



ATTACHMENTS

ITEM 4 CONFIRMATION OF MINUTES

- Item 4 Attachment 1 – Council Meeting Minutes 3 April 2024

ITEM 7 CORRESPONDENCE

- Item 7 Attachment 2 – Letter to Max Carland
- Item 7 Attachment 3 – Letter to Desert Blooms

ITEM 8 ASSEMBLY OF COUNCILLORS RECORDS

- Item 8 Attachment 4 – Assembly of Councillors Record 3 April 2024
- Item 8 Attachment 5 – Assembly of Councillors Record 24 April 2024

ITEM 10 REPORTS REQUIRING A DECISION

- Item 10.1 Attachment 6 – Nhill Caravan Park Masterplan
- Item 10.3 Attachment 7 – Planning Scheme Amendment Corrections & Anomalies
- Item 10.4 Attachment 8 – Privacy and Data Protection Policy
- Item 10.4 Attachment 9 – Body-worn Cameras Policy
- Item 10.4 Attachment 10 – Community Projects Contribution Policy
- Item 10.6 Attachment 11 – Financial Report 31 March 2024

ITEM 11 COUNCIL COMMITTEES

- Item 11.1 Attachment 12 – Confidential Attachment
- Item 11.2 Attachment 13 – Jeparit Town Committee Minutes 8 April 2024
- Item 11.3 Attachment 14 – WMPM Minutes 19 March 2024
- Item 11.3 Attachment 15 – Yurunga Homestead Minutes 27 March 2024
- Item 11.3 Attachment 16 – Rainbow Civic Centre Minutes 3 April 2024
- Item 11.3 Attachment 17 – Rainbow Civic Centre Financial Report



5 April 2024

MINUTES

Ordinary Council Meeting

Date: Wednesday 3 April 2024

Time: 3:00pm

Venue: Council Chamber
92 Nelson Street, Nhill

Council: Cr Brett Ireland – Mayor
Cr Wendy Bywaters – Deputy Mayor
Cr Melanie Albrecht
Cr Debra Nelson
Cr Robert Gersch
Cr Ron Ismay

Officers: Monica Revell – Acting Chief Executive Officer
Petra Croot – Acting Director Corporate & Community Services
Ram Upadhyaya – Director Infrastructure Services

Acknowledgement of Indigenous Community

Hindmarsh Shire Council acknowledges the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagalk Nations as Traditional Owners of Country.

We recognise the important ongoing role that Indigenous people have in our community and pay our respects to their Elders, past and present.



Public Access

This meeting is open to members of the public and will be livestreamed from Council's Facebook page at www.facebook.com/hindmarshshirecouncil

Live Streaming Statement

This meeting will be streamed live on the internet and the recording of this meeting will be published on Council's website and/or social media pages after the meeting.

Members of the public attending this meeting may be filmed.

By remaining in the public gallery once the meeting commences, members of the public give their consent to being filmed, and for the recording of them to be made publicly available and used by Council.

Information about the broadcasting and publishing recordings of Council meetings is available in the Council's Live Streaming and Publishing Recordings of Council Meetings Policy is available on the Council's website.

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In Attendance:

Councillors:

Cr Brett Ireland (Mayor), Cr Wendy Bywaters (Deputy Mayor), Cr Robert Gersch OAM, Cr Ron Ismay and Cr Debra Nelson.

Officers:

Ms Monica Revell (Acting Chief Executive Officer), Mr Ram Upadhyaya (Director Infrastructure Services) and Ms Shauna Johnson (Executive Assisant).

1 ACKNOWLEDGMENT OF THE INDIGENOUS COMMUNITY & LIVE STREAMING STATEMENT

Cr B Ireland opened the meeting at 3:00pm by acknowledging the Indigenous Community and by reading out the live streaming statement.

2 APOLOGIES

Cr Melanie Albrecht and Petra Croot (Acting Director Corporate & Community Services).

3 DECLARATION OF INTERESTS

A Councillor or Officer with a conflict of interest in an item on the Agenda must indicate that they have a conflict of interest by clearly stating:

- the item for which they have a conflict of interest;
- whether their conflict is **general** or **material**; and
- the circumstances that give rise to the conflict of interest.

Declaration of material or general conflict of interest must also be advised by Councillors and Officers at the commencement of discussion of the specific item.

Ms M Revell declared a material conflict of interest in confidential item 15.1.

4 CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting held on Wednesday 6 March 2024 at the Council Chamber, as circulated to Councillors be taken as read and confirmed.

