

Bridge Naming Policy

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

Purpose

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

Scope

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

Definitions

Nil

Policy Content

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

Preferred sources for names include:

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

All naming will be subject to a Council report.

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

The Local Aboriginal Land Council should be consulted when choosing Aboriginal names. Names of living persons should not be used.

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

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

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

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

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

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

Links to Policy

Nil

Bridge Naming Policy

Links to Procedure

Nil

Links to Forms

Nil

References

NSW Addressing User Manual (AUM)

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

Responsibility

Director Engineering

Document Author

~~Assets Engineer~~ Director Engineering

Relevant Legislation

Nil

Associated Records

Nil

Draft

Drinking Water Quality Policy

Document Name	Document Version Number	Review Date
Drinking Water Quality	Insert Version Number Here	Click Here to Enter Date
Date Adopted	Minute Number	Status
Click Here to Enter Date	Insert Minute Number Here	Select Status Here

Purpose

Greater Hume **Shire** Council is committed to managing its water supply effectively to provide a safe, quality product that consistently meets appropriate drinking water standards developed in accordance with the Australian Drinking Water Guidelines and other regulatory requirements. To achieve this Greater Hume **Shire** Council will implement and maintain a Drinking Water Management System to effectively manage the risks to drinking water quality.

Scope

All directors, managers and employees involved in the supply of drinking water are responsible for understanding, implementing, maintaining and continuously improving the Drinking Water Management System.

Definitions

Nil

Policy Content

In partnership with all relevant stake holders, Greater Hume **Shire** Council will:

- Manage water quality at all points, from source (as possible) through treatment, storage and distribution
- Use a risk based approach in which potential threats to water quality are identified and balanced
- Develop incident response processes to deal with any water quality issues identified
- Ensure that employees and any contractors involved in the supply of drinking water understand their responsibility and are appropriately trained to implement the Drinking Water Management System
- Routinely monitor the quality of drinking water; use effective reporting mechanisms to provide relevant and timely information and promote confidence in the water supply and its management
- Comply with the regulatory requirements of the Public Health ACT 2010 (NSW) and associated Public Health Regulation 2012
- Continually improve practices by assessing performance against criteria stated in the Drinking Water Management System.

Links to Policy

Nil

Links to Procedure

Drinking Water Management System

Links to Forms

Nil

References

Nil

Responsibility

All Directors, Managers and Employees involved with the supply of drinking water within Greater Hume. **Shire**.

Drinking Water Quality Policy

Document Author

Manager Water & Waste Water

Relevant Legislation

Australian Drinking Water Guidelines 2011 Public Health Act 2010 (NSW)
Public Health Regulation 2012

Associated Records

Nil

Draft

11 October 2019

Greater Hume Shire Council
PO Box 99
HOLBROOK NSW 2644

Our ref: 3137423-82257
Your ref:

Dear Greg

Henty Rail Crossing Council Project Update

1 Budget

The Henty Rail crossing project consists of the following funding portions;

Total Project Budget \$7.2M

- \$3,103,280 - Regional Communities Development Fund
- \$3,603,280 - (HVSP) Heavy Vehicle Safety and Productivity Program
- \$500,000 – GHC

2 Work completed to date

- Initial meeting and discussions with TfNSW. Greater Hume Council will be engaged under a Works Authorisation Deed (WAD) which is typical of similar projects undertaken by a developer. The design as originally proposed by TfNSW will be adopted as detailed. An alternative rail crossing alignment has been considered to provide an option if the service location costs outlined below, exceed the budget expectations.
- Council is currently preparing the CEMP and associated documentation for review and approval by TfNSW to satisfy the requirements of the REF.
- Underground service location has been undertaken to confirm the location of existing services.
- A Riverina Water raw water supply main has been identified that was previously not indicated on the TfNSW design drawings. The water main has subsequently been located and discussions have commenced with Riverina Water as to the costs and program for relocation.
- Discussions with Telstra revealed that an optic fibre cable runs through the project site, beneath the proposed rail crossing. A design for the relocation has been completed and a quote provided. Agreement to the costs associated is to be approved by Council to allow Telstra to commence with the relocation.
- Telstra also revealed that NBN cabling is to be relocated as part of the works. NBN has been contacted and is currently preparing a quote for the relocation of their services.

- Land acquisition survey and valuation of the three properties affected by the works. To date, each landowner has been cooperative.
- Initial discussions have commenced with ARTC regarding their requirements. Based on discussion with ARTC regarding their requirements, a brief was prepared for the engagement of qualified consultants for the design of the rail crossing. Quotes from Rail design consultants have been received and engagement of the preferred Rail design consultant is anticipated to be this week.
- Preliminary rail design is anticipated prior to Christmas with final design approval from ARTC in February / March. Tender for the engagement of a Rail construction contractor will commence in April. Rail crossing construction is likely to occur in September 2020 as this is currently a works shutdown window available by ARTC.

3 Expenditure to date

Investigations and information gathering has made up the committed costs to date. Expenditure will increase significantly into December and peaking during January to February whilst the road works are undertaken.

- \$51,000 - Committed Costs
- \$6,200,000 - Forecast Total
- Forecast Contingency - 16% (~\$1M) forecast still requires confirmation of;
 - NBN relocation (est \$200k)
 - Riverina Water relocation (est \$270k)
 - ARTC rail crossing construction costs (est \$1M)

4 Program

Services / Utilities

- October - Engage rail design consultant and commence rail crossing design with ARTC. Progress land acquisition survey, valuation and preparation of land acquisition documentation to issue to landowners
- November- Gain CEMP approval from TfNSW to allow works to commence. Engage consultant for tree preclearance survey to start tree removal. Land Acquisition discussion. Progress rail design to preliminary design acceptance with ARTC.
- December - Riverina Water Main, Telstra and NBN relocation

2020

- January – Start Olympic Hwy Road Construction
- February - Olympic Hwy Road Construction
- March - Olympic Hwy Road Construction, ARTC approval of final design
- April – ARTC Rail Contractor engagement

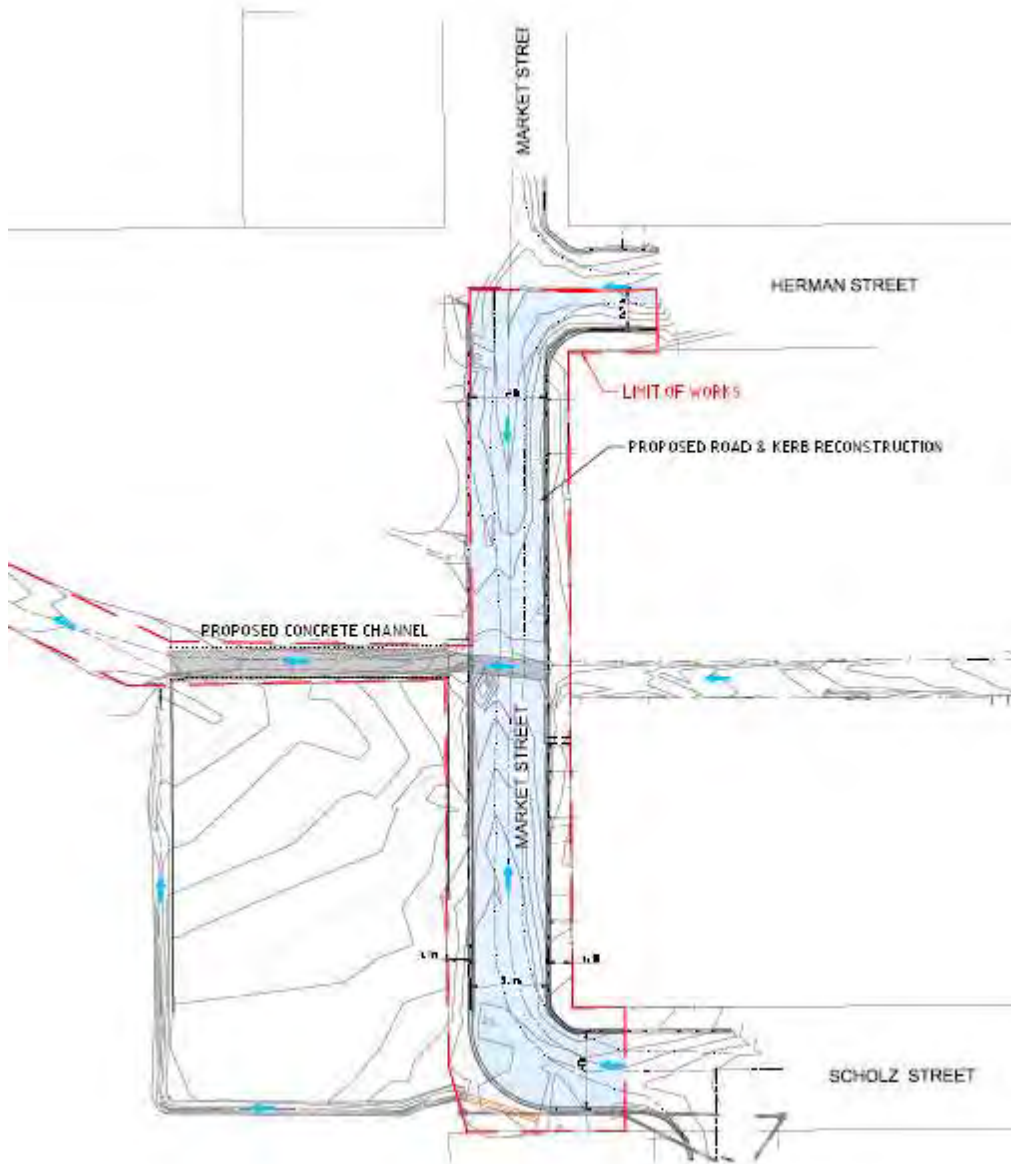
- September – Construction of ARTC Rail crossing

