: none"> • Murray Arts is now displaying the "Sum of Us" Exhibition on their website. http://www.murrayarts.org.au/index.php/the-sum-of-us • Headlie Taylor Header sculpture project. Council endorsed the Memorandum of Understanding between Murray Arts, Headlie Taylor Header Museum Committee and Greater Hume Council at the June meeting. Mr Paul Smits has now been engaged and contracts have been signed as the artist for the sculpture. It is envisaged the sculpture will be completed by May 2018.

TOURISM AND PROMOTIONS REPORT (May 2018)

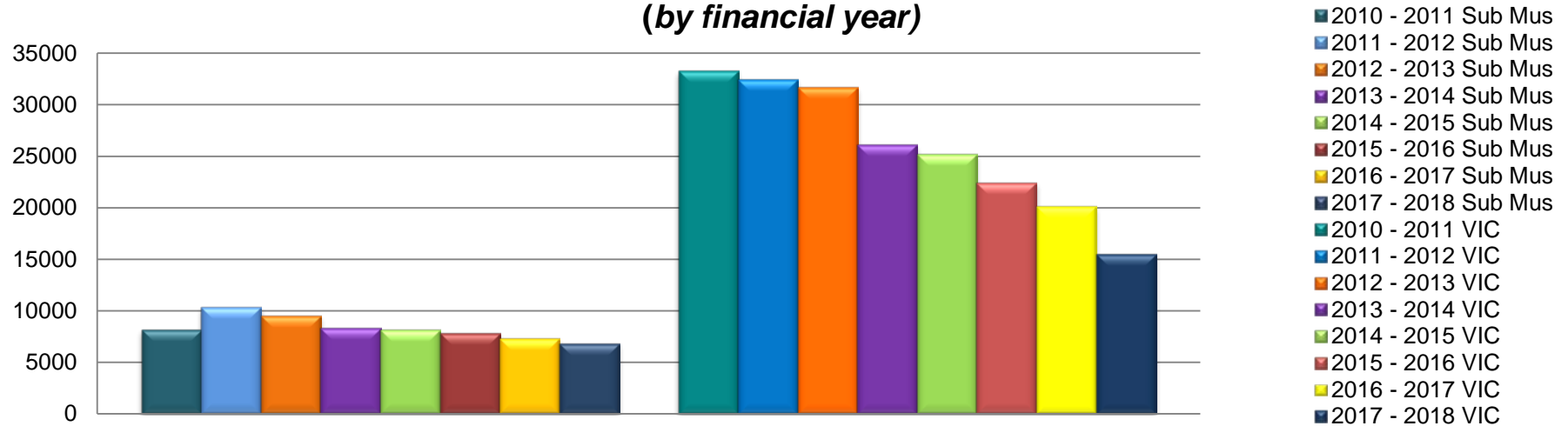
New Council Website	Develop a new Greater Hume Council website including a dedicated Have Your Say portal which is compliant with accessibility standards. Delivery Plan 1.2.1.1	At Council's March meeting OpenCities was approved to build and implement a new Greater Hume Council website. Currently negotiating legal agreement. Planning has commenced.
Murray Regional Tourism	The Murray Regional Tourism (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. Implement the Greater Hume Visitor Experience Plan. Delivery Plan 3.3.2.1	<ul style="list-style-type: none"> • MRT Digital Platform - The Greater Hume site is now live, www.visitgreaterhume.com. • Murray Farm to Plate Project: <ul style="list-style-type: none"> ○ The second workshop for this initiative is to be held in early August at the Jindera Community Hub, more details to come. Again the workshop will involve a wide cross section of primary producers, value adders, retail, food service and food & agritourism. ○ Farm Gate Business Development Program – as part of the Murray Farm to Plate Project, farming businesses in Greater Hume have been invited to participate in this Program. The program will be delivered by the team from Regionality who have worked with hundreds of farmers Australia wide, assisting them to innovate their farm business beyond the farm gate. The program is designed to prepare farmers and rural landholders to develop and manage their own innovative business connecting them with consumers and visitors.
Museums and Heritage	GHS currently has 10 public or private museums and three historical society's. Museum Advisor – In partnership with Albury City Council and Museums and Galleries NSW we have engaged the services of a museum advisor, Mrs Kim Biggs for 2014. Delivery Plan 3.3.2.1	<ul style="list-style-type: none"> • The Sum of Us exhibition is now displaying on the Murray Arts (http://www.murrayarts.org.au/index.php/the-sum-of-us) and Visit Greater Hume (https://www.visitgreaterhume.com.au/explore/tours-and-trails/the-sum-of-us-exhibition-trail) websites • Diversity project –Diversity has now been launched through the media. The Diversity Pop Up Museum is now available for display and exhibitions. • The Museum Advisor has been currently working with the six community museums on Disaster Management Plans for each museum.
Greater Hume Council Newsletters	Redesign the format and content of Council's quarterly newsletter to ensure effective and targeted content. Delivery Plan 1.2.1.1	<ul style="list-style-type: none"> • The new Greater Hume Autumn Newsletter has been sent to all mailboxes, Customer Service Centres, Visitor Information Points and placed on Greater Hume website.
Stronger Country Communities Fund	In early March, Greater Hume Council was notified that they had been allocated \$1,596,000 from Round 2 NSW Governments Stronger Country Communities Fund. Delivery Plan 4.1.1.1	<ul style="list-style-type: none"> • Following extensive promotion via advertising, emails, website and facebook a total of 38 Expressions of Interest (EOI) from community and sporting groups throughout Greater Hume were received, totalling \$5,460,844.65. • These were accessed and shortlisted for presentation to a Greater Hume Council workshop which was held on Monday 16 April (was to be held 12 April but postponed due to bushfires). A • From the workshop a proposal (in an addendum report) was submitted to Greater Hume Council meeting on Wednesday 18 April. Council approved the recommendation that Council submit 15 applications for funding and also provided an order of priority. • Unsuccessful applicants were also allowed to appeal Council's decision through the NSW Government. 4 applicants appealed the decision, with one of the applications being upheld. • A total of 16 applications have been submitted through the NSW Governments Smarty Grants Portal as of Friday 4 May.

TOURISM AND PROMOTIONS REPORT (May 2018)

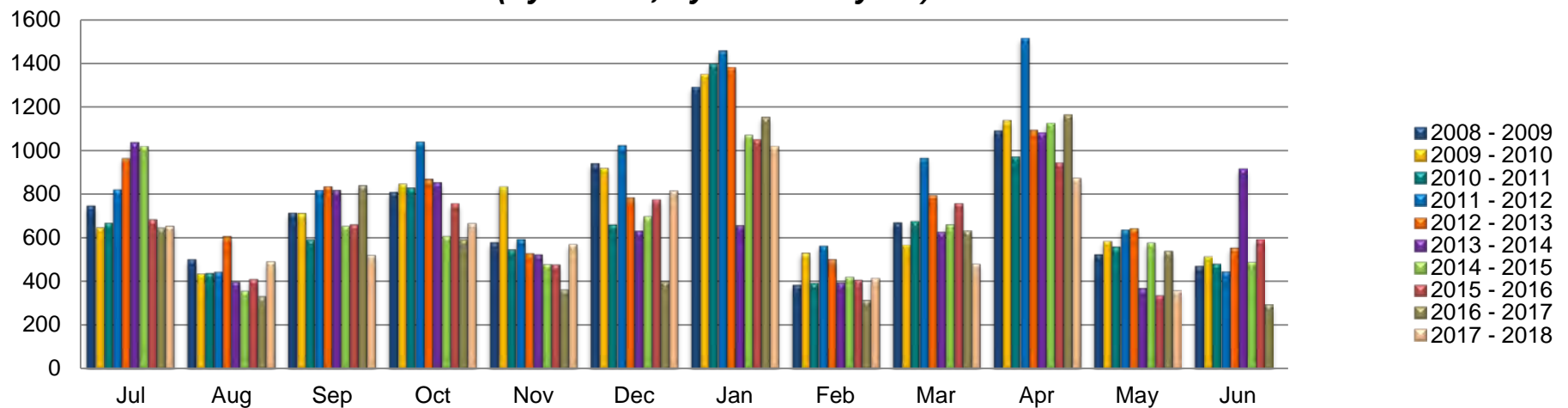
Websites	Maintain and enhance Greater Hume's website	<p>Website Stats:</p> <table border="1"> <thead> <tr> <th>Month/Year</th> <th>Total Users</th> <th>Page Views</th> <th>Average Time on Site</th> <th>New Visits %</th> <th>Bounce Rates %</th> </tr> </thead> <tbody> <tr> <td>May</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="6">Greater Hume Council Website – www.greaterhume.nsw.gov.au</td> </tr> <tr> <td>2018</td> <td>2775</td> <td>10,323</td> <td>2:22</td> <td>69</td> <td>51.11</td> </tr> <tr> <td>2017</td> <td>2733</td> <td>11,246</td> <td>2:26</td> <td>67.8</td> <td>49.26</td> </tr> <tr> <td>2016</td> <td>2409</td> <td>10,429</td> <td>2:48</td> <td>71.8</td> <td>46.60</td> </tr> <tr> <td colspan="6">Visit Greater Hume Website – www.visitgreaterhume.com.au</td> </tr> <tr> <td>2018</td> <td>455</td> <td>901</td> <td>1:03</td> <td>85.6</td> <td>70.21</td> </tr> <tr> <td colspan="6">Town websites – www.(townname).nsw.au</td> </tr> <tr> <td>Culcairn</td> <td>223</td> <td>643</td> <td>1:17</td> <td>88.9</td> <td>59.92</td> </tr> <tr> <td>Henty</td> <td>373</td> <td>858</td> <td>1:03</td> <td>85.7</td> <td>69.21</td> </tr> <tr> <td>Holbrook</td> <td>852</td> <td>2181</td> <td>1:02</td> <td>82</td> <td>64.82</td> </tr> <tr> <td>Jindera</td> <td>236</td> <td>606</td> <td>1:09</td> <td>85.3</td> <td>69.12</td> </tr> <tr> <td>Walla Walla</td> <td>342</td> <td>967</td> <td>1:54</td> <td>86.6</td> <td>55.81</td> </tr> </tbody> </table> <p>Top 5 popular Greater Hume web page visits for May were:</p> <ol style="list-style-type: none"> 1. Contact Us – 750 visitors 2. Employment Opportunities – 538 visitors 3. Local Environment Plan/Planning and Development – 428 visitors 4. Greater Hume Council – 347 visitors 5. Waste Recycling/Landfill Information – 205 visitors <p>Top 5 popular Visit Greater Hume web page visits for May were:</p> <ol style="list-style-type: none"> 1. Explore / History and Heritage – 38 visitors 2. Destinations / Gerogery – 27 visitors 3. Explore / Environment – 24 visitors 4. Destinations / Jindera – 23 visitors 5. Destinations / Culcairn – 22 visitors 	Month/Year	Total Users	Page Views	Average Time on Site	New Visits %	Bounce Rates %	May						Greater Hume Council Website – www.greaterhume.nsw.gov.au						2018	2775	10,323	2:22	69	51.11	2017	2733	11,246	2:26	67.8	49.26	2016	2409	10,429	2:48	71.8	46.60	Visit Greater Hume Website – www.visitgreaterhume.com.au						2018	455	901	1:03	85.6	70.21	Town websites – www.(townname).nsw.au						Culcairn	223	643	1:17	88.9	59.92	Henty	373	858	1:03	85.7	69.21	Holbrook	852	2181	1:02	82	64.82	Jindera	236	606	1:09	85.3	69.12	Walla Walla	342	967	1:54	86.6	55.81
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**TOURISM AND PROMOTIONS REPORT
(May 2018)**

**Submarine Museum Admission and Visitor Information Centre Totals
(by financial year)**



**Submarine Museum Admission Numbers
(by month, by financial year)**





Greater Hume Shire

simply greater

Our Ref:HW:MK

Peter Harmer
Chief Executive Officer
Insurance Australia Limited (IAG)
388 George St
SYDNEY NSW 2000

ANNEXURE 10

Greater Hume Shire
ABN 44 970 341 154
39 Young Street (PO Box 99)
Holbrook NSW 2644
P: 02 6036 0100 or 1300 653 538
F: 02 6036 2683

Culcairn Office
40 Balfour Street Culcairn NSW 2660
P: 02 6029 8588 F: 02 6029 8607

Customer Service Centres
Henty RTC/Library
32 Sladen Street, Henty NSW 2658
Jindera
Shops 8 & 9 Jindera Plaza
Jindera NSW 2642
Walla Walla RTC/WAW Credit Union
Commercial Street,
Walla Walla NSW 2659

E: mail@greaterhume.nsw.gov.au
www.greaterhume.nsw.gov.au

Dear Mr Harmer

DISSATISFACTION WITH IMPENDING CLOSURE OF NRMA OFFLINE AGENCIES AT CULCAIRN, HENTY, HOLBROOK AND WALLA WALLA

Council is very concerned to receive news that the NRMA Offline Agency sites in the Greater Hume Council area will cease to operate from 1 July 2018.