MOVED: CRS R Gersch/D Nelson

That the Minutes of the Ordinary Council Meeting held on Wednesday 6 March 2024 at the Council Chamber Nhill, as circulated to Councillors be taken as read and confirmed.

CARRIED

Attachment Number: 1

5 PUBLIC QUESTION AND SUBMISSION TIME

Community members wishing to ask questions at council meetings may do so, in writing, at least 24 hours prior to the council meeting. Both the question and answer will be read out at the meeting. Questions may be submitted by mail, email info@hindmarsh.vic.gov.au or delivered in person to a council customer centre but are limited to two questions and 100 words including any pre-ambles. Offensive, trivial and repetitive questions, questions which have been recently answered, or questions that may contain defamatory comments, may be excluded at the discretion of the Mayor.

The question must be accompanied by a name and the locality where the questioner resides or works, which will be read out at the meeting. By submitting a question, the questioner gives consent to this information being read out in public. Anonymous questions will not be answered.

Leonie Miller - Nhill

When I completed my submission to council re the Draft Body Worn Camera policy, I noticed that there was no option to choose the I don't want this policy to be implemented (only do I want changes or not).

Why was this option not included?

Officer Response:

As Council have endorsed the Policy for community feedback, community member's views of the content and application of the policy were sought. In most cases, changes in the legislative environment, best practice or requests from staff and stakeholders require Council to develop a policy that formalises its position on a matter. The policy presents Council's position on body-worn Cameras – if your view is that Council's position on body-worn cameras should be that they are not worn by Council officers, the community member could suggest amendments to that effect.

Community members were able to provide feedback via the form and in writing to the Chief Executive Officer – if you were unable to provide all information in the form, including the free text box, additional views could be submitted to the Chief Executive Officer as per the advertisements, website, and Facebook posts.

To avoid uncertainty, Council will ensure that the feedback form has a clear option that a Policy not be endorsed by Council in future survey forms.

Dean Hurlston - Chadstone

What amount of **waste enforcement costs** in the current financial year 2023/24 has the Council included in its waste levies charged to residents? (if any)

What amount of revenue has council included in the current financial year 2023/24 from **waste enforcement actions**?

Has that revenue been offset in the waste levy OR applied to Councils General Revenue streams?

Officer Response:

Hindmarsh Shire Council does not have a lot of issue in relation to waste enforcement. Residents generally have a good understanding of their responsibility in relation to waste management. Some minor enforcement activities are conducted as a part of our routine operation and gets absorbed in the normal operational budget. Hence, there is no enforcement cost in the current FY's waste charges.

The question regarding revenue being offset in the waste levy OR applied to Councils General Revenue streams is not applicable.

6 ACTIVITY REPORTS

COUNCILLOR ACTIVITIES: 27 February – 25 March 2024

6.1 Cr IRELAND, MAYOR

Date	Meeting/Event	Location	Comments
28/02/2024	Council Budget Draft Meeting	Dimboola Library	
01/03/2024	Funeral of Alec Bywaters		Alec was a former councillor and a great volunteer and advocator for his community. A fitting send off with a large crowd and glowing references.
05/03/2024	RCV lunch meeting and finishing with dinner at Parliament House	Melbourne	A really inciteful array of speakers outlining processes required to lobby for funding at State levels, I learnt a lot regarding the process and the struggle.
06/03/2024	Making of Harmony Day media video	Nhill	
06/03/2024	Council briefing	Nhill	
06/03/2024	Council meeting	Nhill	
07/03/2024	Mayoral matters column to media		
11/03/2024	Jeparit town meeting		
13/03/2024	Citizenship Ceremony	Nhill	
13/03/2024	Zoom meeting with Councillors, Consultant, and Independent chair to discuss CEO candidates		
16/03/2024	Nhill Cane Ball court opening with MP Dr Anne Webster	Nhill	
16/03/2024	Jeparit swimming hole opening with MP Dr Anne Webster	Jeparit	What a great facility this is and rightfully entered in the Australian local government awards for 2024. A great night with a band on the new deck with the river lit up. Further events were being planned before the night even finished.
19/03/2024	WMPM meeting	Jeparit	
20/03/2024	CEO interviews	Dimboola	
21/03/2024	Harmony Day Celebrations	Nhill	A wonderful night with many different cultures in attendance. The presentations and acts were enjoyed by all, and the night was an

			outstanding success.
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6.2 Cr BYWATERS, DEPUTY MAYOR