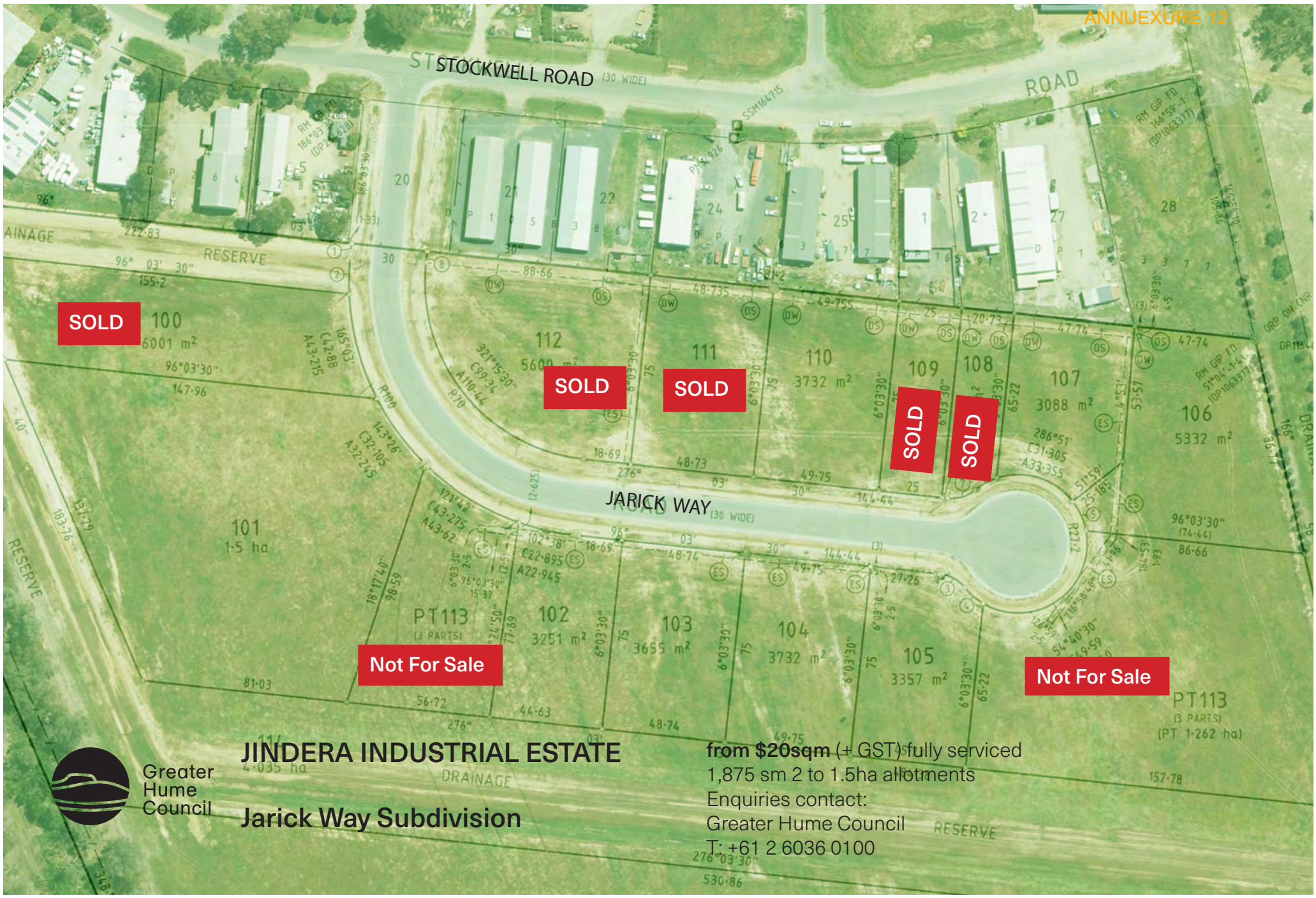
5 Unknowns

- Land Acquisition and acceptance by land owners is critical to program prior to December.
- ARTC construction costs will be unknown until construction tenders are received.
- ARTC construction shut down periods cannot be confirmed until design has been approved.
- Budget forecasts for service relocation are still to be confirmed.

Sincerely
GHD

Jeremy Smith





SOLD

SOLD

SOLD

SOLD

SOLD

Not For Sale

Not For Sale



Greater
Hume
Council

JINDERA INDUSTRIAL ESTATE

Jarick Way Subdivision

from \$20sqm (+ GST) fully serviced
 1,875 sm 2 to 1.5ha allotments
 Enquiries contact:
 Greater Hume Council
 T: +61 2 6036 0100

TOURISM AND PROMOTIONS REPORT (September 2019)

Areas Projects	Objectives	Progress and Comments
Greater Hume Visitors Guide	Implement the Greater Hume Visitor Experience Plan Delivery Plan 3.3.1.1.06, 3.3.1.1.05	<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) = 14250, including 5640 to other Visitor Centres/advertisers and 2350 to VIPs.
Visitor Information Centre and Submarine Museum	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. Implement the Greater Hume Visitor Experience Plan. Delivery Plan 3.3.1.1.06, 3.3.1.1.05	<ul style="list-style-type: none"> • Visitor Information stats forwarded to AVIC Network were: September 2019: 789 walk in, 40 phone calls and 23 emails • Admissions to Submarine Museum, statistics for: September 2019: 29 adults, 30 school children, 105 pensioners, 29 families and 30 in groups. Please see attached graphs showing above statistics. • Visitor Information Centre Survey, some results: (10 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: 3 x Referral, 1 x Sign, 1 x Visitor Centre, 1 x Map, 1 x Brochure, 1 x Internet, 2 x Other (Young Historical Museum and Studied in the area) ○ Age groups: 5 x 19 to 34 years, 2 x 35-54 years, 3 x 55 years or more ○ Travelling Group: 6 x Family, 2 x Alone, 2 x Friends ○ Post Codes/Country: 2631, 2640, 3233, 2640, 3690, 3233, 3074, 2576, 2722, 2397 ○ After Visiting VIC will you stay longer: 2 x 1-2 days, 6 x No, 2 x Longer Today ○ Comments: This is fantastic! Thanks, Fascinating, Great display, Great park, facilities and museum
Promotions	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 GH Visitor Experience Plan. Delivery Plan 3.3.1.1.01, 3.3.1.1.08	<ul style="list-style-type: none"> • Submitted visitor and What's On advertising in Out and About Spring Edition in Border Mail. • Greater Hume Public Notices • Emailed 'What's On in September 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 of various Holbrook Art and Gardens, Henty Machinery Field Days, Earth Canvas and various community markets.
Social Media	Implement and enhance online communication tools using technologies such as social networking mechanism. Implement the Greater Hume Visitor Experience Plan Delivery Plan 3.3.1.1.09	<ul style="list-style-type: none"> • Instagram, #visitgreaterhume – 293 followers • Individual facebook pages: <ul style="list-style-type: none"> ○ Greater Hume Council – 1412 followers ○ Greater Hume Visitor Information Centre – 455 followers ○ Holbrook Submarine Museum – 864 followers ○ Greater Hume Children's Services – 678 followers ○ Greater Hume Youth Advisory Committee – 281 followers ○ Buy Local in Greater Hume – 329 followers

TOURISM AND PROMOTIONS REPORT (September 2019)

Signage	Implement the Greater Hume Visitor Experience Plan. Delivery Plan 3.3.1.1.03	<ul style="list-style-type: none"> Currently also working on various signage projects.
Greater Hume Council Newsletters	Redesign the format and content of Council's quarterly newsletter to ensure effective and targeted content. Delivery Plan 1.2.1.1.3	<ul style="list-style-type: none"> Next Greater Hume Council Second Newsletter for 2019 is due out in November, currently finalising newsletter.
Australia Day	Recognise community leaders and their efforts and encourage others in the community to take up leadership roles. Delivery Plan 1.1.2.8.1 and 2.1.1.1.1	<ul style="list-style-type: none"> Council at the April meeting resolved to hold Australia Day 2020 in Culcairn community and Australia Day 2021 in Walbundrie community. Nomination for Greater Hume's next Top Citizens is currently under way and will be open until December 2019.
Greater Hume Tourism	The Tourism Public Forum Program is held 4 times a year in different community locations across the shire where tourism operators, event organisers and interested members of the public are invited to attend. Delivery Plan 3.3.1.1.02, 3.3.1.1.12	<ul style="list-style-type: none"> The Visitor Experience Plan was endorsed by Greater Hume Council at its March 2014 meeting. The next Tourism Public Forum will be held at Wymah. Commenced planning for new Greater Hume Visitor's Guide and Visit website. Developing Greater Hume Visitor's Guide Prospectus to go to potential advertisers.
Murray Arts	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. Delivery Plan 3.3.1.1.04	<ul style="list-style-type: none"> Greater Hume Libraries have been successful in receiving \$2760 in CASP Funding for the Representations of the Community's Soul Project - Local Greater Hume Libraries and Art Groups will help build community spirit by creating pictures of important community members or their contributions. These pictures will be displayed in a travelling exhibition in three libraries: Holbrook, Henty and Culcairn. Murray Arts is currently assisting the Walla Walla Silo Art Committee to develop an Expression of Interest to potential Visual Artists. Murray Arts is also distributing the EOI throughout its Arts networks.
Museums and Heritage	GHS currently has 10 public or private museums and three historical society's. Museum Advisor (Vanessa Keenan)– In partnership with Albury City Council and Museums and Galleries NSW we have engaged the services of a museum advisor. Delivery Plan 3.3.1.1.14	<ul style="list-style-type: none"> Finalising Community Museum Disaster Plan. Themes have nearly been finalised for the "Consequences" exhibition (formerly Aftermath). (Consequences continues the exploration of our regions unique heritage and identity through the investigation of a range of themes related to the impact of World War I in our wider region, with a focus on the social history collections of museums in Albury and Greater Hume including Woolpack Inn and Submarine Museums, Holbrook, Jindera Pioneer Museum, Culcairn Station House Museum, Wymah Museum and Headlie Taylor Header Museum at Henty.) Launch: Tuesday 12 November, 11.00am–12.00pm, @ Albury LibraryMuseum Tours have also been arranged. Regional Bus Tours A day tour of the Consequences exhibition is offered. Refreshments and lunch provided. Each bus tour is \$15 per person per day, and you can attend one or both.. Saturday 16 November, 9.00am – 4.00pm - Albury LibraryMuseum, Jindera Pioneer Museum, Culcairn Station House Museum, Headlie Taylor Header Museum Henty. Sunday 24 November, 9.00am – 4.00pm Albury LibraryMuseum, Wymah Museum, Holbrook Submarine Museum, Woolpack Inn Museum at Holbrook

TOURISM AND PROMOTIONS REPORT (September 2019)