Council wishes to express its concern and dissatisfaction with this decision which will result in job losses at the four impacted businesses - Weston Automotive Repairs (Henty), Biti Motors (Culcairn), Caltex Central (Holbrook) and DE Lieschke and Son (Walla Walla).

Equally disappointing will be the loss of quality insurance services particularly for those residents living in these rural communities who are not connected to the internet, or do not have a computer and receive mail via emails, who have up until now relied on face to face local contact to organise their insurances.

Like many rural communities, Greater Hume has an ageing population, people over 65 years account for 20% of the population compared to 16% for NSW (ABS 2016). However, the distribution of older people varies across the Council area (refer to Table 1)

Table 1 Aged population in Greater Hume

Location	% >65yrs
Holbrook	27.7%
Henty	26.4%
Culcairn	21.8%
Walla Walla	20%

Source: ABS Level: SSC - State Suburbs are an approximation of the officially recognised boundaries of suburbs (town).

Additionally, rates of disability in Australia are increasing, due in large part to the ageing population, and survival into old age is now a reality for many people likely to be 1 in 5 to have a lifelong disability.

It is well documented that computer and internet use is indeed negatively associated with age. The *Older Australians and the take-up of new technologies* report states that only 8% of men and 3% of women aged 65 years or more used the internet for browsing on a daily basis.

Page 2

Further 65% of men and 73% of women aged 65 year or more have never used the internet to read or send emails.

The Census 2016 data 'Internet Access' reports that of 2,820 dwellings in Greater Hume Council area of which 765 dwellings or 27% do not access the internet.

Many older residents or people with a disability who may have used local offline agencies to arrange insurances are now being disadvantaged because they have to travel to larger provincial towns such as Albury or Wagga to organise their insurances. Residents who are unable to drive or have restricted licences or suffer hearing impairment will be forced to rely on assistance of others or community transport to get to a full service office to make arrangements for insurance.

Whilst you suggest that alternative options of online or by phone, or by visiting a full service centre is the next best thing, IAG (NRMA) will be supplying a less than 'best customer experience' for our rural communities.

Across the local government area of Greater Hume, Council actively promotes the 'buy local in greater hume' message targeting residents and businesses. Council has erected 'buy local' signage in the shire's five towns and produces buy local business directories which are available in printed and online formats. Your proposed closures are adverse to our buy local strategy.

One impacted business is Biti Motors of Culcairn. General Manager, Paul Biti has advised Council *"It is with great disappointment that the NRMA have gone this way. It shows their lack of understanding of how the country face to face with a customer puts value in the NRMA brand. We have had a lot of stressed customers at our counter (in regards to the closure) and not all are elderly. NRMA (IAG) have, it would seem, forgotten how the country people helped NRMA to be on the map"*

Council asks that IAG give serious reconsideration to its decision to close the NRMA offline agencies within Greater Hume Council area.

Yours faithfully



Greg Blackie
Acting General Manager
GREATER HUME COUNCIL

7 June 2018

GREATER HUME SHIRE COUNCIL

Schedule of the Director Corporate Community Services' Schedule of Information to Council Meeting -
Wednesday 20th June, 2018

COMBINED BANK ACCOUNT FOR THE MONTH ENDED May 31st, 2018**CASHBOOK RECONCILIATION**

	General Fund	Trust Fund
General Ledger Cashbook Balance as at 1st May, 2018	2,297.28	32,607.56
Cashbook Movement as at 31st May, 2018	108,189.44	916.64
Less: Term Deposits included in Cashbook Balance (Trust only)	0.00	0.00
General Ledger Cashbook Balance as at 31st May, 2018	<u>110,486.72</u>	<u>33,524.20</u>

BANK STATEMENT RECONCILIATION

Bank Statement Balance as at 31st May, 2018	NAB	\$0.00	33,524.20
	Hume	\$73,907.34	
	Bendigo	\$14,309.41	
	WAW	\$6,719.00	
	Total	<u>94,935.75</u>	<u>33,524.20</u>
(LESS) Unpresented Cheques as at 31st May, 2018		-8,814.42	0.00
(LESS) Unpresented EFT Payments as at 31st May, 2018		0.00	0.00
PLUS Outstanding Deposits as at 31st May, 2018		24,365.39	0.00
PLUS / (LESS) Unmatched Cashbook Transactions 31st May, 2018		0.00	0.00
Cashbook Balance as at 31st May, 2018		<u>110,486.72</u>	<u>33,524.20</u>

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


 Responsible Accounting Officer
 4 June 2018

This is page no.1 of Schedule No.1 of the Director Corporate & Community Services' Schedule of Information to Ordinary Council Meeting held on Wednesday 20th June, 2018

GENERAL MANAGER

MAYOR

**GREATER HUME SHIRE COUNCIL
COMBINED INVESTMENT ACCOUNT - MONTH ENDED 31 May 2018**

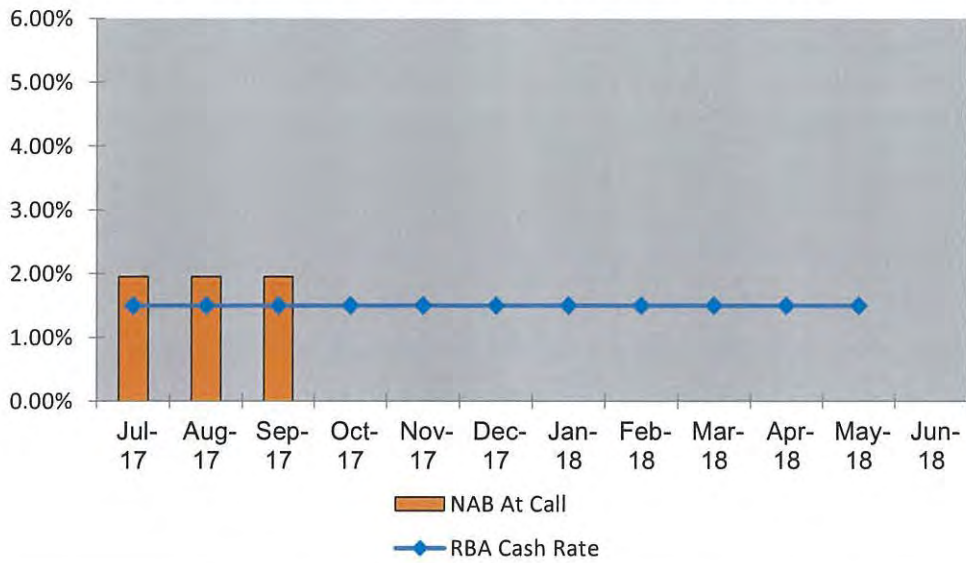
Investment Number	Financial Institution	Rating	Amount Invested	Interest Rate %	Term (Days)	Date Invested	Maturity Date
<u>National Australia Bank</u>							
GHS184	NAB	A- 1+	506,482.20	2.45%	182	08-Dec-17	08-Jun-18
GHS180	NAB	A- 1+	509,765.32	2.35%	92	13-Mar-18	13-Jun-18
GHS191	NAB	A- 1+	500,000.00	2.35%	91	07-Apr-18	07-Jul-18
GHS197	NAB	A- 1+	500,000.00	2.45%	273	28-Nov-17	28-Aug-18
GHS204	NAB	A- 1+	500,000.00	2.45%	184	18-May-18	18-Nov-18
	NAB	A- 1+	4,777,517.12	1.50%	@ Call	27-Apr-09	Variable
			<u>7,293,764.64</u>				
<u>Hume Bank</u>							
GHS203	HUME	Unrated	500,000.00	2.30%	182	20-Dec-17	20-Jun-18
GHS142	HUME - Trust	Unrated	45,819.31	2.60%	365	30-Jun-17	30-Jun-18
GHS074	HUME	Unrated	500,000.00	2.60%	365	05-Jul-17	05-Jul-18
GHS189	HUME	Unrated	500,000.00	2.60%	365	07-Jul-17	07-Jul-18
GHS200	HUME	Unrated	500,000.00	2.30%	122	20-Mar-18	20-Jul-18
GHS190	HUME	Unrated	500,000.00	2.50%	122	08-Apr-18	08-Aug-18
GHS160	HUME	Unrated	500,000.00	2.40%	181	19-Feb-18	19-Aug-18
GHS155	HUME	Unrated	500,000.00	2.40%	181	25-Feb-18	25-Aug-18
GHS123	HUME	Unrated	500,000.00	2.50%	92	29-May-18	29-Aug-18
GHS192	HUME	Unrated	500,000.00	2.50%	184	07-Mar-18	07-Sep-18
GHS193	HUME	Unrated	500,000.00	2.25%	365	29-Dec-17	29-Dec-18
GHS054	HUME - Trust	Unrated	63,415.99	2.60%	365	01-Mar-18	01-Mar-19
			<u>5,109,235.30</u>				
<u>Bendigo Bank</u>							
GHS098	BENDIGO	A-2	250,000.00	2.10%	120	06-Feb-18	06-Jun-18
GHS177	BENDIGO	A-2	500,000.00	2.05%	92	07-Mar-18	07-Jul-18
GHS182	BENDIGO	A-2	500,000.00	2.50%	365	07-Jun-17	07-Jun-18
GHS199	BENDIGO	A-2	500,000.00	2.15%	151	28-Jan-18	28-Jun-18
GHS161	BENDIGO	A-2	500,000.00	2.10%	91	09-Apr-18	09-Jul-18
GHS165	BENDIGO	A-2	300,000.00	2.10%	91	21-Apr-18	21-Jul-18
GHS186	BENDIGO	A-2	500,000.00	2.00%	92	01-May-18	01-Aug-18
GHS185	BENDIGO	A-2	500,000.00	2.15%	122	07-Apr-18	07-Aug-18
GHS203	BENDIGO	A-2	500,000.00	2.20%	153	20-Mar-18	20-Aug-18
GHS187	BENDIGO	A-2	500,000.00	2.20%	153	07-Apr-18	07-Sep-18
			<u>4,550,000.00</u>				
<u>WAW Credit Union</u>							
GHS121	WAW	Unrated	300,000.00	2.30%	120	21-Feb-18	21-Jun-18
GHS202	WAW	Unrated	500,000.00	2.30%	91	20-Apr-18	20-Jul-18
GHS159	WAW	Unrated	500,000.00	2.30%	122	21-Mar-18	21-Jul-18
GHS151	WAW	Unrated	600,000.00	2.30%	121	01-Apr-18	31-Jul-18
GHS105	WAW	Unrated	400,000.00	2.40%	92	08-May-18	08-Aug-18
GHS179	WAW	Unrated	500,000.00	2.45%	181	14-Feb-18	14-Aug-18
GHS166	WAW	Unrated	16,301.54	2.40%	92	20-May-18	20-Aug-18
GHS198	WAW	Unrated	500,000.00	2.65%	365	28-Aug-17	28-Aug-18
GHS168	WAW	Unrated	500,000.00	2.40%	184	13-Mar-18	13-Sep-18
GHS169	WAW	Unrated	500,000.00	2.25%	365	03-Oct-17	03-Oct-18
GHS128	WAW	Unrated	450,000.00	3.00%	579	08-Mar-17	08-Oct-18
GHS149	WAW	Unrated	500,000.00	2.95%	577	27-Aug-17	27-Mar-19
			<u>5,266,301.54</u>				
General Fund Total			22,093,764.64				
Trust Fund Total			125,536.84				
			<u>\$22,219,301.48</u>			Total Investment at	31-May-18
				2.19%	Average Rate of Interest on Investment		
				2.35%	Average Rate of Interest on Investment YTD		