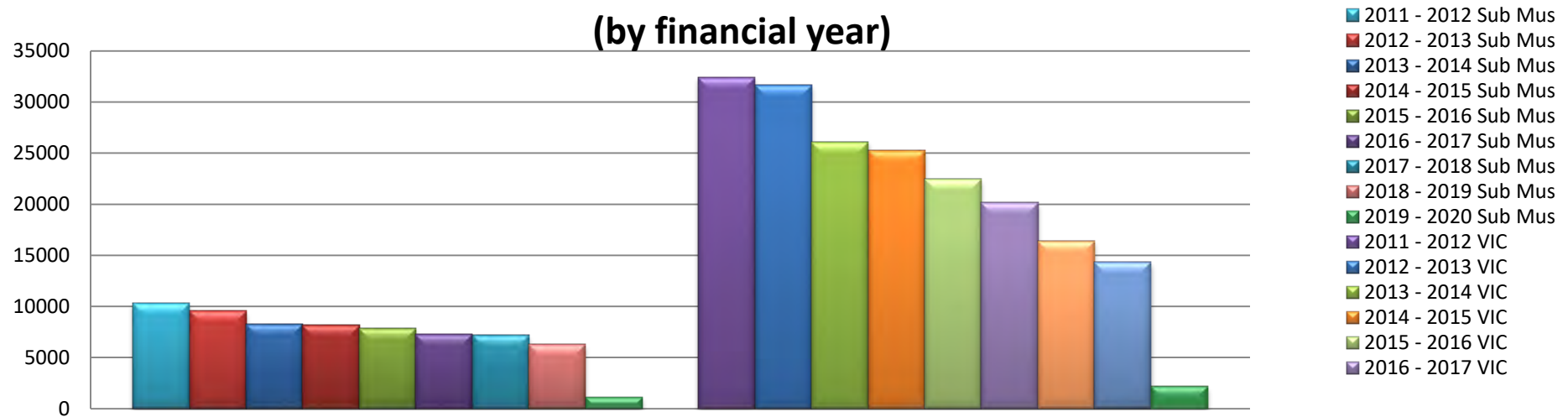
<p>Stronger Country Communities Fund</p>	<p>In early March, Greater Hume Council was notified that they had been allocated \$1,596,000 from Round 2 NSW Governments Stronger Country Communities Fund.</p> <p>Delivery Plan 3.3.1.1.04</p>	<ul style="list-style-type: none"> • Round 2 – Received confirmation that 10 projects were successful, SCCF2-0004 Bungowannah Tennis Club Fence and Water Supply, SCCF2-0630 Brocklesby Recreation Reserve - New Function Rooms, SCCF2-0643 Walla Walla Sportsground - New Function Rooms, Kiosk and Amenities, SCCF2-0658 Walbundrie Recreation Ground Refurbishment, SCCF2-0660 Jindera and Gerogery West Tennis Clubs - Court Upgrade Project, SCCF2-0691 Jindera Country Golf Club - New Putting Greens, SCCF2-0695 Jindera and District Swimming Pool - Upgrade of Facilities, SCCF2-0697 Culcairn Swimming Pool - Amenities Upgrade, SCCF2-0701 Culcairn Town Tennis Club - Facilities Upgrade, SCCF2-0659 Greater Hume - Council Halls Upgrade Project. • All projects have now commenced work. • Round 3 15 Applications have been submitted from projects across the shire such as netball courts, toilets, walking tracks, club houses, workshop for collection of artefacts, youth programs, tennis courts, shade sails and covered areas. Greater Hume's allocation is \$794,431. The Fund's focus is on community infrastructure to improve everyday living, in Round 3 there will be an increased focus on young people aged 12-24 and a broader scope of eligible projects including programs as well as local infrastructure.
<p>Murray Regional Tourism</p>	<p>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.</p> <p>Delivery Plan 3.3.1.1.04, 3.3.1.1.07, 3.3.1.1.16</p>	<ul style="list-style-type: none"> • The Murray – Best Shared During September to November Destination NSW will be conducting a Spring Campaign on the Murray Region called The Murray – Best Shared. For Greater Hume, Woomargama National Park was featured (with a recent photo and video shoot) from a Nature and Outdoors perspective, please go here to see 30 second video. Images 4, 5 and 6 in the video are from Woomargama National Park. I think you will agree they are quite stunning. https://www.visitnsw.com/destinations/country-nsw/the-murray, then scoll down to video. • Murray Farm to Plate Project: <ul style="list-style-type: none"> ○ The Food and Agritourism Opportunities Report has now been released. The Regional Food Group Eastern Cluster have now held two phone meetings to commence development of a group. The Tourism and Promotions Officer is handling inquiries regarding this group.
<p>New Council Website</p>	<p>Develop a new Greater Hume Council website including a dedicated Have Your Say portal which is compliant with accessibility standards.</p> <p>Delivery Plan 1.2.1.1.4</p>	<p>At Council's March meeting SeamlessCMS(OpenCities) was approved to build and implement a new Greater Hume Council website. The Greater Hume Council website went live on 4 December. The Greater Hume Town Subsites are now live with all old sites now transferred to the new sites. The Greater Hume Children Services site is now live.</p> <p>There will still be a lot to do on all sites and it is envisaged it will take all of 12 months to develop new functionality on the new sites.</p> <p>Go to next page for website statistics (Statistics on other new sites will be shown two months after they go live).</p>

**TOURISM AND PROMOTIONS REPORT
(September 2019)**

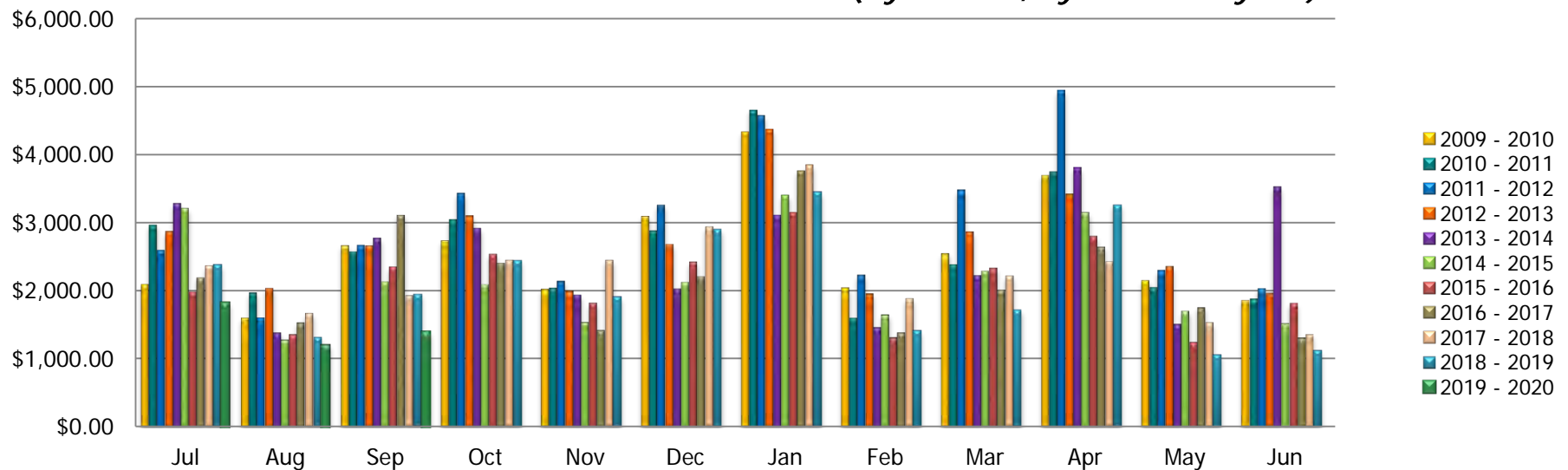
	Website Traffic		Device Paths			Traffic Source				Bounce Rate
	New	Returning	Desktop	Mobile	Tablet	Organic	Referral	Direct	Social	%
Greater Hume Council Website (www.greaterhume.nsw.gov.au) Statistics:										
Sept 2019	2648	1137	1626	1411	333	2436	161	646	179	55.97
Sept 2018	2346	983	1536	1174	284	2121	281	538	93	54.94
Visit Greater Hume Website (www.visitgreaterhume.com.au) Statistics:										
Sept 2019	642	87	239	342	91	507	127	43	4	69.42
Sept 2018	603	78	242	298	94	452	102	80	9	68.11
Greater Hume Children Services Website (www.ghchildren.com.au) Statistics:										
Sept 2019	187	125	134	152	26	171	28	98	15	48.40
<p>www.greaterhume.nsw.gov.au - top pages:</p> <ol style="list-style-type: none"> 1. Your Greater Hume Council – Careers With Us 2. Living in Greater Hume – Waste Facilities Opening Times Charges and Accepted Waste 3. Contact Us 4. Your Greater Hume Council – Council Meeting 5. Your Greater Hume Council – Building and Development <p>www.visitgreaterhume.com.au – top pages:</p> <ol style="list-style-type: none"> 1. Event – Hume League Football and Netball Grand Final 2. Event – Walbundrie Agricultural Show 3. Explore – History and Heritage 4. Destinations – Holbrook 5. Accommodation – Culcairn Caravan Park <p>www.ghchildren.com.au – top pages:</p> <ol style="list-style-type: none"> 1. Enrol Your Children 2. Information for Families 3. Meet Our Team 4. Business Opportunity for Greater Hume Children Services 5. What's happening in our Service Community 										

**TOURISM AND PROMOTIONS REPORT
(September 2019)**

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



Submarine Museum Admission Dollars (by month, by financial year)



GREATER HUME SHIRE COUNCIL

Schedule of the Director Corporate Community Services' Schedule of Information to Council Meeting -
Wednesday 23rd October 2019

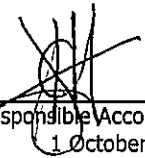
COMBINED BANK ACCOUNT FOR THE MONTH ENDED September 30th, 2019**CASHBOOK RECONCILIATION**

	General Fund	Trust Fund
General Ledger Cashbook Balance as at 1st September 2019	201,068.00	52,781.04
Cashbook Movement as at 30th September 2019	-233,711.30	0.00
Less: Term Deposits included in Cashbook Balance (Trust only)	0.00	0.00
General Ledger Cashbook Balance as at 30th September 2019	<u>-32,643.30</u>	<u>52,781.04</u>

BANK STATEMENT RECONCILIATION

Bank Statement Balance as at 30th September 2019	NAB	\$0.00	52,781.04
	Hume	\$10,354.27	
	Bendigo	\$357.59	
	WAW	\$0.00	
	Total	<u>10,711.86</u>	<u>52,781.04</u>
(LESS) Unpresented Cheques as at 30th September 2019		-47,363.30	0.00
(LESS) Unpresented EFT Payments as at 30th September 2019		0.00	0.00
PLUS Outstanding Deposits as at 30th September 2019		4,008.14	0.00
PLUS / (LESS) Unmatched Cashbook Transactions 30th September 2019		0.00	0.00
Cashbook Balance as at 30th September 2019		<u>-32,643.30</u>	<u>52,781.04</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
1 October 2019

This is page no.1 of Schedule No.1 of the Director Corporate & Community Services' Schedule of Information to Ordinary Council Meeting held on 23rd October, 2019

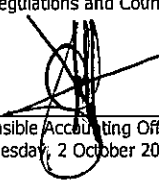
GENERAL MANAGER

MAYOR

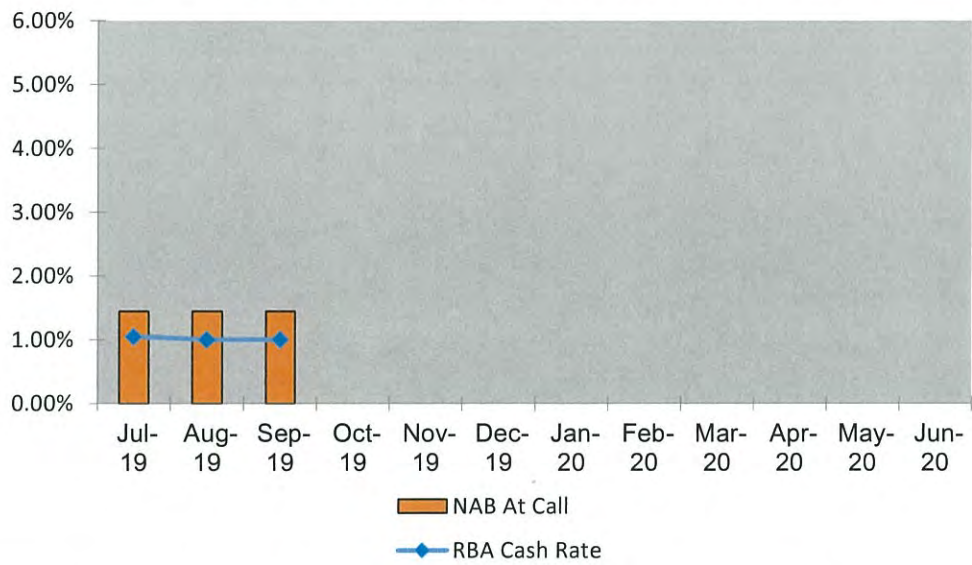
**GREATER HUME SHIRE COUNCIL
COMBINED INVESTMENT ACCOUNT - MONTH ENDED 30 September 2019**