This is the Schedule of Investments presented to Council for consideration for May 2018. I hereby certify that the investments have been made in accordance with Section 625 of the Local Government Act, 1993, the Regulations and Council's Investment Policy.

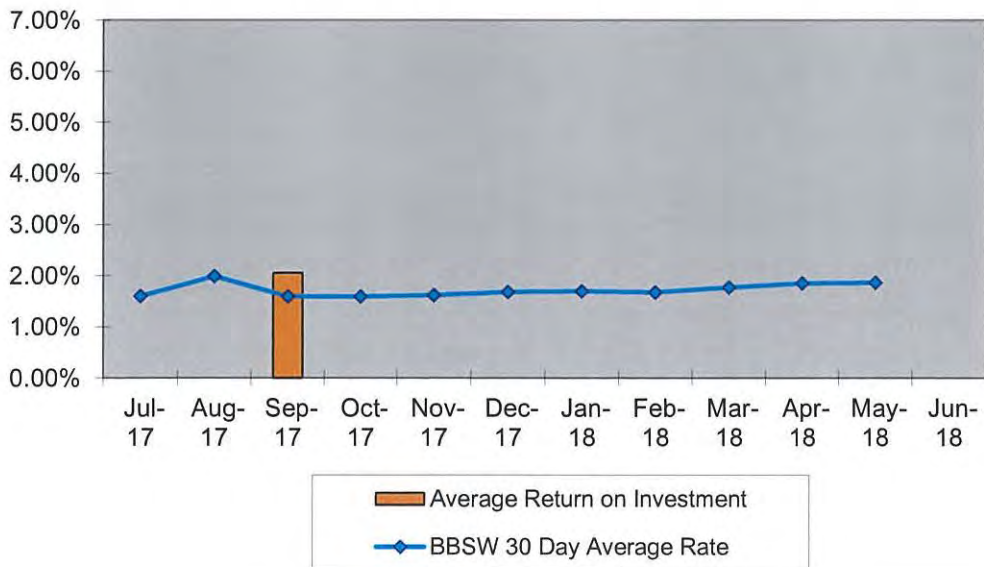


Responsible Accounting Officer
Wednesday, 6 June 2018

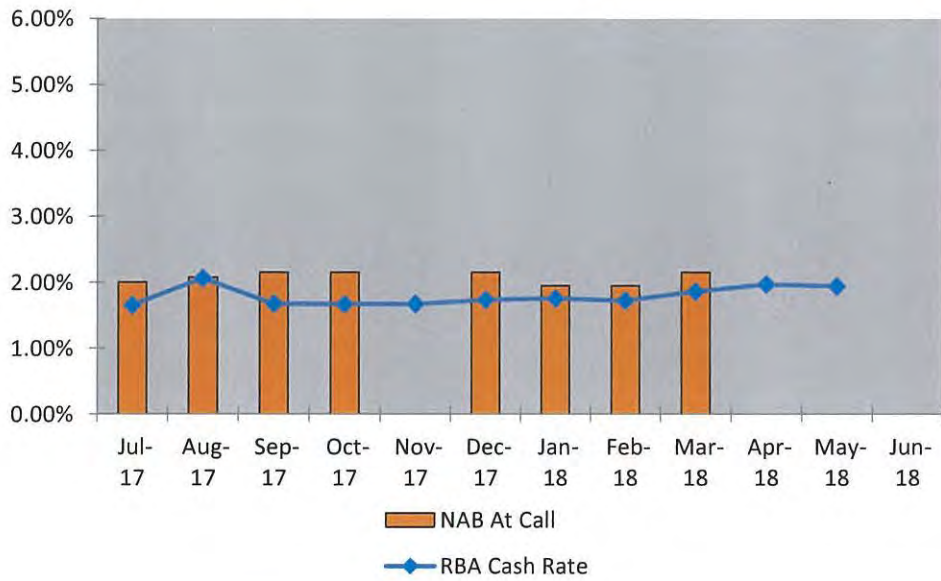
Cash Fund Performance Against RBA Cash Rate



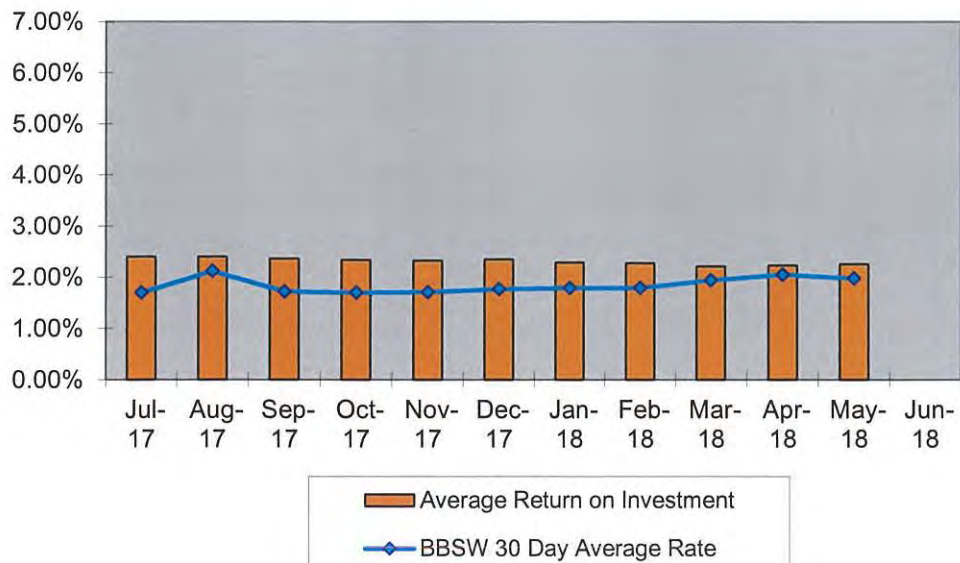
30 Day Term Deposit Performance Against BBSW Index



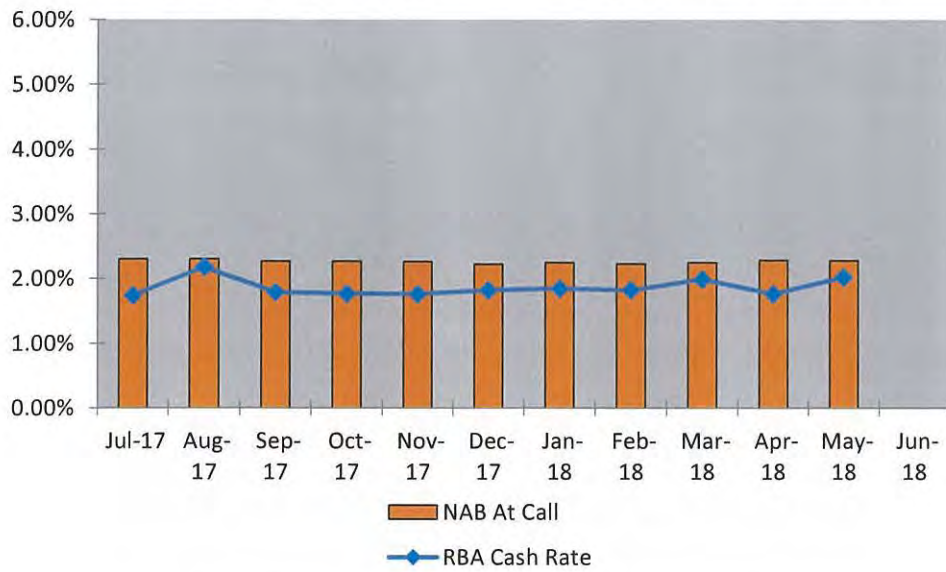
60 Day Term Deposit Performance Against BBSW Index



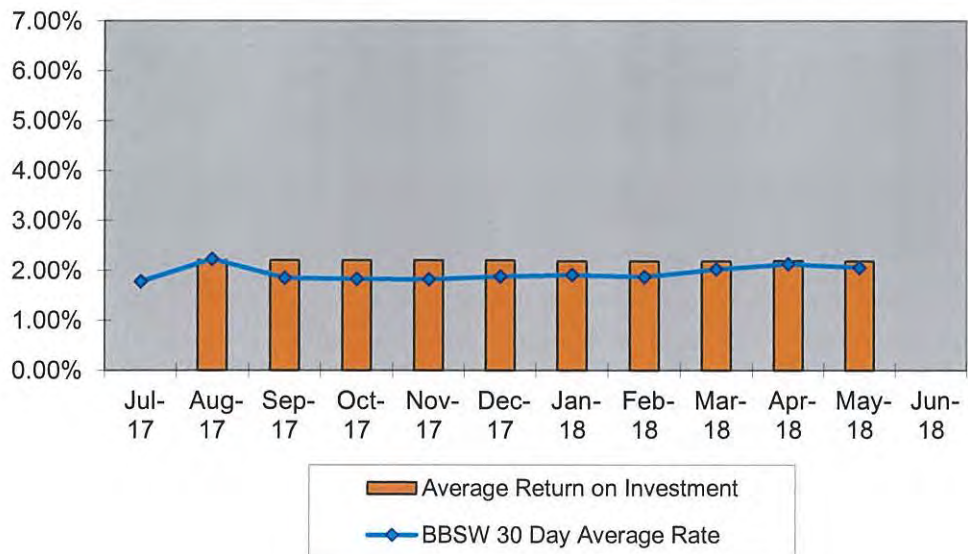
90 Day Term Deposit Performance Against BBSW Index



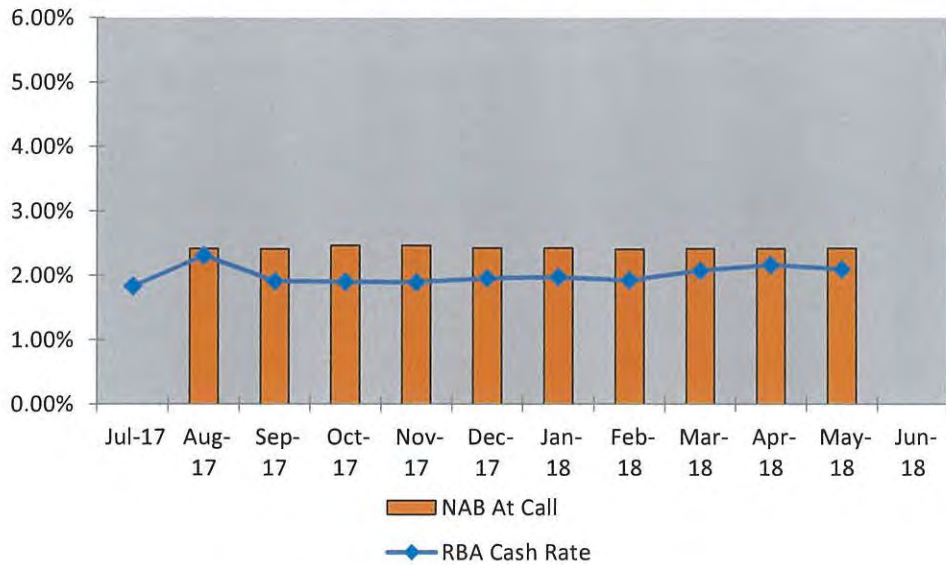
120 Day Term Deposit Performance Against BBSW Index



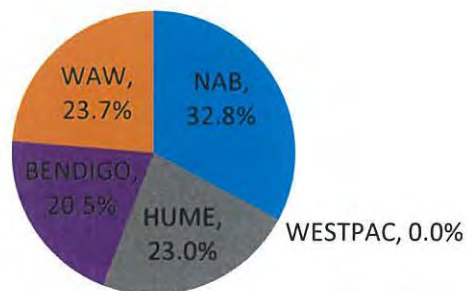
150 Day Term Deposit Performance Against BBSW Index



180 Day Term Deposit Performance Against BBSW Index



INVESTMENT DISTRIBUTION



Applications Approved

c_dm073

Approved Between 1/05/2018 and 31/05/2018

06/06/2018

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days	
DA/2017/18	Applicant: A Van Werkhoven 4 Ribery CT JINDERA Lot: 711 DP: 1202940	Private Chairlift - As Modified - 2 New Support Towers	\$6,000	19/03/2018	Approved – Councillors	16/05/2018	59	0	59
DA/2017/179	Applicant: B J Corrigan 2741 Olympic HWY CULCAIRN Lot: 1 DP: 209056	Transportable Office	\$120,000	19/12/2017	Approved	15/05/2018	42	212	84
DA/2018/7	Applicant: Blueprint Planning Development 327 Bungowannah RD JINDERA Lot: 3 DP: 823288 Lot: 3 DP: 125235 Lot: 7 DP: 823288	9 Lot Staged Subdivision	\$0	17/01/2018	Approved	25/05/2018	129	0	129
DA/2018/9	Applicant: Rob Pickett Design 1337 Four Mile LA LITTLE BILLABONG Lot: 70 DP: 753352	Residential Alterations & Additions & Carport	\$150,000	22/01/2018	Approved	3/05/2018	17	85	17
DA/2018/26	Applicant: B W Parker 115 Pioneer DR JINDERA Lot: 24 DP: 1096304	New Carport	\$11,713	26/02/2018	Approved	3/05/2018	67	0	67
DA/2018/32	Applicant: P J Allen 4 Campbell CT BURRUMBUTTOCK Lot: 11 DP: 258401	Shipping Container	\$3,000	16/03/2018	Approved	18/05/2018	64	0	64
DA/2018/33	Applicant: J M Brennan 14 Recreation ST BROCKLESBY Lot: 257 DP: 753724	2 Lot Subdivision	\$0	16/03/2018	Approved	23/05/2018	48	21	48
DA/2018/35	Applicant: Shed Boss	New Shed	\$59,945	19/03/2018	Approved	16/05/2018	59	0	59

Applications Approved

c_dm073

Approved Between 1/05/2018 and 31/05/2018

06/06/2018

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days	
	85 Railway PDE HENTY Lot: 182 DP: 13288								
DA/2018/36	Applicant: Habitat Planning Hueske RD JINDERA Lot: 6 DP: 1130778	2 Lot Subdivision	\$0	22/03/2018	Approved – Councillors	16/05/2018	56	0	56
DA/2018/37	Applicant: D J Godde 517 Jennings RD CULCAIRN Lot: 1 DP: 181932	2 Lot Subdivision	\$0	9/04/2018	Approved	7/05/2018	29	0	29
DA/2018/39	Applicant: Critos Construction & Rigging 20 Pomegranate DR JINDERA Lot: 213 DP: 1237080	New Shed	\$16,875	10/04/2018	Approved	31/05/2018	52	0	52
DA/2018/41	Applicant: S N Gibbs 51 Malabar RD HOLBROOK Lot: 108 DP: 791516	Use of Two (2) Existing Shipping Containers	\$4,500	6/04/2018	Approved	25/05/2018	50	0	100
DA/2018/42	Applicant: P J Schuur 20 Young ST HOLBROOK Lot: 5 Sec: 16 DP: 758522	New Double Garage	\$15,750	11/04/2018	Approved	23/05/2018	23	20	23
DA/2018/43	Applicant: Spanmaster Pty Ltd T/A All Mod 82 Balfour ST CULCAIRN Lot: 3 Sec: 3 DP: 5523	Demolition of Existing Shed & Construction of New Shed	\$25,189	11/04/2018	Approved	10/05/2018	30	0	30
DA/2018/44	Applicant: Shed Boss 54 Peel ST HOLBROOK Lot: 6 Sec: 35 DP: 758522	New Shed	\$19,996	12/04/2018	Approved	17/05/2018	36	0	36
DA/2018/47	Applicant: Walpole Surveying Pty Ltd	2 Lot Subdivision	\$0	13/04/2018	Approved	25/05/2018	43	0	43

Applications Approved

c_dm073

Approved Between 1/05/2018 and 31/05/2018

06/06/2018

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days	
	80 Goulburn ST JINDERA Lot: 2612 DP: 708334								
DA/2018/49	Applicant: Shed Boss 207 Bungowannah RD JINDERA Lot: 2 DP: 1015639	New Shed & Attached Carport	\$44,000	19/04/2018	Approved	16/05/2018	28	0	28
DA/2018/52	Applicant: Blueprint Planning Development Singe RD JINDERA Lot: 188 DP: 753345 Lot: 227 DP: 753727 Lot: 255 DP: 753727 Lot: 287 DP: 753727 Lot: 1 DP: 125235 Lot: 2 DP: 125235	Building Envelope & Lot Consolidation	\$0	20/04/2018	Approved	29/05/2018	40	0	40
DA/2018/64	Applicant: I J Southwell 116 Halford DR HOLBROOK Lot: 2 DP: 1179045	Relocate Secondhand Dwelling & Carport-Verandah	\$0	4/05/2018	Withdrawn	29/05/2018	13	13	13
CDC/2018/18	Applicant: Shed Boss 11 Nolan ST HOLBROOK Lot: 6 Sec: 10 DP: 758522	New Patio	\$13,874	12/04/2018	Approved	16/05/2018	35	0	35
CDC/2018/19	Applicant: Narellan Pools Riverina 73 Balfour ST CULCAIRN Lot: 4 DP: 248611	New Swimming Pool	\$27,700	12/04/2018	Approved	1/05/2018	20	0	20
CDC/2018/20	Applicant: J J Martinez 111 Nation RD BURRUMBUTTOCK Lot: 302 DP: 806527	Internal Alterations to Residence	\$26,760	3/05/2018	Approved – Private Certifier	3/05/2018	1	0	1

Applications Approved

c_dm073

Approved Between 1/05/2018 and 31/05/2018

06/06/2018

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days	
CDC/2018/21	Applicant: Spanline Riverina Hume HWY LITTLE BILLABONG Lot: 12 DP: 1127736	New Verandah	\$23,500	1/05/2018	Approved – Private Certifier	1/05/2018	1	0	1
CDC/2018/24	Applicant: L R & L J White Pty Ltd Selby RD BROCKLESBY Lot: 121 DP: 753724	Residential Alterations & Additions	\$184,316	17/05/2018	Approved – Private Certifier	17/05/2018	1	0	1

Report Totals & Averages		Average Elapsed Calendar Days: 57.75	Total Elapsed Calendar Days: 1386.00
Total Number of Applications : 24		Average Calendar Stop Days: 14.63	Total Calendar Stop Days: 351.00
Total Estimated Cost : 753,118.00		Average Adjusted Calendar Days: 43.13	Total Adjusted Calendar Days: 1035.00


 Director Environment & Planning
 Greater Hume Shire Council

Email to Committee re meeting reminder, walkabout 3/2
 Provision of Financial Reports to GHSC
 Emailed Agenda/Minutes to Committee

Moved: Janet Paech

Seconded: Christine Biar

Financial Report: Funds available \$4650.80

Moved by K Lieschke that this report be accepted.

Seconded: Graeme Cunningham

Business Items

- **Launch Event** Was a success. The lunch, play/skit, environment was enjoyed by all who attended. There was a good turn out with a good cross section of people from the community. The horse incident was a handling error. Trevor Schroeter reported it to Council the next morning by phone. They were not too stressed, when explained what had happened and there were no injuries to anyone. An incident report has been lodged. We just need to make sure people know their horses and how to handle them correctly to avoid things happening like this again, however accidents do happen and we need to be aware of this. All in all it was a fantastic day and thank you to everyone involved with the event!
- **Fundraising** Any ideas just let us know.
 We are planning to hold a Trivia Night (all questions about and related to Walla) in Winter-June/July. Think about who we should invite. Jindera has invited us to their Trivia Night on 21st April be held in the new council building? Trevor Schroeter informed their committee that he would let our committee know and if they wanted to attend they could.
 Rand Walbundrie Walla Football/Netball Club will be hosting the last 3 home games in Walla, which will be 7th July, 28th July and 11th August. We need to be careful that we don't clash with their functions but perhaps work together for more successful fundraising events.
 We could produce T-Shirts and sell them to those that attend the Trek Re Run as a fundraiser?
- **Letters to Businesses** All business houses in Walla Walla will receive personalised letters regarding sponsorship towards our celebrations. Should we extend that personal letter to businesses that are run from home? Where do we draw the line...all farmers run their own businesses??? It was decided that we will put a note in the community newsletter asking all those businesses who don't have a shop front but would like to contribute, can do so.
- **Updates from Groups Organising Events**
Book- Janet and Ash have got it all in hand. Book to be organised by October for the Trek Rerun.
Trek- Trevor Barber reported his committee are working well. Two information evenings will be held at the Bowling Club on Friday 23rd February and 9th March for anyone interested in attending the Trek. A rough itinerary will be available and potential Trekkers can pop their name on a list to gauge how much enthusiasm/interest there is. There has been some genuine interest shown from people in Wagga and Culcairn. Any opportunity we get to tell people we should! There are a large percentage of Trekkers with caravans or camper trailers who can stay in caravan parks or free camp where available. Individuals must organise and pay their own way for accommodation. There are some dirt roads which follows the original Trek but most are bitumen. The Trek will begin on Sunday 7th October in Ebenezer-Nuriootpa at 10am with a Lutheran church service and will head off from there. It will end in Walla Walla on Friday 12th October at the Bowling Club for tea prepared by the 150th Celebrations Committee.
Beer Hall/Food- Committee has been working on ideas. They would like to hold it in the back paddock of the Bowling Club. Hold it in a big decorated marquee. This would create a lovely atmosphere and ambience. Have held informal discussions with the Club regarding liquor licencing, toilets, kitchen facilities, RSA staff, connections for beer sponsorship etc... Parking could be difficult-needs a lot of thought, especially for elderly/disabled. Scholz Street could be blocked off for market area/stalls, jump castle for the kids etc... Russell Paech has connections through V8 supercars for marquees and toilets. Committee to keep working with their ideas.