Investment Number	Financial Institution	Rating	Amount Invested	Interest Rate %	Term (Days)	Date Invested	Maturity Date
<u>National Australia Bank</u>							
GHS191	NAB	A- 1+	500,000.00	2.50%	183	07-Apr-19	07-Oct-19
GHS204	NAB	A- 1+	500,000.00	2.35%	184	18-May-19	18-Nov-19
GHS206	NAB	A- 1+	500,000.00	2.35%	184	22-May-19	22-Nov-19
GHS197	NAB	A- 1+	500,000.00	1.70%	184	28-Aug-19	28-Feb-20
GHS184	NAB	A- 1+	500,000.00	2.15%	274	06-Jun-19	06-Mar-20
GHS180	NAB	A- 1+	500,000.00	1.70%	183	13-Sep-19	14-Mar-20
	NAB	A- 1+	<u>5,951,211.60</u>	1.45%	@ Call	27-Apr-09	Variable
			<u>8,951,211.60</u>				
<u>Hume Bank</u>							
GHS193	HUME	Unrated	500,000.00	2.80%	365	29-Dec-18	29-Dec-19
GHS190	HUME	Unrated	500,000.00	2.10%	184	08-Aug-19	08-Feb-20
GHS054	HUME - Trust	Unrated	65,064.84	2.60%	366	01-Mar-19	01-Mar-20
GHS189	HUME	Unrated	500,000.00	2.30%	275	07-Jul-19	07-Apr-20
GHS251	HUME	Unrated	46,751.06	2.50%	366	02-May-19	02-May-20
GHS074	HUME	Unrated	500,000.00	2.60%	366	05-May-19	05-May-20
GHS192	HUME	Unrated	500,000.00	2.60%	366	08-May-19	08-May-20
GHS160	HUME	Unrated	500,000.00	2.40%	366	19-Jun-19	19-Jun-20
GHS200	HUME	Unrated	500,000.00	2.40%	366	20-Jun-19	20-Jun-20
GHS205	HUME	Unrated	500,000.00	2.40%	366	23-Jun-19	23-Jun-20
GHS142	HUME - Trust	Unrated	48,232.89	2.30%	366	30-Jun-19	30-Jun-20
GHS203	HUME	Unrated	500,000.00	2.10%	366	20-Jul-19	20-Jul-20
GHS155	HUME	Unrated	500,000.00	2.10%	366	25-Jul-19	25-Jul-20
GHS123	HUME	Unrated	<u>500,000.00</u>	2.10%	366	29-Jul-19	29-Jul-20
			<u>5,660,048.79</u>				
<u>Bendigo Bank</u>							
GHS187	BENDIGO	A-2	500,000.00	2.05%	92	07-Jul-19	07-Oct-19
GHS177	BENDIGO	A-2	500,000.00	1.85%	92	07-Aug-19	07-Nov-19
GHS165	BENDIGO	A-2	300,000.00	2.40%	210	21-Apr-19	17-Nov-19
GHS207	BENDIGO	A-2	500,000.00	2.40%	210	21-Apr-19	17-Nov-19
GHS182	BENDIGO	A-2	500,000.00	1.85%	122	07-Aug-19	07-Dec-19
GHS186	BENDIGO	A-2	500,000.00	2.40%	214	07-May-19	07-Dec-19
GHS161	BENDIGO	A-2	500,000.00	2.40%	214	09-May-19	09-Dec-19
GHS098	BENDIGO	A-2	250,000.00	2.35%	214	06-Jun-19	06-Jan-20
GHS185	BENDIGO	A-2	500,000.00	2.35%	214	07-Jun-19	07-Jan-20
GHS203	BENDIGO	A-2	500,000.00	1.55%	182	20-Sep-19	20-Mar-20
GHS199	BENDIGO	A-2	<u>500,000.00</u>	1.55%	182	28-Sep-19	28-Mar-20
			<u>5,050,000.00</u>				
<u>WAW Credit Union</u>							
GHS169	WAW	Unrated	500,000.00	2.65%	183	05-Apr-19	05-Oct-19
GHS151	WAW	Unrated	600,000.00	2.25%	92	31-Jul-19	31-Oct-19
GHS128	WAW	Unrated	450,000.00	2.55%	153	08-Jun-19	08-Nov-19
GHS168	WAW	Unrated	500,000.00	2.55%	153	10-Jun-19	10-Nov-19
GHS179	WAW	Unrated	500,000.00	2.30%	123	11-Jul-19	11-Nov-19
GHS159	WAW	Unrated	500,000.00	2.55%	153	11-Jun-19	11-Nov-19
GHS121	WAW	Unrated	300,000.00	2.30%	123	22-Jul-19	22-Nov-19
GHS149	WAW	Unrated	500,000.00	2.30%	120	23-Sep-19	21-Jan-20
GHS202	WAW	Unrated	500,000.00	2.45%	270	19-May-19	13-Feb-20
GHS198	WAW	Unrated	500,000.00	2.10%	240	25-Jul-19	21-Mar-20
GHS105	WAW	Unrated	400,000.00	2.55%	300	04-Jun-19	30-Mar-20
GHS166	WAW	Unrated	17,508.48	2.50%	365	17-May-19	16-May-20
GHS208	WAW	Unrated	<u>500,000.00</u>	2.50%	365	21-May-19	20-May-20
			<u>5,767,508.48</u>				
General Fund Total			25,251,211.60				
Trust Fund Total			<u>177,557.27</u>				
			<u>\$25,428,768.87</u>			Total Investment at	30-Sep-19
				2.08%		Average Rate of Interest on Investment	
				2.28%		Average Rate of Interest over 12 Months	

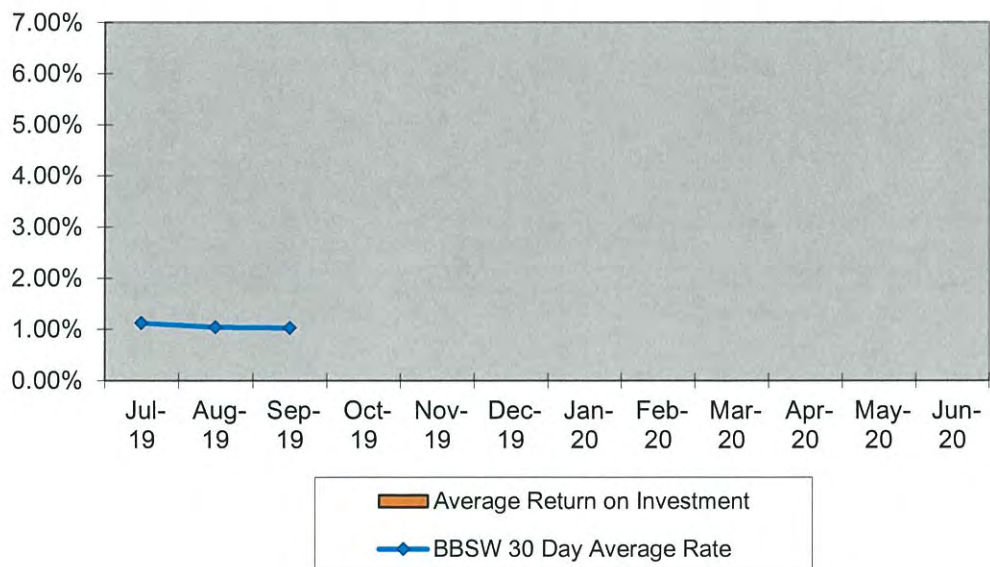
This is the Schedule of Investments presented to Council for consideration on 23rd October 2019. I hereby certify that the investments have been made in accordance with Section 625 of the Local Government Act, 1993, the Regulations and Council's Investment Policy.


 Responsible Accounting Officer
 Wednesday, 2 October 2019

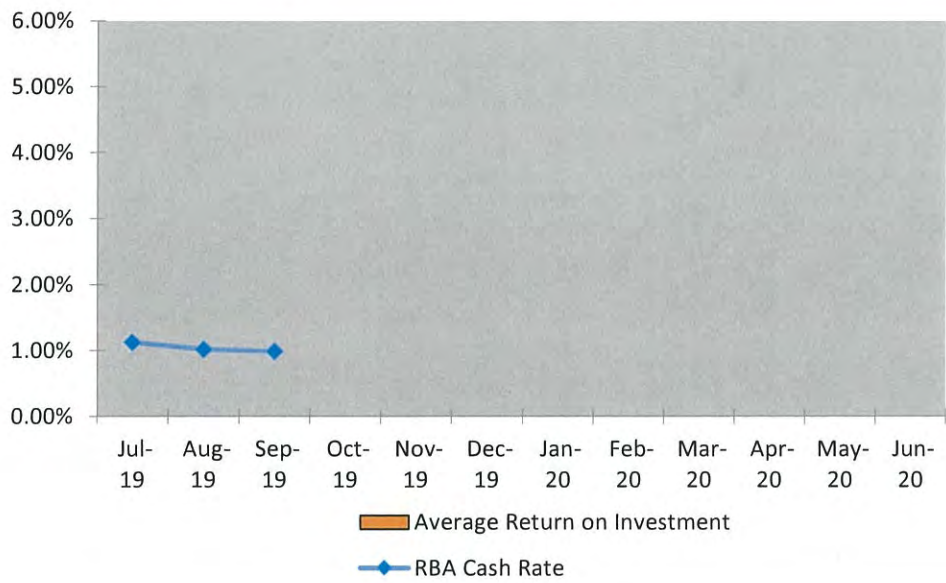
Cash Fund Performance Against RBA Cash Rate



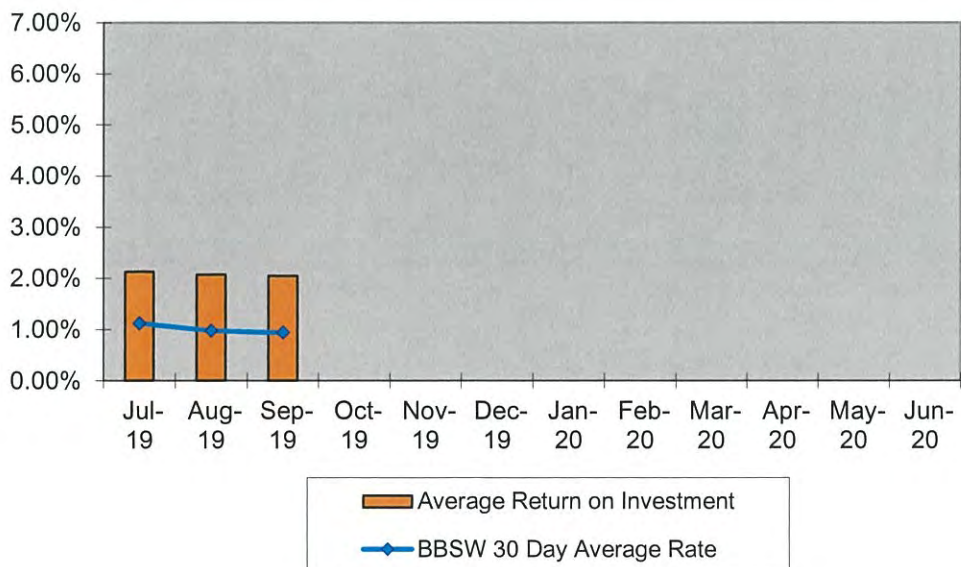
30 Day Term Deposit Performance Against BBSW Index