GHSC Australia Day 2019- After our walkabout on 3/2 those in attendance agreed that the back of Bi-Centennial Park (beside the back end of the pool) would be the perfect venue. There is plenty of shade under the trees, toilets are close by at the pool and sports ground. A stage can be set up along the road facing into the back of the pool. Breakfast and morning tea can be organised over at the sports ground and the pool will be open for Wally Wipe Out with free entry for the day. An Ambassador for the day is organised through the Australia Day Council. If we had a choice, do we want one and if so who do we want? Ask council can we as a town organise our own Ambassador? Perhaps Carly Findlay could be our guest speaker/ambassador? We would like the Mayoral speech to be positive and uplifting and not about changing the date! Involve St Paul's College and Walla Walla Public School. Local Car Club display etc... We must encourage people in the community to nominate locals for awards-Citizen of the Year, Junior Citizen of the Year, Senior/Junior Sportsperson of the Year.

Street Parade- Met on Monday 5th for a meeting. They are now meeting every month with lots to work out. How many dignitaries do we need or want at the parade? Do we want dignitaries at the parade or at something else? GHSC Australia Day? Dignitaries would be Susan Ley, Greg Aplin and GHSC Mayor. Do we want anyone else? An outline of the Street Parade and paper work needs to be sorted 3 months in advance. Everyone that participates in the parade needs to have signed the appropriate GHSC paperwork otherwise they can't participate. Julie Barber is the Safety Officer. They have three wagons for the parade do we want a wagon to represent each family in the parade? The Committee needs to distribute letters to businesses, sporting groups, community groups etc... asking for floats in the parade. Trevor and Selina to help Shelley Schilg with the letters. On Sunday afternoon 27th January there maybe a demonstration in Andrew Kotzur's paddock of horses working and harvesting.

Souvenirs- Have a think about what we want. Trevor Schroeter working on it.

Town Beautification- John Watkins and his committee met on Sunday 4th February. His report is attached.

Friday Night Entertainment- Beer Hall Committee to organise. This will be a family evening with music...maybe Danny Phegan?, BBQ tea, soft drinks, BYO alcohol, jump castle, maybe Walla's Got Talent? A simple, casual, fun night to kick off the weekend!

Ecumenical Church Service- Met on Sunday. Ian and Judy Hueske, Ray and Jenny Jacob, Pastor Luke Merriman, Joel and Elissa Bartholomaus, Pastor Dan and Jenny Mueller are all on board and were filled in on what we've got planned for the weekend. They are waiting on what this committee decides and will work around it. They will meet again after Easter.

Sunday Picnic Lunch- For the community at the sports ground? Lots of marquees and tents set up everywhere for shade. Bring along and share a picnic lunch. Catering committee to organise further.

Extra Tours- Herb Simpfendorfer is working on holding these on Saturday and Sunday afternoons for those who are interested. Morgans Lookout, the Cairn, Church etc... Involve the Historical Society to have memorabilia on display.

Time Capsule- It has been decided that we won't go ahead with this.

Catering- Will be sorted once we have an idea of what each sub committee has arranged for the weekend.

Marketing- In the coming weeks our Information Board will be up in the window of the old Walla Motors building. Trevor Schroeter has ordered a large sticker to promote our event and make it eye catching to the public. We need to update GHSC Walla website and social media/Facebook with more information. Herb Simpfendorfer has negotiated with the Newsletter committee that we get 1 page full spread every month leading up to the celebrations. This is not approved yet but is almost guaranteed. Thank you Herb!

Outback Magazine- A journalist is meeting with Trevor Schroeter and members of the Jindera 150th Committee to gather information on the two towns history/celebrations. He will then submit his article to his editor and hopefully it will be published in a magazine in the coming months.

Town Beautification- As John Watkins' attached report.

General Business

- **Memorabilia-** Thinking?! Fay Kohlhagen has a new computerised sewing machine and she could embroider shirts etc... Tracey Mullavey may also be another contact as she has embroidered items in the past for other organisations around town.
- **DVD of 125th-** Janet Paech received a quote to have all the video's of the 125th burnt onto a DVD. We're looking at \$92 for the master copy and then \$15 for every DVD after that. Janet is looking into it further and getting other quotes.
- **Catering-** We will cater at the Bowling Club on Friday 23rd February for our Trek information night. Caterers to organise!
- On Friday 13th October 2018 we will cater at the Bowling Club for the return of the Trek Re Run.

Next Meeting: Wednesday 7th March, 7:30pm @ Walla Walla Bowling & Recreation Club.

Meeting Closed: 9:13pm

supermarket at Culcairn. The same people who own The Rock & Culcairn supermarket may be interested in opening in Walla Walla as well. We will talk to the owners and see if there is an interest. Daniel will check with Michelle to see if she is happy for us to approach owners.

Refugee program for Walla Walla

We are still investigating refugees from Syrian communities, based in cities, to settle in Walla Walla, as they have shown interest in resettling in a rural community. The next step is community consultation with a view to setting up a separate committee to move this investigation forward. We will consider if residents in Walla Walla are happy to promote our town to the refugees and in turn see if the refugees are happy to be part of our community. The Greater Hume Council and councillors will need to pass at a Council Meeting that they are in favour of Walla Walla going ahead with the investigation. A meeting was held with Steve Pinnuck, Heather Wilton, Matt Hicks, Andrew Kotzur & Daniel Nadebaum to discuss the process of the investigation to consider refugee settlement in Walla Walla. We need plenty of research and information, so we can make an informed decision.

Fundraising

Sale of old batteries

Walla Walla 150th Anniversary 2019

Celebrations for 150th anniversary will be held on the Long Weekend in January 26th, 27th & 28th 2019.

Walla Walla Stubby Holders

We have \$340 to spend, left over from grant for media/promotional DVD. We have bought 200 stubby holders from Tropical Coolers, total cost is \$790. Each stubby holder will cost \$3.95 and we will sell for \$6. We have given stubby holders to sell to Walla Hotel, RTC and Bowling Club and Marj Rayner & Daniel Nadebaum still have part bags.

Walla Walla Primitive Caravan Park

John Seidel reported that the Caravan Park is going well and strongly supported. People staying at the park are enjoying Walla Walla, the park facilities and location. John Mullavey is putting in a lot of hard work to keep the park in good condition. Thanks also to John Seidel for his work & support of the park.

Facebook Page

Facebook page name is "Walla Walla Community News" we have approx 640 people like our page at this stage. Some of our posts have reached over 4000 people.

Open Community Meeting

We will hold an Open Public Meeting on Monday 26th February, 7pm at Hall. Advertise in Community Newsletter, facebook page and put poster up around town. We will invite Councillors, Steve Pinnuck and department directors, send invite to Steve Pinnuck to forward on. We will check with people who may be interested in speaking at meeting and approach Francoise McPherson to speak about new business in town, in Lions Club building. The business is Animal Andrology and is involved in Animal Reproduction. We will use a similar format to last year's meeting, with residents to put up suggestions of projects they would like to see investigated for Walla Walla.

REPORTS

Treasurers Report

Marj Rayner presented a report with an up to date record of money raised from the Ivy Barber Cookbook, there is now a profit of \$6,924.55. We will keep talking to the Barber Family as to were they would like this money spent.

Moved that the Treasurer's report for Oct, Nov, Dec 2017 as tabled be accepted

Moved

Marj Rayner

Seconded

Kim Lieschke

Carried

Marj Rayner advised she is resigning from the Treasurer position as of today's date 29/1/18 and she handed in the Treasurers books to the committee.

Marg has been Treasurer since 4th August 2008 and Daniel Nadebaum, on behalf of the committee, thanked Marj for the time and effort she has put into this role.

We will ask at the Open Community Meeting on 26th February for any community member prepared to take on the role of Treasurer.

CORRESPONENCE

Out – Greater Hume Shire – Greg Blackie – Tree Gerogery Road intersection
Walbundrie Co-op – Enquiring how it is run in Walbundrie

In – Greater Hume Shire – Greg Blackie – Tree Gerogery Road intersection
Walbundrie Co-op – Response on how it is run in Walbundrie

GENERAL BUSINESS

Painting Silos

We will put this idea forward at public meeting.

Greater Hume Council – Citizen of the Year

We congratulate Diana Wegener being joint winner of this award. Diana has been a very valuable member of our community.

Skatepark

Walla Walla may be able to get part of skateparks from Jindera & Henty as they may be in line to be getting new parks, if grants are approved.

Meeting Closed – 9.00

NEXT MEETING – Monday 30th April 2018

Email to committee re cancelled meeting for 07/03
 Email to committee from Tony Brinkmann re Trek info
 Email to Dorothy Brinkmann re M Wohltmann book launch
 Emailed Agenda/Minutes to Committee

Moved: Noel Wilksch

Seconded: Karla Lieschke

Financial Report: Funds available \$5597.42

Moved by K Lieschke that this report be accepted.

Seconded: John Wiesner

Business Items

• Fundraising

Janet Paech is still looking into the production of DVD's of the 125th Celebrations.

Trivia Night- Trevor and Annette Schroeter are organising for Saturday 16th June 2018 at the Bowling Club. Walla Walla theme. A few helpers will be needed on the night. BYO nibbles and we will supply some biscuits/slice with a cuppa for supper.

Catering- Mens and Womens Bowling Club Presentation Dinner on Saturday 26th May, 2018. Caterers to organise.

Sunday Afternoon History Gathering- Involve Historical Society and anyone in the community that would like to come along for a jam session and collate all the history together and form a time line and also bring photos that could be used in the book or elsewhere.

• Updates from Groups Organising Events

Book- Janet and Ash have approached Kwikcopy. They can produce an A4 perfect bound 80 page book for \$20 approx. No minimum required and they can re-run any number we want. Janet to follow up on any Trek books left over from 125th. Lyle Kupke is Janet's contact in Adelaide.

Trek- We have 36 definites and 41 maybe's so far. Accommodation will need to be booked shortly. Trevor Schroeter will have to organise the Event Plan through GHSC soon also. Hold another information evening for all those attending. Article in Outback Magazine.

Friday Night Entertainment- Ongoing.

Beer Hall- Sub Committee held a meeting after last 150th meeting. We now need to chat to the Bowling Club about the logistics, licencing needs, costs, profit share etc... Will sit down with Russell and Janet Paech and sort out. They can also help us out with marquees, chairs and toilets through V8 supercars.. This all needs to be sorted out sooner rather than later.

GHSC Australia Day 2019- Ongoing.

Street Parade- Noel Wilksch reported that St Paul's College facilities can be used for horses etc... Their sub committee held a meeting last night- horses, wagons, cars, floats. Letters will be going out to businesses, sporting clubs, schools etc...soon. Graeme Cunningham reported to Selina Kohlhagen that unregistered vehicles can be used in the parade/procession at a fee of \$22 per vehicle payable to GHSC. All vehicles must be transported to the College, dropped off, driven in the parade to the sports ground and picked up. They are NOT to be driven to and from the parade. Stevie Johnson from Lake Cargelligo has a team of horses. Colin Cunningham attending Man from Snowy River Festival in Corryong to seek potential parade attendees. Colin Cunningham and Noel Wilksch attended Moora Working Draught Horses over Easter. They have secured a wagon with a team of four horses. Shelley Schilg has been appointed as a minute secretary for this subcommittee.

Souvenirs- Trevor and Annette have come up with: Stubby Holders, Beer Stein/Mugs, Wine Glasses, Polo Shirts, Caps, Books. Will look into Tea Towels and Coffee Mugs with Herb willing to buy 3 mugs if we choose to run with them!

Worship Service- This will be a Thanksgiving Celebration. Sub committee is meeting next week.

Sunday Picnic Lunch- Ongoing. We need heaps of shade!

Extra Tours- On Saturday and Sunday afternoon. Herb Simpfendorfer has approached a few people. The Cairn, Walla Cemetry, Morgan's Lookout, early homes (Terry Mickan's), Peach's woodshed etc.... For more ideas, Herb will ask members of the community. Historical Society will be involved with a display.

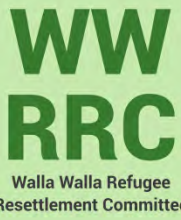
Marketing- Outback Magazine. 150th Notice Board. Community Newsletter- single page insert every month. Extra copies are available every month from the Post Office or Herb Simpfendorfer. Corflute signs to be distributed to businesses that support us. Display one out at the Lookout. Get info out to Jindera, Henty, Burrumbuttock, Pleasant Hills, Walbundrie etc...via their community newsletters. GHSC website. Save the date in Footy Critic.

General Business

- **Budgets-** Each sub committee needs to be thinking about how much they think their event may cost. This will in turn help us with budgeting, donations and sponsorship. If each group could have a rough idea of their budget by next meeting or the meeting after that at the latest would be appreciated.
- **Trek Document-** The short version is 15 pages long. It corrects the route and goes into more detail. Should we make it into a little booklet? Tony and Janet will discuss re book/booklet.
- **Publicity Officer-** Trevor Schroeter.
Reach surrounding towns with our celebration information.
Businesses: Name will be publicly acknowledged. Herb believes we should personally thank businesses to show our appreciation for what they are doing for us.
- **Booklet/Program for Celebrations-** Have it printed and ready for Show n Shine, long weekend in June and Trek Re-Run in October. A5 size?
- **Corflute Signs-** display at Henty Machinery Field Days, September, 2018 at Walla Walla sites- PJN, Kotzur's, Wiesners, Glengarry Suffolk Stud etc...
Football matches- To be displayed at home matches. Gloria Wenke to organise.

Next Meeting: Wednesday 2nd May, 7:30pm @ Walla Walla Bowling & Recreation Club.

Meeting Closed: 9:15pm



Meeting Minutes

1. Date and time

Wed 23rd May 2018, 7pm, St Paul's College, Wenke building

2. Committee members present (10 people)

Libby Alexander, John Borchert, Dorothy Brinkman, Helen Duncan, Geoff Dunlop, Jodie Hoffmann, Andrew Kotzur, Dan Mueller, Daniel Nadebaum, Graeme Sheppard

3. Community observers present (1 person)

Karen Ofak

4. Apologies

Nuala Jewitt (ill health), Kim Lieschke, Natasha Yovkoff

5. Opening

Meeting opened at 7:10pm.

6. Minutes of previous meeting

RESOLVE: Minutes of previous meeting be accepted.

Moved: Helen D. Seconded: Geoff D. CARRIED.

Elections

7. Office Bearers

All positions declared vacant. Andrew K took floor and asked for nominations for chair.

Chair – Daniel N & Dan M nominated. Daniel N elected.

Secretary – Dan M nominated, elected as interim secretary.

Administrative support – Libby A & Graeme S nominated, elected.

Action: Committee to elect secretary at next meeting (due: next meeting).

8. Working group delegation

Housing – Jodie H (with support from Virginia Scholz).

Employment – Geoff D.

Promotion – Helen D, Dorothy B, Andrew K.

Community perception – Dan M, Libby A.

Integration – Daniel N, John B, Jodie H, Helen D, Dorothy B.

Correspondence

9. Correspondence in

None

10. Correspondence out

None

11. Business arising from Correspondence

None

General business

12. Progress to date

Positives – Many positive comments have been received from the community. Some initially against or unsure are beginning to see possible benefits. After ABC news story some Walla businesses have been contacted re employment (e.g. refugee in Wagga seeking truck driving work).

Negatives – Some community members have concerns which are nonfactual or unlikely e.g. refugees are terrorists; inviting refugees will lead to gangs like Apex gang in Melbourne. Some community members feel they have not been given a say. There is a perception the initiative is business led only, even though a wide cross section of the community are involved.

Challenges – We must continue to manage community perception with factual information. WWPS has so far received little feedback, but Helen D ready to answer questions. Question: How fast do we implement our plans? The ball is already rolling.

13. Terms of Reference

Terms of Reference document had not yet been distributed.

The committee is a 'Reference Group' under the Greater Hume Council, similar to Walla Community Development Committee.

Way of working: Meetings start at 7pm. Keep tightly to agenda.

Apologies to be given in advance. Working groups in contact at least 2 weeks prior to meeting.

RESOLVE: All committee members obtain a Working with Children Check (WWCC). (Volunteer checks are free). Moved: Andrew K.

Seconded: Helen D. **CARRIED.**

Action: Daniel N to email terms of reference document to Dan M (due: asap)

Action: Dan M to attach terms of reference document to meeting minutes (due: asap)

Action: Dan M to collate member contact details, including WWCC number (due: next meeting)

Reports from working groups

14. Managing community perceptions

All WWRRRC meetings are to be made open to the community.

Q&A session to be added at end of agenda for transparent conversation with community.

Meeting date and time to be circulated to community via newsletter, Facebook, mail out (separate from "junk mail").

Continue to update and circulate FAQ.

Draft mission statement (or summary statement) to be discussed at next meeting, using Terms of Reference as starting point.

Action: Dan M to add Q&A session to next agenda (due: next meeting)

Action: Working group to update and circulate FAQ (due: before next meeting).

Action: All members to consider and submit draft mission statement via email (due: before next meeting)

Item	Action
<p>15. Housing</p> <p>Existing list of possible rental houses to be provided to Jodie H. Current questions – price range? radius? furnished? Answers unsure at this point, probably all options on the table to start with.</p>	<p>Action: Daniel N to provide rental list to Jodie H (due: asap).</p> <p>Action: Working group to update rental list (due: before next meeting).</p>
<p>16. Employment</p> <p>Working group needs to monitor available positions regularly.</p>	<p>Action: Working group to contact local businesses to update employment list (due: before next meeting).</p> <p>Action: Graeme S to contact Geelong Leather Tannery in Culcairn (due: before next meeting).</p>
<p>17. Promotion to refugee communities</p> <p>Next step is to contact Multicultural NSW and Premier & Cabinet NSW to determine possible upcoming opportunities to promote town.</p> <p>Updated promotion material would be helpful. There is some existing material from interaction with Victorian Multicultural Commission that will make a good starting point.</p>	<p>Action: Andrew K to send email to Multicultural NSW and Premier & Cabinet (due: before next meeting).</p> <p>Action: Working group to begin working on promotion material (due: next meeting).</p>
<p>18. Integration</p> <p>Draft list of support services developed by Multicultural NSW is a good starting point.</p> <p>Cultural awareness training could be helpful e.g. through Albury Wodonga Volunteer Resource Bureau (AWVRB).</p> <p>Other ideas: mentor families, community lead support groups.</p> <p>WWPS has access to the Henry Parkes Equity Resource Centre in Sydney, which provides support for both parents and students e.g. library with books in first language.</p>	<p>Action: Daniel N to contact Multicultural NSW to ask if draft list of support services has been finalised (due: before next meeting).</p>
<p>19. Next meeting</p> <p>Wed 27th June 2018, 7pm, St Paul's College, Wenke building</p>	<p>Action: John B to arrange room.</p> <p>Action: Dorothy B to arrange signage.</p>
<p>20. Close</p> <p>The meeting was closed at 8:55pm.</p>	

HENTY COMMUNITY DEVELOPMENT COMMITTEE

MEETING MINUTES 28/05/2018

Meeting Opened: 6.30pm

Present: Neil Meyer (Chairperson) Garry Small, Yvonne Booth, Dennis Kane, Doug Meyer (Councilor)

Apologies: Maurice Schiller, Graham Klemke, Daphnie Hannam

Minutes of the last Meeting: 30-04-2018.

Moved: Garry Small Seconded: Yvonne Booth

Business Arising: NIL

Treasurers Report:

Attached Report provided by Dennis Kane. Closing Balance: \$150.04

Moved: Dennis Kane, Seconded: Garry Small

Correspondence:

IN:

- Henty Street Scape Logo
- Minutes Street Scape Celebration 25/05/2018
- GHS Marketing Development Program
- GHS Children Services
- GHS Whats On
- GHS- Email Street scape celebration application & Insurance
- GHS Response Letter Electricity Upgrade Memorial park
- Letter Greg Aplin Response Henty North Rail Crossing
- Copy of Les Dale and N. Bedggood speeches Rotary commemorative plaque unveiling

OUT:

- Nil

Greater Hume Shire Council Report:

Councilor: Doug Meyer:

Doug reported council has adopted Tree Management plan, approved lift at Jindera and unsightly property management policy. Doug supported and moved Holbrook sporting complex upgrade.

General Business

1/ Power upgrade in Henty Memorial Park. *Letter from Greg Blackie indicates works estimate completed and council will consider as a part of 2018/19 budget*

2/ GHSC Traffic committee responses to speed restrictions and pedestrian crossings. *Nothing new to report*

3/ Facebook' page... *an ongoing project*

5/Parking in Ivor St. adjacent to the church on the bend. *Nothing new to report*

6/ Government Dam project update. *Nothing new to report*

7/ Street Scape Celebration update: *Meeting held 25/5/2018. Good numbers attended the meeting. The group decided to hold a celebration on Friday 9th November 2018 only as there are several conflicting events in the region on the Saturday.*

It was decided a joint celebration be held with Bendigo Bank (20th anniversary), opening/open day for the new fire station and the street scape. Discussion included closure of main street from Fire station to railway crossing on Sladen Street, entertainment, music on the back of a semi, choirs, school involvement, rides for children/adults, pop up stalls in main street, food – BBQ's existing food outlets, finance to be sort from numerous avenues including Bendigo Bank, Greater Hume Council, Riverina water and others Discussion also on Insurance, advertising and formal letter to Greater Hume council required.

Group currently pricing function/budget and will meet again in 4 weeks.