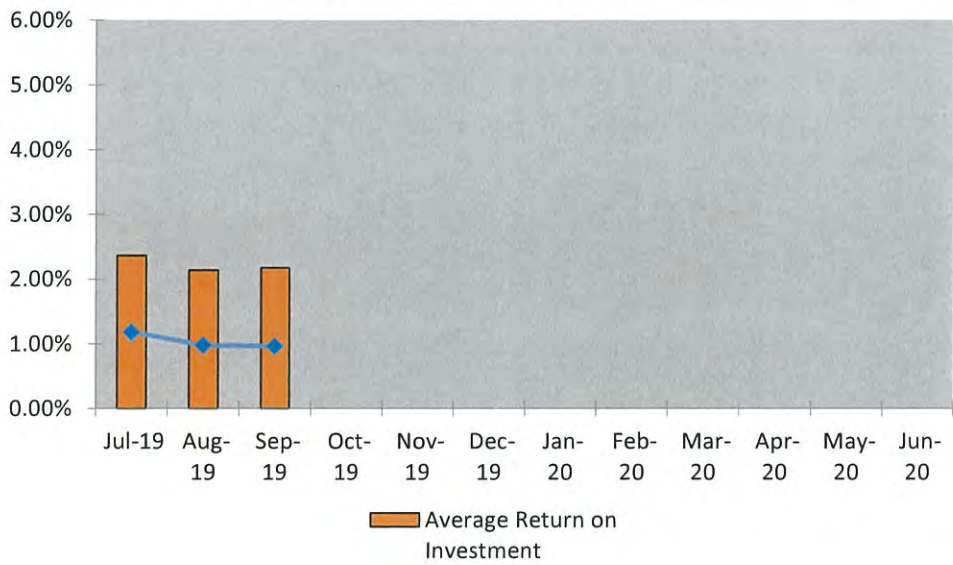
60 Day Term Deposit Performance Against BBSW Index



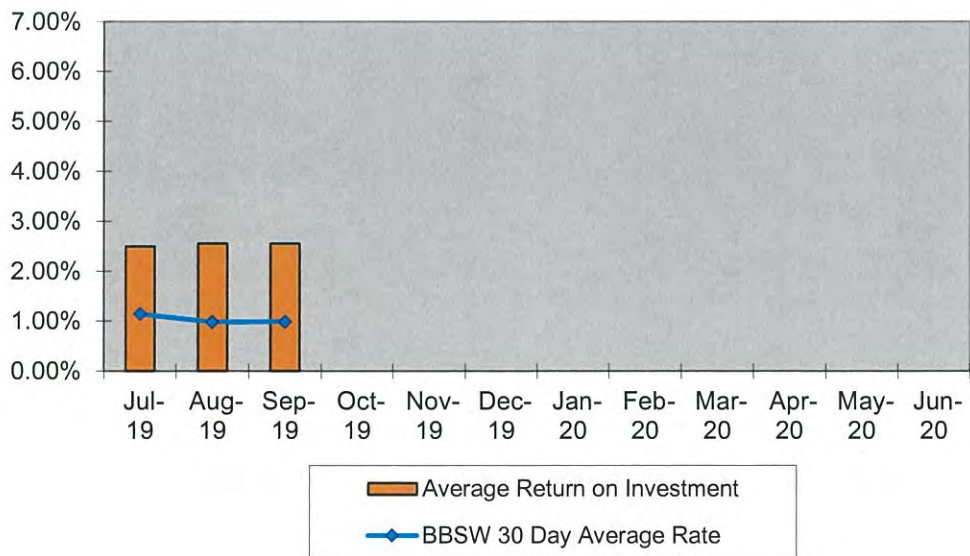
90 Day Term Deposit Performance Against BBSW Index



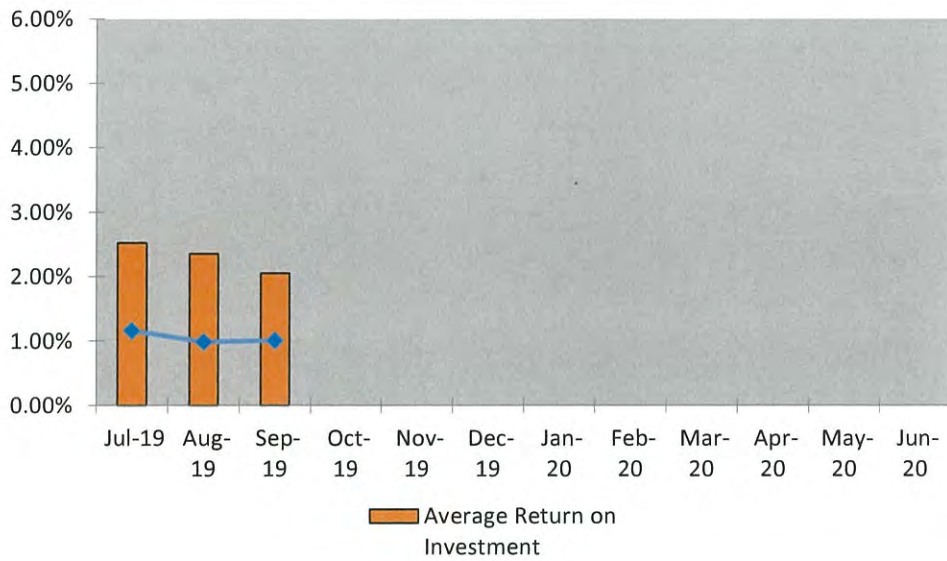
120 Day Term Deposit Performance Against BBSW Index



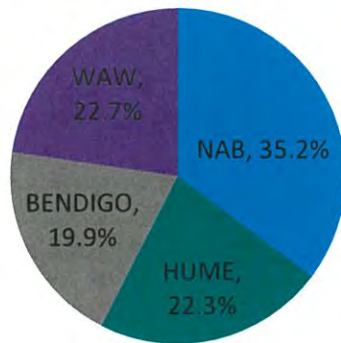
150 Day Term Deposit Performance Against BBSW Index



180 Day Term Deposit Performance Against BBSW Index



INVESTMENT DISTRIBUTION



Applications Approved

c_dm073 **Approved Between 1/09/2019 and 30/09/2019** **15/10/2019**

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days	
DA/2019/3	Applicant: Geelong Leather 81 Schnaars RD CULCAIRN Lot: 199 DP: 813076	New Shed-Awning	\$86,365	4/01/2019	Approved	11/09/2019	17	234	17
DA/2019/47	Applicant: D J Symonds 11 Jarick WY JINDERA Lot: 111 DP: 1238348	New Commercial Shed	\$100,450	10/04/2019	Approved	6/09/2019	19	131	19
DA/2019/51	Applicant: Habitat Planning 9 Dickson ST West WOOMARGAMA Lot: 12 DP: 264295	Relocation of Existing Dwelling New Deck & Carport	\$35,000	15/04/2019	Approved – Councillors	25/09/2019	115	49	115
DA/2019/75	Applicant: A G Dunn 128 Huon ST GEROGERY WEST Lot: 21 DP: 1130624	New Shed	\$74,500	20/06/2019	Approved – Councillors	25/09/2019	32	66	32
DA/2019/91	Applicant: J A Kimpton 5 Pomegranate DR JINDERA Lot: 209 DP: 1237080	New Shed	\$14,053	12/07/2019	Approved	16/09/2019	4	63	4
DA/2019/96	Applicant: T J Davies 158 Albury ST HOLBROOK Lot: A DP: 403920 Lot: 1 Sec: 30 DP: 758522 Lot: 2 Sec: 30 DP: 758522	Change of Use & Partial Demolition	\$0	24/07/2019	Approved	27/09/2019	16	50	16
DA/2019/100	Applicant: T J Phegan 8 Davis DR JINDERA Lot: 16 DP: 1006644	Shed Extension	\$40,000	7/08/2019	Approved	11/09/2019	36	0	36
DA/2019/101	Applicant: Cavalier Homes Albury	New Dwelling & Garage	\$493,000	8/08/2019	Approved	6/09/2019	30	0	30

Applications Approved

c_dm073

Approved Between 1/09/2019 and 30/09/2019

15/10/2019

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days	
	32 Beatrice RD BURRUMBUTTOCK Lot: 3 DP: 1057430								
DA/2019/105	Applicant: A C Livingston 72 Elizabeth ST GEROGERY WEST Lot: 55 DP: 813682	Convert Garage to Granny Flat - As Built	\$15,000	15/08/2019	Approved	16/09/2019	33	0	33
DA/2019/106	Applicant: D H Keogh 13933 Hume HWY MULLENGANDRA Lot: 192 DP: 753350	New Shearing Shed Holding Yards & Shed	\$50,000	19/08/2019	Approved	10/09/2019	23	0	46
DA/2019/107	Applicant: Walpole Surveying Pty Ltd 248 Ralvona La HOLBROOK Lot: 258 DP: 753330	2 Lot Subdivision	\$0	19/08/2019	Approved – Councillors	25/09/2019	38	0	38
DA/2019/108	Applicant: B L Cross 41 Wilson ST HOLBROOK Lot: A DP: 389758	New Carport	\$6,477	22/08/2019	Approved	10/09/2019	20	0	20
DA/2019/110	Applicant: WSP Australia Pty Ltd 193-199 Albury ST HOLBROOK Lot: 2 DP: 807025	Demolition & Remediation Works	\$200,000	23/08/2019	Approved	13/09/2019	22	0	22
DA/2019/111	Applicant: Shed Boss 219 Hawthorn RD JINDERA Lot: 2 DP: 771368	New Shed	\$19,719	23/08/2019	Approved	17/09/2019	26	0	26
DA/2019/112	Applicant: All Mod Steel Buildings 49 Balfour ST CULCAIRN Lot: 1 Sec: 4 DP: 2211	New Carport	\$9,972	29/08/2019	Approved	19/09/2019	22	0	22
DA/2019/116	Applicant: Spiire	2 Lot Subdivision	\$0	5/09/2019	Approved	26/09/2019	22	0	22