Letters required to be sent out by secretary:

Greater Hume Shire

Riverina water

Other bodies to investigate funding

8/Railway Craft Shop. *Nothing new to report*

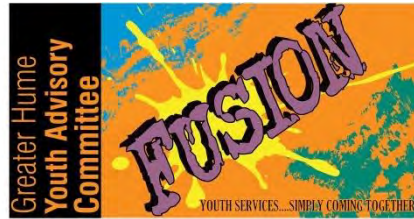
9/ Sign Railway Parade (Shopping Centre). *Update Reported Bendigo Bank investigating a solution*

FROM THE FLOOR:

Discussion: Corner Pleasant Hills Road and Ryan Road , Road requires sealing corner Bartch Avenue and Comer street (No resolution reached)

Next Meeting Monday 25th June 2018

Meeting Closed: 7.35pm



GENERAL MEETING OF THE GREATER HUME YOUTH ADVISORY COMMITTEE

Thursday 3 May 2018 commencing at 4.00pm

PRESENT

Kassandra Body
Tom Newton
Genevieve White
Customer/Library Service and Youth Development Trainee Emily Jones
Library & Youth Services Development Officer: Susan Kane

APOLOGIES:

Rebecca Combridge
Hayden Honeywell
Liam Upton
Joely Scott
Blayd Slatter
Holly Davidson
Mikaela Webster
Mitchell O’Keeffe
Natasha Spalding

ACKNOWLEDGEMENT OF COUNTRY

Tom Newton offered an Acknowledgement of Country at the commencement of the meeting.

CORRESPONDENCE IN

‘Listen to My Story’ was emailed to Library & Youth Services Development Officer: Susan Kane in see if there is any interest from the Youth Committee or if the Youth Committee

CORRESPONDENCE OUT

No Correspondence Out

MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of Greater Hume Youth Advisory Committee at Henty as printed and circulated, were confirmed as a true and accurate record of the proceedings of Thursday 5 April meeting. Moved Cassandra Body, Seconded Genevieve White

BUSINESS ARISING FROM PREVIOUS MEETING
--

Thank you! And Evaluation

Customer/Library Service and Youth Development Trainee Emily Jones and Library & Youth Services Development Officer: Susan Kane thanked the Youth Committee for all of their work, planning and organization of the Battle of the Bands competition. The feedback received from the community and those who attended was all positive and all were interested in creating an annual competition.

It was decided though that next year's event will be open only to 14 years and up in order to engage the older Youth. The event will be designed further to target the top end of the youth age bracket.

Relay for Life

Library & Youth Services Development Officer: Susan Kane asked the Youth Committee if they would be interested in attending and participating in the Relay for Life as a part of the Greater Hume Councils team. It was decided a hesitant yes will be the response at the moment as the event is still months away.

This will be carried to the next meeting.

July School Holidays

As the July school holidays are coming up, the Youth Committee has started to plan the event that they will hold this year. As it is winter it was decided to take the Youth into Albury or Wagga as they weather limits our choices in the Greater Hume area. The Youth Committee proposed four ideas bring; The Escape Room, Laser Tag, Tenpin Bowling, and the Oasis. As member of the Committee were absent it was decided to create a survey on the closed Facebook page and allow all members to vote on which activity we should run these holidays.

Action; Customer/Library Service and Youth Development Trainee Emily Jones to create a Facebook survey on the GHS YAC Page

Promotional Videos

The next video is to be created in the series 'Library Life of Mitch' was unanimously decided to be centered around the 3D Printer the library now owns. The video shall be based around what you can find in your library and be filmed in the Henty Library. Date of filming is yet to be decided as members were absent from the meeting

To be carried to next meeting.

Listen to My Story Podcast

Applications to create a podcast based on real-life stories of strength and resilience from young people are now open and offered to the members of the Youth Committee. The Listen to my Story Platform provides an opportunity to work alongside professional writers and to develop and create a podcast for young people to tell their stories. It was decided to create a joint application for the Youth Committee in order to tell the story of our committee and what we are able to achieve in our community.

Secretary Meeting Training

Library & Youth Services Development Officer: Susan Kane informed the committee that at the next meeting – 7th June, Mrs Grace Stein will be attending in order to provide training in meeting formalities for the committee. The committee agreed to the training and asked for an official certificate to be created in order to prove their training.

Action: Customer/Library Service and Youth Development Trainee Emily Jones to create a certificate for the members of the committee

Re-election

As our deputy chairperson Blayd Slatter has had to step down from her position as she has moved away from the area a re-election must occur to select our new deputy chair. Numbers of the committee present were too low to vote so it was decided that the training shall take place at the next meeting, 7th June, before the meeting training.

3D Printers

It was asked by Library & Youth Services Development Officer: Susan Kane and Customer/Library Service and Youth Development Trainee Emily Jones if the Youth Committee would be interested in helping set-up and work with the newly bought 3D Printers. They were interested in using the 3D printer in a demonstration in order to showcase what we now have to offer in our library.

BUSINESS ARISING

Show Society

Customer/Library Service and Youth Development Trainee Emily Jones asked on behalf of the Henty Show Society if any committee members would be interested in volunteering at the Henty Show next year. It would involve manning an event or stewarding in the pavilion in the morning. The committee expressed some interest.

To be followed up next meeting

First Aid and Food Handling Courses

It was asked if the committee could still receive training in first aid so they can provide support themselves in our outdoor events. It was also recognized that because of the committees' constant working with food during events they should also receive their food handling certificate. It was agreed upon by member present that we will hold the first aid training course in the school holidays as an all-day course.

Action; Library & Youth Services Development Officer: Susan Kane to look into providing the training.

Next General Meeting to be held on 7 June at 4pm.

Meeting Closed 5pm.

Chairperson.....

Date.....



Softwoods Working Group Inc.

18th May 2018

Snowy Valleys Council,

Tumut Chamber

10.00 am

MINUTES

Attendees	Peter Crowe (SWG) Phil Clements (SWG) Greg Blackie, (GHSC) Jake Lazarus (HF) Rab Green (CHH) Heather Wilton (GHSC)	Diana Gibbs (DG Partners) Matt Christensen (SVC) Belinda Legenberg (Hyne) David Graham (CGRC) Hugh Dunchue (Agriwealth) Phil McMurray (CGRC)
Apologies	Michael Clancy (Groves) Margaret O'Dwyer (NSW P&C) Julia Ham (SVC) Bob Germantse, FCNSW Ab McAllister (CGRC) Matt Hyde (SVC)	Mal Alexander (NSA) Dean Hawkins (Visy) Bob Stewart Bruce Wright (SVC) James Hayes (SVC)

1. Meeting opened by Chair Peter Crowe.

Peter welcomed everyone with special mention to Clr David Graham (CGRC) and Rab Green (CHH).

2. Apologies: Accepted as listed above

3. Previous Minutes: Moved - M Christensen / G Blackie **CARRIED**

4. Business Arising: Covered under agenda items

5. Safety Update:

- AFCA conducting Chain of Responsibility workshops. Tumut session was held last Tuesday. These have been considered a very good update on expectations and requirements of the legislation.
- Load restraint work is also being undertaken. Some new developments associated with the possible introduction of dyneema rope being used in place of the conventional webbing. This product apparently works better than the webbing on auto-tensioners.
- Vehicle stability control requirements will come into force from the 1/7/18
- AFPA is conducting other safety related work in regards to reporting and measuring/managing of incidents. The program is headed up by Nick Roberts from FCNSW.

6. Correspondence & Media:

- a. Hook up held with Council Engineers re RHS funding estimates etc
- b. Plantation expansion seminar held in Melb. B Legenberg reported that:
 - i. Organised by Melb Uni, FWPA and HVP

- ii. Consisted of Govt reps; NGO's (who were generally supportive); Financial sector (still interested); Industry; growers; land owners.
- iii. About 130 attendees
- iv. Barriers and ideas discussed
 - v. Draft Action plan prepared Monetising the non-traditional benefits discussed (eg. Carbon.
 - vi. Discussion about how the traditional model can work/be amended and a possible national investment plan.
 - vii. BL to provide details to EO for circulation.
- c. Discussions with B George re PExP Stg2 submission
- d. Quarterly meeting of AFPA
 - i. Met with the Director of the NFIP (National Forest Industry Plan) Michelle Lauder.
 - ii. The NFIP was announced by the PM at annual AFPA dinner last year
 - iii. \$20m has been allocated to do the work
 - iv. SWG has been lining up a mtg with this group...likely for June
 - v. Bill Hurditch spoke re Industry Investment
 - Stressed that processors like Visy had funds to expand operations
 - There were 'waves of opportunity' that needed to be prepared for.
 - vi. ERF and the Plantation Method
 - Conflicting messages about what is viable and what isn't depending who you talk to. Definitely not straight forward.
 - vii. Update with WeAct re ERF
 - Water entitlements
 - 1 and maybe 2 auctions happening for the rest of 2018
 - Most interest has been with the private mining sector
 - Questions being raised re soil carbon method
 - Commercial plantations taking up the scheme are usually associated with the conversion of short rotations to long rotations. (eg. Hdwd pulp to softwood)
 - viii. SWG had an abstract accepted for the LG Conference being held in Melb in July.
 - ix. Update meetings held with local MP Greg Aplin (X2)
 - x. AFPA Membership discussions
 - xi. PMC and DG mtgs with Dep Premier J Barrilaro, Minister Paul Toole, Daryl Maguire MP and Ken Gillespie (DPC) re RHS and PExP.
 - xii. Update mtg with CGRC (Ab McAlister and David Graham)
 - xiii. AFPA Growers and Processors Strategy meeting
 - xiv. Submission to the Growing Local Economies for the RHS funds.

7. Other meetings & Tours

Covered in 6.

8. Road Issues

Covered in 6.

9. Project Updates

Covered in 6.

10. Forest Industry Impacts Comparison Presentation (D Gibbs)

Diana Gibbs presented a comparison report on the impacts of the timber industry in the other major plantation areas of Australia. The other areas had undergone similar work to that carried out for the SWS, under the auspices of Uni of Canberra (J. Schirmer)

A copy of this presentation will be distributed with these minutes.

11. Industry Status Updates

- a. Hyne
 - i. Markets are holding very well. There was some softening noted in Qld during the C'wealth Games.
 - ii. Tumba producing very strongly
 - iii. Running at 100% of capacity, maybe 5-10% extra
 - iv. Qld mill shut for 5 weeks due to capital work updates.

- b. Carter Holt Harvey
 - i. Major changes happening with the organisation in Aust.
 - ii. Tolerating the small-log sizes for last 18 months due to the lack of alternative bigger resource in the area.
 - iii. Average sizes coming down
 - iv. Operating at full capacity
 - v. Some minor signs of market softening but nothing of concern at the moment.
 - vi. Prices are holding
 - vii. The national distractions are not affecting Tumut at the moment. There will always be a sawmill in Tumut.

- c. Hume Forests
 - i. Very dry conditions at the moment
 - ii. Hazard reduction and windrow burns happening.
 - iii. Log market very strong
 - iv. Hosted a visit from X-Lam
 - v. Buying up old plantation land wherever possible

- d. Agiwealth
 - i. Harvesting Ops underway
 - ii. Currently have over 1000 ha of vacant land that can't be established at the moment due to ATO issues
 - iii. Ongoing discussions happening with ATO re product ruling for the MIS. There are no timelines and seemingly no standard process to enable this matter to be resolved.

12. Local Govt Reports

- a. GHSC
 - i. Dry conditions
 - ii. Funding and grants availability seem a bit less at the moment
 - iii. Focusing on the jobs at hand.

- b. CGRC
 - i. Grants made available for Adjungbilly Rd to upgrade to b-double standard.
 - ii. \$1.8M this FY
 - iii. Bungongo Bridge opened on Tues.

- c. SVC
 - i. Meetings at Parliament House have been happening.
 - ii. Exploring the concept of a country university centre in Tumut with on-line study options
 - iii. Similar facilities exist at Cooma and Goulburn
 - iv. Very early days.

13. General Business

- a. Plantation Expansion.
 - i. Ron Wilson has tabled a Co-Op-type proposal for plantation expansion. It was agreed that the briefing note he supplied would be circulated to members for their information. It was also agreed that Ron should be invited to the Aug meeting of the SWG to provide more detail on this proposal and get direct feedback from members.
 - ii. D Graham queried the potential to get productivity gains from existing plantations. Could this occur genetically or through better blackberry control for example?
 - iii. H Dunchue responded that Agriwealth has looked at blackberry impacts on productivity and determined that they could account for around 3-4%. This is not likely to happen unless there is a biological control agent developed.
 - iv. It is also important to realise that chemical control methods are limited due to restrictions on chemical applications in gullies

- b. SWG Operating Budget and invoices for 2018-19
 - i. It was proposed that the fee structure for the SWG remain at last year's levels
 - ii. The operating budget, cover letter and invoices for 2018-19 will be sent out in early June to allow for payment to be made before end of FY if possible. Any feedback to be directed to the Chair.

Meeting Closed 12.05 pm

NEXT MEETING: 10.00am 24/8/18 at GHSC Holbrook. (Note that this is a change from the original date of 17/8/18)

Peter Crowe
Chair



Softwoods Working Group Inc.

23rd Feb 2018

Snowy Valleys Council,

Tumbarumba Chamber

10.00 am

MINUTES

Attendees	Peter Crowe (SWG) Phil Clements (SWG) Greg Blackie, (GHSC) Dean Hawkins (Visy) Jake Lazarus (HF) Peter Stiles (FCNSW) Lindsay Tanner (RMS)	Bruce Wright (SVC) Diana Gibbs (DG Partners) Mal Alexander (NSA) Matt Christensen (SVC) Belinda Legenberg (Hyne) Luke Donaldson (WWCC) Lou Bourke (FCNSW)
Apologies	Heather Wilton (GHSC) Margaret O'Dwyer (NSW T&I) Ray Krippner (PFO) Phil McMurray (CGRC) Steven Jewell (WWCC) Bob Germantse, FCNSW Ab McAllister (CGRC)	Michael Clancy (Groves) Bob Stewart Warren Green (CHH) Gary Saliba (RDA-Murray) David Priem (FIC) James Hayes (SVC)

1. Meeting opened by Chair Peter Crowe.

Peter also welcomed RMS rep L. Tanner and new faces, L. Donaldson (WWCC), L. Bourke (FCNSW).

2. Apologies: Accepted as listed above

3. Previous Minutes: Moved G Blackie / B Legenberg **CARRIED**

4. Business Arising: Covered under agenda items

5. Safety Update:

- i. Considerable activity around the Chain of Responsibility compliance in conjunction with AFPA
- ii. Most recent FIC meeting notes have noted other issues such as:
 - Load Restraint Guide
 - Machine fire (elec)
 - NC Reports
 - No roll-overs
 - NSW Road Safety Plan

6. Correspondence & Media:

- a. Numerous interactions with NSW Govt re PExP2 and RHS.
- b. Phone hook ups with DoI/DPI, ABARES, WeAct
- c. Contributions to ABARES Plantation Report
- d. HVSPS enquiries
- e. RMS re other projects
- f. DPC re funding avenues ex NSW Govt

- g. Taradale complex and Downfall Rd communications
- h. Infrastructure NSW interactions

7. Road Issues

a. Road Haulage Study

- i. Last meeting resolved to discuss the numbers issue with D Murray & request the necessary assistance to update the figures in the report based on the elapsed time since original report was released.
- ii. D Murray referred the matter to RMS which received the expected response (ie. local roads not funded by them!)
- iii. Subsequent approach to Daryl Maguire who has undertaken to look at the matter further himself.
- iv. Chair advised that he was aware that separate meetings were to be held between specific industries and the NSW Premier in the near future. A possibility for a broad level briefing of the Premier by SWG has been mooted.
- v. Concurrently with the above, SWG Exec has been discussing other funding schemes. It has been very difficult to find a process that fits exactly with what we are doing and is reasonably straight forward to apply for!
- vi. The most likely avenue is through the *Growing Local Economies* Fund
- vii. D Maguire has requested further details on the no's to get the process sorted
- viii. J Lazarus has met with SVC and there is a clear understanding of where the bottlenecks are. Other issues that have been identified will be clarified and sorted out off-line
- ix. PMC made it clear that we can't guild the lily with anticipated costs. There is the possibility of a further meeting with the Premier and maintaining credibility is essential.
- x. D Gibbs advised that the guidelines for economic appraisal (RMS) have changed
- xi. Considerable discussion around the processes and procedures for accessing existing funding programs. All of them are VERY difficult and tortuous!
- xii. SWG participating at both the bureaucratic and political levels to try and make some positive progress. We have their attention but not the \$\$!!
- xiii. **EO to convene a hook up with Engineers and DG to revisit the RHS document and fully understand the drivers and potential cost impacts that will potentially alter the requirements for the proposed activities.**
- xiv. **EO to draft up a letter for consideration by the CEOs of SWG-member companies that can be sent to the Minister/Premier that endorses the actions and recommendations of the SWG in regard to the Plantation Expansion and Road Haulage Studies**
- xv. J Lazarus asked if the funding was forthcoming did the LGA's have the capacity to undertake the actual work. The response from all 3 affected LGAs was an emphatic yes!
- xvi. M Christensen advised that the documentation etc for the Bombowlee Ck Bridge was close to completion.

b. RMS (L Tanner) Comments

- i. HVSP (rd 6) currently open. \$20M to NSW with 2/3 to LGA's
- ii. Make sure numbers are correct and roll them up to take account of the inevitable delays that will occur between application submission and determination of success.
- iii. Be aware of risks going down the political path...the no's still have to stack up!
- iv. LT happy to assist if required with the ACT Road strategy steering committee
- v. The Road Safety Plan has been released and is worth reading.

- vi. DG reminded the group that the escalated costs associated with the RHS needed to be matched with increasing benefits to ensure the credibility of the BCR outcomes.
- c. A plantation seminar is to be held in Melb next week. BL to forward details to PDC
- d. An Update on the Plantations Expansion Project was provided by D Gibbs and PDC. The project report was submitted in Dec (a week early!) We are now essentially playing the waiting game in regards to what happens next. Verbal advice is that it is being considered along with other submissions.
- e. Industry Impacts Study link to be sent to Bruce Wright
- f. Downfall Road
 - i. PMC spoke with P Styles
 - ii. Concerns with volumes through Humula
 - iii. Woodflows will be at the behest of owners
 - iv. Potential/actual issues with dust, noise and traffic in & around Humula incl Linnels Rd
 - v. No b-double access here
 - vi. Steven Jewell contacted from WWCC
 - vii. In the past WC was a beneficiary of a \$5m grant for Humula Rd
 - viii. Engagement with WC in the past has been unsuccessful
 - ix. An alternate route for some of the volume would be costly & time consuming
 - x. Woodflows from the bottom end now likely to be the issue.
 - xi. Possible solution would be to seal the road past the affected house which would potentially be a \$150k job (L Donaldson). Land owner was invited to contribute but not interested!
 - xii. Need to get all parties engaged and talk through issues to come up with a solution.
 - xiii. Some wood being exported to Geelong
 - xiv. Members of the SWG have indicated a willingness to work/consult with WC
 - xv. Chair pointed out that ~60% of the haulage task in this region is conducted on forest roads cf ~10% for other regions. There has been a significant investment in roads by forestry that have served the general public as well.
 - xvi. G Blackie reminded everyone that there are 'fit for purpose' solutions to road issues that need to be considered.

8. Reports

- a. An introductory meeting was held between the SWG Exec and SVC, Mayor and GM. Purpose was to meet both of them and provide a briefing on the timber/forestry industry and the work being undertaken by the SWG. Similar meetings are being arranged with CGRC and the Member for Cootamundra, Steph Cook.
- b. The quarterly meeting of the AFPA is to be held on the 7/3 and will be attended by PDC and DG.
- c. RDA-Riverina
 - i. Waiting for appointments to happen.
 - ii. Operationally still a bit up in the air.

9. Industry Status Updates

- a. Visy
 - i. Product demand particularly strong
 - ii. More white top required than expected
 - iii. Export of wood fibre from supply zone (eg Wilmott's clearfall blocks) is a worrying sign and diverts raw material away from local demand.

- b. Hyne
 - i. Markets are holding very well with the last ¼ being very strong.
 - ii. Some power outages due to infrastructure issues have caused some problems.
 - iii. Noi Garner has been appointed the new Mill Manager at Tumba

- c. Norske Skog
 - i. Parent Company NSI has filed for bankruptcy in Norway
 - ii. NSAS is now the holding company for the 7 mills. All of which are considered profitable and there have been encouraging signs in regard to newsprint capacity improving
 - iii. Albury mill operating at full capacity. More export happening and reel size variation makes for as more complex product mix.
 - iv. Chinese rejection of certain supplies of ONP/OMG from kerbside collected waste is creating issues as well as potential problems & opportunities.

10. General Business

- a. The meeting acknowledged and paid respects to the passing of Jim Crozier. Jim was an outstanding contributor to both the local timber industry as well as the Tumbarumba community. His pioneering spirit and business acumen in the development of mechanical harvesting systems and processes for the pine plantation sector will be recognised as one of his many legacies. Jim was also a staunch family man who will be sadly missed by all who knew him.

Meeting Closed 12.10pm

NEXT MEETING: 10.00am 18/5/18 at Tumut.

Peter Crowe
Chair

Meetings and representations by the Mayor Cr Heather Wilton.

April 2018 and May 2018.

- 04 April 2018. Culcairn. Workshop re Final budget
- 10 April 2018. Henty. Attend unveiling of plaque celebrating 59 years of Rotary in Henty.
- 11 April 2018. Albury. Attend MDBA Royal Commission.
Holbrook. Radio interview with Flow FM.
- 12 April 2018. Wagga Wagga. Attend REROC Meeting.
Culcairn. Workshop re Round 2 Stronger Country Communities Project
- 16 April 2018. Culcairn. Workshop re Round 2 Stronger Country Communities Project
- 18 April 2018. Holbrook. Council Meeting.
- 25 April 2018. Holbrook. Attend Anzac Day commemoration services and lay wreaths.

- 02 May 2018. Culcairn. Workshop re Contributions Plan Priority review.
- 03 & 04 May 2018 Tumbarumba. Attend LHAC forum.
- 07 May 2018. Henty. Meeting with Jenny White & Nicholas White both of Dept. P&C
Re regional priorities and infrastructure.
- 08 May 2018. Holbrook. Attend morning tea at CTC re Cancer week.
Holbrook. Attend submarine museum committee meeting.
- 09 May 2018 Holbrook. Radio interview with Flow fm.
- 10 May 2018 Culcairn. Attend all staff function and presented long service certificates.
- 11 May 2018 Holbrook. Teleconference with MLHD & MPHNS re council medical services.
- 12 May 2018 Walla Walla. Attend initial opening of the medical clinic in Walla Walla.
- 14 May 2018 Murlo. Attend dedication of Albert Borella VC Wayside Rest Area;
- 15 May 2018. Holbrook. Interview with constituent.
- 16 May 2018. Culcairn. Council Meeting.
- 17 May 2018. Walla Walla. Attend and welcomed students to the REROC "Take charge".
- 18 May 2018. Tumut. Attend qtly meeting of SWG.
- 22 May 2018. Henty. Attend GHC Health & Wellbeing meeting.
- 24 May 2018. Jindera. Attend launch of GHC Children's services brand.
- 25 May 2018. Wagga Wagga. Attend discussions re RIV JO.