Applications Approved

c_dm073 **Approved Between 1/09/2019 and 30/09/2019** **15/10/2019**

Application No.	Location	Development Type	Est. Cost	Received	Determination	Total Elapsed Days	Stop Days	Adjusted Elapsed Days	
	1139 Gerogery RD JINDERA Lot: 102 DP: 1072523								
DA/2019/117	Applicant: Habitat Planning 7 Bond ST HOLBROOK Lot: 209 DP: 753340	Change of Use - Seed Cleaning		\$0 5/09/2019	Approved	26/09/2019	22	0	22
DA/2019/118	Applicant: Peter Bowen Homes 6 Cade CT JINDERA Lot: 16 DP: 1249885	New Dwelling & Garage	\$267,500	6/09/2019	Approved	26/09/2019	20	1	20
CDC/2019/32	Applicant: Waterline Building Services Pty 1953 Howlong Burrumbuttock RD BURRUMBUTTOCK Lot: 9 DP: 1057430	New Dwelling	\$302,076	4/09/2019	Approved	17/09/2019	14	0	14
CDC/2019/33	Applicant: Afonso Building Solutions 10 Cade CT JINDERA Lot: 14 DP: 1249885	New Dwelling & Garage	\$282,040	4/09/2019	Approved – Private Certifier	4/09/2019	1	0	1
CDC/2019/34	Applicant: Afonso Building Solutions 6 Mulgrave RD JINDERA Lot: 520 DP: 1236708	New Dwelling and Garage	\$260,170	9/09/2019	Approved – Private Certifier	9/09/2019	1	0	1

Report Totals & Averages	Average Elapsed Calendar Days: 54.76	Total Elapsed Calendar Days: 1150.00
Total Number of Applications : 21	Average Calendar Stop Days: 28.29	Total Calendar Stop Days: 594.00
Total Estimated Cost : 2,256,322.00	Average Adjusted Calendar Days: 26.48	Total Adjusted Calendar Days: 556.00

CULCAIRN COMMUNITY DEVELOPMENT COMMITTEE MEETING 24TH SEPTEMBER 2019,
7PM, CULCAIRN COUNCIL CHAMBERS

PRESENT: Glenice Miller, Terry Weston, Ken Scheuner, Paul Wilksch, Lolita Landman, Gary Kenney, Michelle Goode & Kirsty Wilksch, (Greg Blackie and Karen Schoff later)

APOLOGIES: Les Frazer, Lynnette O’Rielly, Jennifer Christensen and Diane McElwaine (late email)

NEOEN the company proposing the Culcairn Solar Farm spoke to us, about the project. We had Antoine and Michelle, who explained some of the community advantages. There would be 300-500 people on site during construction, as much as possible local businesses and people would be utilised and \$75,000 a year would be available for the local community in some form (ie a grants system perhaps) for the life of the project (25years). The Development Application will hopefully be lodged in late October, there will be a public viewing for 28 days for this. There is still a long process to go before actual approval. Bus trips are being organised to see some of their other sites in varying stages of construction. The first one Wednesday 2nd of October. Email to be sent around about it. (they then left)

Greg Blackie and Karen Schoff then joined us- Greg told us what is happening around Culcairn:

- 1 Bin surrounds, showed us the designs, 10 new bins will be installed before Christmas in Balfour Street.
- 2 New irrigation system completed at the bus terminal area. This will be green all summer.
- 3 The RV dump point is in! working etc, some more signage to be installed, but it looks great. A large car park there now.
- 4 The long parking/RV parking around the corner of the Pub in Henty West Street has been sealed, looks fantastic. Trees to be planted this week (Wed 25/9) Gary questioned placing of one near the Lutheran Church because of hearse parking for funerals. Greg and Gary to check site.
- 5 Skate park in, some more seating, a drinking fountain, bin and some bollards to keep cars out will be done. No fencing happening. Official opening early December on a Saturday.
- 6 Carpark beside Memorial hall been fixed up, old toilet block levelled.
- 7 All street lights in Culcairn will be LED by next year. No new street lights will be installed until then. The two in the bus terminal will be replaced still.
- 8 Palm trees, for island in front of the Public School, having trouble sourcing them- Karen offered some from her farm that are going to be removed anyway.

Disabled access- to delay this work until the drainage and extending the footpath work will mean this isn’t addressed for 4-5 years, as it is a major (\$1.6 million project) Greg has suggested the existing footpath could be overlaid to raise the height at the shop entrances. This would eliminate the need for ramps at all but 2 shops. This is what Henty did. The drop off angle isn’t changed much as the footpath will be extended a metre to cover the new drainage. Estimate cost of

this from the Red Cross shop around to the Chemist/end of shops under veranda is \$100,000. To fix up the footpath in front of the Pub would be another \$100,000. There is \$50,000 allocated in this year's budget for access ramps into shops. Karen moved that the current ramp project earmarked for Culcairn be put on hold until sufficient funding is obtained for a raise concrete sidewalk starting at the western end of Balfour St from the Red Cross building extending all the way to the end of Railway Parade finishing at Henty St West past the Culcairn Hotel, and that the \$50,000 already earmarked for this project be used to facilitate all plans and any other cost associated with the new proposed all capability access concrete sidewalk. seconded Gary and carried. A letter to be written to request this to Council.

- 9 Because there is roughly 4 years before these works will be completed, the secretary to write a letter of support to the Council for them to send onto the building owners informing them of the planned works and the opportunity for them to be involved, ie with the veranda posts-some might need re-placing and the suggestion for all person access that they look at installing automatic doors at their entrances. Greg to email a break down of this project so we can request it for budget allocation in the coming years. (Greg then left)

OTHER BUSINESS

1. Christmas decorations- Marg from Council has suggested she will apply for a ARTC grant for some red bows (cost \$30 each and are 24 inches long(?)) then there was much discussion about Christmas decoration ideas, a large star on the top of the Lion's clock in the Roundabout, lights coming down from that circling like a maple pole effect. Large steel cut outs set up under the palm trees in the Christmas theme, (these could be removed and have steel cut outs of trains for the rest of the year, or some show themed ones for the month before the show etc... ?!) lights around the trunks of the Palm trees.
2. Lynnette requested we discuss a men's breakfast idea on Wednesday the 23rd of October, prior to an information session on men's health-Gary to find out more information about it to put in the Oasis.
3. **Australia Day**- main breakfast ingredients to be sourced locally, bread rolls from Culcairn Bakery, eggs from Walla West farm, bacon from Culcairn Butchery (Wilksch bacon) to promote buying locally. Karen moved and Gary seconded and carried that we do this.
4. **Australia Day**-Michelle explained her idea of a eucalypt tree structure covered in chicken wire that is then covered by leaves decorated by school children from all the schools in the shire. She is happy to contact/go to all the schools and get them involved in the next term. She has spoken to the men's shed, they are excited to make the structure. Michelle to go ahead with the idea.
5. **Support letters**, the secretary has written a letter of support for a grant application by Susan Kane (GHS) for a program called 'Adulging 101' for teenagers. The Oasis is applying for a community grant and want a letter of support, but also to be auspiced

by this committee. As far as we know, the Oasis was a sub-committee of this committee and therefore under our umbrella-secretary to write the letter.

6. **Asbestos money**-moved by Karen seconded Michelle that the asbestos money (about \$5,000) be used to buy christmas lights. Carried.

Meeting closed at 9.30 pm **NEXT MEETING 7.30 15TH OF OCTOBER. Daylight saving-7.30 start!!!**

HENTY COMMUNITY DEVELOPMENT COMMITTEE

MEETING MINUTES 30/09/2019

Meeting Opened: 6.30PM

Present: Graham Klemke, Neil Meyer (Chairperson), Garry Small, Yvonne Booth, Steph Bedggood, Jessica Kane, Deputy Mayor Doug Meyer

Apologies: Dennis Kane

Minutes of the last Meeting:26-08-2019

Moved: Graham Klemke, Seconded: Steph Bedggood

Business Arising: Carried through to General Business

Treasurers Report:

Attached Report provided by Dennis Kane. Closing Balance: \$186.18
1 cheque to be distributed \$20.20

Moved: Dennis Kane, Seconded: Gary Small

Correspondence:

IN:

- GHC Susan Kane Letter of request for support Stronger community Grants 2/09/2019. Email forwarded 2/9/2019
- GHC Marg Killalea-Red Bow campaign Emails 10/09/2019, 16/09/2019, 18/09/2019, 24/09/2019 (Example emailed 27/09/2019) Chain of emails for grants from Riverina water.
- GHC 20/09/

OUT:

- Letter support GHC Youth Grant Application from Stronger Community Grants
- Letter of support to Holbrook Rotary Club for Red Bow Campaign
- See attached list to Business and sporting organisation (4 in total)

Greater Hume Shire Council Report:**Doug Meyer (Deputy Mayor)**

- Discussion Riverina Water Grants
- Discussion Re Solar Power – No decision likely till next year.
- Discussion Re State of Henty Cemetery
 - Plinths approximately completed halfway.
 - Possible town working bee.
 - Number of spaces left – Research being conducted.

General Business

1/ Off the Leach area Smith street:

UPDATE

- GHC (Colin Kane) investigating availability of Land.
- Garry Small presented some costing and will continue with further costings on the project. Cost will be forwarded to secretary and then presented to Colin Kane.
- No response from Council as of yet. Discussion on Government Dam Site as another potential location.

2/ Facebook' page... an ongoing project. Community Opportunity Log

Update: Jess Kane

- Use and popularity of our page is increasing.
- Positive feedback reported being received.
- As at Sept 27 reach for month was 3009 with 271 engagements. See report

3/ Sign Railway Parade (Shopping Centre) Bendigo Bank announced construction of Electronic.

Update: Jess & Steph

- *Price for advertising has been settled on \$65 for 48.5 hours exposure over 13 weeks. We will send out a invitation letter to all business houses this week. They fill in the form and take it to the bank.*

4/ PROJECT: Cleanup Railway yard beside Dales Funeral Service and South side of Sladen Street

UPDATE: Deputy Mayor Doug Meyer discussed recent meeting on site with Justin Clancy, Steve Pinnick and others. Positive feedback

NOTHING NEW TO REPORT

5/ *Welcome Packs* – Discussion re content- Approach retailers/businesses to provide vouchers etc., Information pack

UPDATE; Yvonne Booth

- Another pack to be distributed. 3 given out in total. Only one voucher returned.

6/ HCDC Award nomination program for Australia day **August**.

Nominees:

EVENT of the YEAR: Henty Football Club Indigenous Round

Citizen of the Year: Bruce Diffey Henty Bowling Club volunteer, Past President of Showground Management Committee, Passed Henty Football Club Official and Player, Past Henty Cricket Club Official and Player (Spoken to Maureen Janetzki and Allison Scott re Bruce's Bio)

Junior Citizen of the year: CRAD- Unable to nominate due to criteria however GHC has suggested some type of special award be given on Australia Day

Still need to find junior citizen to nominate.

Jess to email Billabong High School, St Paul's Walla College and Emily Jones (Greater Hume Shire Council Youth Advisory Committee) for possible suggestions.

Will finalise over the next month

7/BUSINESS Meetings:

UPDATE:

- 26 Businesses attended with approximately 45 people being present.
- Business survey was distributed with 20 businesses replying. Excellent result
- See attached summary from Vickie Burkinshaw
- Overall Businesses responses were positive and indicated that local business community are interested in working with the HCDC to build local and tourist trade.

9/ Street Scape meeting report: *See previous report*

10/ *Grant Workshop – Wednesday 4th September -Send Three members to the evening? Share with Sporting Volunteer groups and encourage attendance.*

- Motion: HCDC Send 3 members (Dennis Kane, Jessica Kane & Steph Bedggood) to workshop. Moved Graham Klemke. Seconded Neil Meyer
- Attended participants now have a good understanding of what is required. Contact was made with Henty Football Club. Henty Cricket Club and Henty Tennis Club both encouraging an application and offering assistance to fill in the application but unfortunately no interest was received.

- Discussion from committee about whether this is an issue of committees needing greater support and how the HCDC can facilitate this.

FROM THE FLOOR:

Nil.

Next Meeting: Monday 28/10/2019 at 6.30pm.

Meeting Closed:7.20pm

RISK – RWHS Committee Meeting Agenda

Agenda	
Day, Date	Thursday, 12 September 2019
Time, Location	9.30am, Jindera Office
Apologies	
Attending	Deanne Burr, Aaron Dixon Jackie Lister, Bill Heriot, Camilla Webb, Jackie Lister, Connor Newnham, Mark Lister, Michael Oliver, Greg Blackie, Andrew Shaw, Jessica Winnett, Andrew Shaw, Hunter Martin
Minutes of previous Meeting	13 June 2019
Business Arising from previous Minutes	<ul style="list-style-type: none"> - History signage being erected around Jindera – Repairs about to take place - SafeWork PERforM Workshop – potential SC Grant opportunity - Defibs for Council facilities – Henty Pool - New Children Services – inspections, EP etc. – Henty to be completed
General/New Business	<ol style="list-style-type: none"> 1. Correspondence - Nil 2. Risk <ol style="list-style-type: none"> a. StateWide 2018/19 Continuous Improvement Program b. Solar sensor lighting for staff carpark in Culcairn - Completed 3. WHS <ol style="list-style-type: none"> a. StateCover Grant 2017-18 b. GHC Risk/WHs Policy reviews/updates c. Inspections – Culcairn and Jindera Depot completed d. Undercover carpark at rear of Culcairn office – Directors, Rangers and Council vehicles only and two extra car-parks to be installed at Holbrook and Culcairn Office e. Alcohol & Other Drugs Policy 4. Emergency Management <ol style="list-style-type: none"> a. Review status and identify ongoing tasks 5. New/Other Business <ol style="list-style-type: none"> a. RMEA
Review of Risks/Hazards/Incidents	72 incidents
Review of Claims	General claims
Training/Activities	See below
Next Meeting	12 September 2019, Jindera Office 9.30am

Minutes

Meeting held 12 September 2019 at Jindera Office

PRESENT

Children's Services, Jindera CH	Deanne Burr - Apology
Culcairn Depot	Aaron Dixon
Culcairn Office, Jindera Office, Henty Office	Jackie Lister Jessica Winnett Max Trimble – Not Present
Facilities, Landfills	Andrew Shaw
LEMO, Water & Waste Water	Michael Oliver
Holbrook Depot	Bill Heriot Hunter Martin
Holbrook Office, CTC, VIC	Camilla Webb - Apology Mark Lister - Apology
Jindera Depot	Lee Tooney – Not Present Conner Newnham Greg Woods (backup)
Management Rep	Greg Blackie

DISTRIBUTION

All Staff (email)

Staff Noticeboards (hardcopy)

Business Arising from previous Minutes	Action By	% Complete
History signage being erected around Jindera could pose a risk to residents as some is positioned to close to footpaths etc.	Greg	80%
SafeWork NSW workshop 17/05/2018 attended by Jackie & Di on PERforM (participative ergonomics for manual handling). - TRAIN THE TRAINER PROGRAM – Aaron, Lee, Bill, Trent, Deanne & Jess Consider putting this program up for next StateCover Grant submission – discussed with MANEX July 2018; awaiting Grant info from SC Defibs – all pools have one. - Consider implementing one at the 3 office locations - Consider Culcairn Depot (MANEX DECISION), as most operational training activities are held there.	Jackie/Di	10%
General/New Business	Action By	% Complete
1. Correspondence		

Nil		
2. Risk	Jackie	
<p>StateWide 2019-2020 CIP (IX:):</p> <ul style="list-style-type: none"> - 5% - Risk Group Meeting (RERMG) Attendance <ul style="list-style-type: none"> o Attended Griffith 15/5/2019 Jessica Winnett & Jackie Lister, 13 August 2019 Coolamon – Jackie & Ken Attended + MSMP W/shop Next meeting 13 & 14 November Wagga + Contractor Mgt W/shop - 5% - Conference Attendance <ul style="list-style-type: none"> o 29-30 August 2019 – Jackie Attending - 40% - CIP Workbooks: Sporting Facilities, Risk Culture, Cyber and Contract Management (IX:): <ul style="list-style-type: none"> o Draft CIP workbook not yet released o Finalised CIP workbook 31/03/2020 o StateWide CIP workbook review 04/2020 - 20% - Board Initiative – 1 Participation <ul style="list-style-type: none"> o Governance Framework Training scheduled for 10 Sept 2019 (1-5pm) o Officer Due Diligence Workshop & Assessment - TBA - 30% - System Improvement – strategic or operational risk, MANEX endorsed and reviewed <ul style="list-style-type: none"> o Contract Management o New Mine Safety Management Plan o StateWide final RMAP review 03/2020 - Round Up – Parks and Garden's are continuously receiving abrupt feedback from the public because of Council's use of Round Up. Advice given – fill out incident reports for each time employees are approached/send emails to Jackie. Suggestions of having a further discussion or placing an advert in local newsletters. - Light on south face of Holbrook Depot Shed – Aaron to organise 	Jackie; Audit, Risk & Improvement (ARI) Committee; Greg & IT to review and update CIP workbooks according to progress	10%
3. WHS	Jackie-Safety	
<p>StateCover Grant 2017-18: High-risk Plant & Equipment Assessments – all assessments completed and required actions in progress; the most urgent action being replacement of the Patching Truck Holbrook – in progress via Director Eng. Grant finalised and report sent to StateCover. Carried-over: Technology to be implemented for Plant Assessor pre-start checks and Work-group to be formed to develop procedure once mechanic recruitment finalised and settled-in. Stevecover grant – All staff training Day</p>	Max / Greg / Mechanics	80% SC Grant Finalised, Report Submitted
<p>StateCover WHS Audit Report 2018 – audit results trending similar to last year with improvement noted for volunteer mgmt, hazardous noise, infection control, preventative maintenance, asbestos, WHS audits and mgmt. review. Many of these are already in progress.</p> <p>StateCover WHS Audit 2019/20 completed</p>	Jackie	40%

<p>GHC Risk/WHS Policy Review Schedule – all policies and procedures to be reviewed over next 12 months, commencing with those affected by the recent legislative changes, then prioritised by workplace need:</p> <ul style="list-style-type: none"> - WHS Policy – major revision (IX: 291770) – finalised - Workplace Health & Injury Management Policy – revised (IX: 291771) – finalised - WHS Consultation Policy (to be rescinded & replaced with procedure) – finalised - Risk & WHS Consultation Procedure – (IX: 294312) – finalised - Disaster Recovery Policy and Continuity Business Plan (to be rescinded and replaced with BCP Procedure under the Risk Mgmt Policy) – finalised - Street Stall Policy (to be rescinded – replaced with User Agreement doc's under Risk Mgmt Policy) – finalised - Heavy Vehicle Chain of Responsibility Procedure (info session attended; need to link with VendorPanel where possible) - finalised - PPE Procedure - finalised - Hazardous Noise Procedure – finalised - Smoke Free Workplace Procedure - finalised - UV Radiation Safety Procedure – finalised - Alcohol & Other Drugs Policy - Draft 	Jackie	70%
<p>Inspection Calendar: bmx/skate parks; caravan parks; cemeteries; community halls; depots and yards; workshop; stores; libraries/mobile libraries; office areas; parks and gardens (paper-based, auditor?); footpaths (Reflect); landfills; road construction sites; work camps; water treatment; waste water treatment; swimming pools; vehicles; medical centres; residences</p> <p>Inspection forms need to include spinal boards & straps, oxygen revival kit and testing kits</p> <p>Depots Culcairn – Aaron & Michael - Completed Holbrook – Bill & Mark & Camilla Jindera – Aaron & Lee - Completed</p> <p>Offices Holbrook – Bill & Mark & Camilla Culcairn – Jackie & Max Jindera – Deanne & Greg</p>	<p>RWHSC member with site person Aaron & Liam Walla & Culcairn Andrew & Jackie Henty, Mark & Camilla Holbrook Lee & Greg</p>	<p>100%</p> <p>40%</p>
4. Emergency Management	Michael	
EM Safety Boxes	Aaron	70%
EM Waste Water Manuals	Jackie & Paul	0%
EM Pool Manuals	Jackie & Andrew	30%

EM Hall Manuals to be installed	Jackie, Max & Brett	80%
Status of GHSC Emergency Management Plans / Guides		
EMP Culcairn Office Library; last drill 07/12/2016 bomb evac; 2017 drill due (Suspicious Mail) -	Michael, Aaron	EMP – 100% Drill – 0%
EMP Henty Office Library	Jackie	70%
EMP Holbrook Office; last drill 06/12/2018 sus-mail evac; 2019 drill due (bomb threat)	Mark, Camilla	EMP – 100% Drill – 100%
EMP Holbrook VIC	Jackie	0%
EMP Culcairn Depot; last drill 17/03/2016 evac; 2018 drill due 03/18 (chemical incident)	Aaron, Liam	EMP – 100% Drill – 100%
EMP Holbrook Depot Drill 18/10/18	Jackie, Bill	EMP – 99% Drill – 100%
EMP Jindera Depot; last drill 30/06/2016 evac Drill 9/18	Jackie, Lee	EMP – 100% Drill – 100%
EM Guide Landfills	Jackie, Andrew	80%
Fire Incident Response MP Landfills	Jackie, Andrew	90%
EMP Waste Water Sites	Jackie, Paul	0%
EMP Swimming Pools	Jackie, Andrew	0%
EM Guide Community Facilities to be installed	Jackie, Max	80%
5. New/Other Business		
Drones – Working with Max to policies, procedures and other requirements in relation to the purchase & use of a drone for Council Activities. There is already a clause within the wording for Public Liability insurance so activities are automatically covered, with the proviso that Council use AVCRM Drone Risk Management Tool prior to each activity. The Software is provided free of charge through Statewide & AVCRM. – Council is purchasing a Drone	Max/Jackie	50%
Defibs for Council facilities (3 Offices) – Manex Approved	Jackie	40%
Permanently change all Council clothing to include reflective tape (pants and shirts) Trail with W&S P&G & Construction	Aaron	80%
New Children Service Centres in Henty & Walla – inspection, emergency plans, timesheets, inductions (Evening Classes, Culcairn office)	Jackie/Mark	0%
New Children Services – Site inspection	Andrew/Jackie	0%
New Children Services – Emergency Management Plan	Deanne	0%
Respectful Behaviour Guide – to be taken to MANEX	Jackie	80%
Defibs in Community Groups (Section 355) – testing App to locate Defibs	Jackie/Aaron Max	20% 0%
Update meeting Practices – Report to be produced before meeting, to be sent out with agenda – Template provided	All members	ongoing
Communication – Wrap-up at Council Office and Depots	All Members	On going

Notice Board – of members, in each office and depot	Jackie	50%
Spider Spraying at buildings	Andrew	100%

Review of Risks/Hazards/Incidents		Status/Comment	
2017: 136 in total; 2018:89 in total; 2019: 72 to date		Jackie	Ongoing
1.	Risks		
Event Management – 2017: 211, 2018: 207 in total; 2019 to date: 153		Jackie	Ongoing
User Agreements 2019:25			
2.	Hazards/Incidents		
Number of Incidents (SafeHold) from 2019 to date:			
<ul style="list-style-type: none"> - Hazards - 3 - Incident Only – 12 - Notifiable - 0 - Plant – 12 - Property – 3 - Worker Injury – 2 - Employee Injury - 4 - 3rd Party Incident Only - 0 - MOP Injury – 14 - 3rd Party Property - 9 - 3rd Party MVA – 13 			

Review of Claims		Status/Comment	
1	Risk (StateWide Mutual Dashboard)		
Number of 2018 Liability Claims (currently trending lower than all councils and higher than other regional councils)		6	1 finalised
Liability breakdown 2018 to date:			
<ul style="list-style-type: none"> - 5 liability: motor vehicle damage, road surfaces; trees - 3 property: residential assets, approvals - 1 personal: injury - 0 other category 			
Next StateWide Claims Review		TBA	
2	WHS (StateCover Mutual SMART Dashboard)		

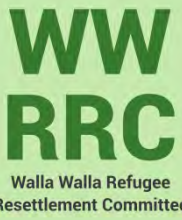
<p>The screenshot displays the 'Smart StateCover Members Analytics Reporting Tool' interface. It features a top navigation bar with the 'Smart' logo and the tool's name. Below this, there are four main data visualization areas: <ul style="list-style-type: none"> No of Claims and Net Incurred: A combined bar and line chart showing data from 2005 to 2019. The left y-axis represents the number of claims (0 to 20), and the right y-axis represents net incurred costs (\$0 to \$1,000,000). Incidents & Claims by Severity: A bar chart showing the distribution of incidents and claims by severity from December to November. The legend includes 'Lost Time Injury' and 'Medical Treatment Only'. Closed, Re-opened and finalised claim numbers: A line chart showing monthly trends for 'New Claims', 'Closed Claims', and 'Reopened Claims' from September to May. Claim Numbers: A grouped bar chart comparing claim numbers across different regions: Council, OLG, Regional, and State Cover, spanning from 2002 to 2019. Navigation buttons for 'Claims Management', 'Work Health & Safety', 'Transactional', and 'Comparison' are visible. A 'Financial Year' dropdown menu is set to '[All]'. </p>		
<p>Number of Open Workers Compensation Claims (currently trending higher than all councils and other regional councils)</p>	<p>13</p>	<p>Premium sensitive : 9</p>
<p>Open Workers Compensation breakdown 2009 to date:</p> <ul style="list-style-type: none"> - 2009: Hearing – MTI - 2013: Knee – LTI - 2014: Shoulder – LTI - 2014: Back, Neck – LTI - 2015: Back – Declined - 2016: Shoulder – MTI - 2017: Shoulder – MTI - 2017: Hearing – MTI - 2018: Psych – LTI - 2019: Shoulders, Knees – LTI - 2019: Knee – LTI - 2019: Hip – LTI - 2019: Head – LTI - 2019: Leg – MTI - 2019: Back - LTI 		
<p>Number of days since last Lost Time Injury (LTI)</p>	<p>73</p>	<p>Previous best: 216</p>
<p>Next StateCover WComp Claims Review</p>	<p>25/09/2019</p>	
<p>Number of active Non-work-related Injury Management cases</p>	<p>5</p>	

Training / Activities (refer also to Calendar)	Status/Comment
<p>Training Calendar – continually updated and periodically circulated (IX: 324208)</p> <ul style="list-style-type: none"> - 30-31/10/2018 – Asbestos Non-Friable Removal – 1 - 7-9/11/2018 – Traffic Control entry level – 3 - 12-14/12/2018 – Traffic Control entry level – 3 - 22-24/01/2019 – Traffic Control entry level – 1 - 27/02/2019 – Consultative Committee training – 10 - 10-12/4/19 – Traffic Control entry level - 3 	<p>On Going</p>

<ul style="list-style-type: none"> - 16/5/19 – ISO AS/NZ 45001 Introduction - 1 - 22-24/5/19 – Workzone Traffic Control (Orange/Red) – 2 - 23/5/19 – Best Practice Asbestos Management Training – 2 - 10 & 24/5/19 & 14 & 21/6/19 Backhoe -6 - 13, 27 & 28/5/19 & 5/6/19 HR – 3 - 18/5/19 – StateCover Claims Lodgement Training -2 - 29/5/19 Working at Heights – 1 - 18/6/19 Roadside Vegetation Assessment - 1 - 5/7/19 – SpraySmart - 1 - 8-10/7/19 Confined Spaces Initial – 2 - 11/7/19 Confined Spaces Refresher - 3 - 16-18/7/19 – Chainsaw – 18 - 23-24/7/19 – Understanding Sprayed Seal & Design -1 - 25/7/19 – Advanced RTW Coordinator -2 - 31-1/8/19 – Mental Health 1st Aid - 2 - 8/8/2019 - Confined Spaces Refresher - 3 - 14/08/2019 – All Staff 2019, incorporating The Resilience Project from 10am to 11:30am <ul style="list-style-type: none"> o Traffic Control (Blue/Yellow Renewal x 12 – 2pm-4pm o RMCC Inductions – x 20 - 19 & 20/8/19 - Test & Tag – 1 - 2-4/9/19 - Confined Spaces Initial – 1 - 28 & 29/10/19 – Chainsaw – 3 - 10/9/19 – Mental Health & PEforM x 2 - 10/9/19 – Statewide Integrity Management Workshop x15 - 16/10/19 – Underground Services x 13 - DUE – 1st Aid Refresher – 30 (awaiting quote from TTA) - DUE – Working Near Powerlines – 30 (awaiting information from EE) - DUE – Bushfire Awareness – 40 (awaiting information from TAFE NSW) - TBA – Forklift 1 - TBA after Chainsaw Training - Polesaw – Staff to be identified? - TBA Additional Erosion & Sediment Control Training -1 - StateCover proposed training – on-site for managers and supervisors – Contractor Management; WComp & IM update (date TBC) - Working at Heights training required – staff to be identified - Working with Children Checks – staff to be identified? <p>SafetyHub LMS to be implemented for induction, refresher and other eLearning</p> <ul style="list-style-type: none"> - Inductions 2018/19 Total: 43 2019/20 to date:5 	
Culcairn Office E-drill (Michael/Aaron to coordinate)	July 2019
Holbrook Office E-drill (Camilla/Mark to coordinate)	July 2019
Depot B'fast meeting and E-drill – Culcairn (Aaron to coordinate drill)	Next meeting
Depot B'fast meeting and E-drill – Holbrook (Bill/Hunter to coordinate drill)	Next Meeting
Depot B'fast meeting and E-drill – Jindera (Lee/Connor to coordinate drill)	Occurred - 12/9/19
- Holbrook Depot – Front gate lighting	0% Andrew Shaw
- Holbrook Depot – Front Entrance to Office (drill hole)	0% Hunter Martin
<ul style="list-style-type: none"> - StateWide Award – 3 applications - Admin – Management Plan - Commendation - Tech – Spot - Commendation - Operational – 355 Meetings – Highly Commended 	Completed

Meeting Closed at: 10.45am

Next Meeting: 5 December 2019, 9.30am (before Consultative Committee meeting)



Minutes

1. Date and time

Wed 28 Aug 2019, 7pm, Walla Walla Public School

2. Committee members present (8 people)

John Borchert, Dorothy Brinkman, Helen Duncan, Geoff Dunlop, Dan Mueller, Daniel Nadebaum, Graeme Sheppard, Raquel Ortega

3. Community observers present (0 people)

4. Apologies

Andrew Kotzur, Kim Lieschke.

5. Opening

Meeting opened at 7:05pm.

6. Minutes of previous meeting (24 Jul 2019)

RESOLVE: Minutes of previous meeting be accepted.

Moved: Dan M. Seconded: Graeme S. CARRIED.

7. Business arising from previous minutes

None

Correspondence

8. Correspondence in

- | | |
|--|--|
| (a) Various, Ninos – Correspondence about visit in late September. | Action: Dan M to forward details to Raquel O |
| (b) 30 Jul 2019, Ania Dutka (MCNSW) – Story for annual report. | |
| (c) 6 Aug 2019, Elisa Bartholomaeus – Community Market BBQ. | See general business |
| (d) 13 Aug 2019, Neil Barber – Invite to Albury/Wodonga Humanitarian Settlement Meeting on 20 Aug | |
| (e) 15 Aug 2019, Edwina Hayes – Invite to Corowa Multicultural Workforce Forum (postponed until Thurs 5 Sept, 3–5pm) | |
| (f) 18 Aug 2019 – Enquiry about available 4 brm rental property | |
| (g) 19 Aug 2019, Carmen Lazar – Disappointment in lack of housing | Members to follow-up on known houses for rent or empty houses.
Helen D to follow-up housing commission house. |
| (h) 22 Aug 2019, David Forbes (SSI) – Resumes from SSI clients | Daniel N to follow up employees directly and SSI. |

Item	Action
9. Correspondence out	
(a) 30 Jul 2019, Daniel N to Kevin Rocks – Murray Valley Sanctuary Refugee Group.	
(b) 20 Aug 2019, Dan M to Carmen – Response re lack of housing.	
General business	
10. Assyrian bus visit recap (17–18 Aug)	
College still to send invoice to committee.	John B or Daniel N to follow-up?
The timing of the visit was disappointing due to immediate lack of available housing. The visit was well attended. It seemed like a different group than previous visits, very motivated for work. Some had significant finances. Our new residents did a great job welcoming, translating, and answering questions. Perhaps this is the last visit for the moment.	
Follow-up with Ninos and social work position.	Daniel N to follow-up with Neil B.
Follow-up when housing is available.	Dan M to send out emails.
11. Walla Community Markets BBQ	
Pass at this stage.	Dan M to write back.
Reports from working groups	
12. Community liaison	
A few negative comments on social media.	
13. Housing	
See discussion above	
14. Employment	
Send updated jobs list with housing list.	
15. Promotion to refugee communities	
We can now promote through our contacts list, contacts through new residents, SSI and Assyrian Resource Centre connections.	
16. Integration	
New residents are slowly joining in more community activities at their own pace.	
Open Q&A session	
None	
17. Next meeting	
Wed 16 Oct 2019, 7pm, SPC	
18. Close	
The meeting was closed at 7:50pm.	