Date	Meeting/Event	Location	Comments
06/03/2024	Council Briefing meeting and Council meeting	Nhill	
07/03/2024	International women's day event	Horsham Town Hall	
09/03/2024	Tower Park Market	Dimboola	
09/03/2024	Meeting with residence of Kiata	Kiata	
12/03/2024	Nhill Advisory town committee meeting	Kiata Pub	
14/03/2024	Gender equity, workshop, Municipal Association of Victoria	Online	
14/03/2024	Citizenship ceremony	Nhill	
15/03/2024	Show ambassador group level judging and crop competition, gala dinner	Dimboola	
16/03/2024	Cane Ball Court official opening	Nhill Lawn Tennis Club	
20/03/2024	CEO interviews	Dimboola	
21/03/2024	Hindmarsh Harmony Day Event	Nhill Community Centre	
24/03/2024	Wimmera Harmony Week celebration	Horsham Town Hall	

6.3 Cr GERSCH

Date	Meeting/Event	Location	Comments
28/02/2024	Council Budget meeting	Dimboola	
05/03/2024	RCV workshop and meeting	Melbourne	
05/03/2024	RCV Parliament House meeting	Melbourne	
06/03/2024	Council briefing	Nhill	
06/03/2024	Council meeting	Nhill	
08/03/2024	Video re council elections	Nhill	
13/03/2024	Citizenship Ceremony	Nhill	

16/03/2024	Opening Cane Ball Court Nhill	Nhill	
16/03/2024	Opening Swimming hole Jeparit	Jeparit	
20/03/2024	CEO interviews		
21/03/2024	Harmony day celebrations	Nhill	
22/03/2024	Wimmera regional roads meeting		
27/03/2024	40 year JP long service award Government House	Melbourne	

6.4 Cr NELSON

Date	Meeting/Event	Location	Comments
27/02/2024	Wimmera Southern Mallee Development meeting		
28/02/2024	Budget discussion meeting	Microsoft Teams	
01/03/2024	Alex Bywaters funeral	Nhill	
04/03/2024	Dimboola Progress Association meeting		
05/03/2024	WSMLLEN finance committee meeting		
06/03/2024	Council briefing meeting	Nhill	
06/03/2024	Council meeting	Nhill	
07/03/2024	International Women's Day event	Horsham	
13/03/2024	Audit Committee meeting		
20/03/2024	CEO recruitment interviews		
21/03/2024	Welcomed Coromal caravan group to Dimboola		
21/03/2024	Harmony Day event	Nhill	

6.5 Cr ISMAY

Date	Meeting/Event	Location	Comments
06/03/2024	Council Briefing meeting	Nhill	
06/03/2024	Council Meeting	Nhill	
13/03/2024	CEO Reviews	Microsoft	

		Teams	
16/03/2024	Nhill cane ball court opening	Nhill	
16/03/2024	Jeparit swimming hole opening	Jeparit	
18/03/2024	Rainbow town committee meeting		
20/03/2024	CEO interviews	Dimboola	
21/03/2024	Enduro working bee	Rainbow	
22/03/2024	Enduro Scrutineering / street party	Rainbow	
23/03/2024	Enduro Off Road Race day one	Rainbow	
24/03/2024	Enduro Off Road Race day two	Rainbow	
25/03/2024	Enduro clean up	Rainbow	

6.6 Cr ALBRECHT

Date	Meeting/Event	Location	Comments
28/02/2024	Budget Meeting	Online	
06/03/2024	Hindmarsh Shire Council Briefing	Nhill	
06/03/2024	Hindmarsh Shire Council Meeting	Nhill	
12/03/2024	Nhill Town Committee Meeting	Kiata	Thanks to all the attendees who joined us at Kiata. It was interesting to see the renovations that are occurring at the Kiata Pub.
13/03/2024	Hindmarsh Shire Council Audit & Risk Meeting	Nhill	
13/03/2024	Review of CEO applications	Online	
20/03/2024	CEO Interviews	Dimboola	
21/03/2024	Harmony Day Celebrations	Nhill	

7 CORRESPONDENCE

Responsible Officer: Acting Chief Executive Officer

Attachment Number: 2

Introduction:

The following correspondence is attached for noting by Council.

Inwards:

- No inwards correspondence.

Outwards:

- 2024/03/07 – Letter of Congratulations to Mr. and Mrs. Flack for 60th Wedding Anniversary

RECOMMENDATION:

That Council notes the attached correspondence.

MOVED: CRS W Bywaters/R Ismay

That Council notes the attached correspondence.

CARRIED

Attachment number: 2

MOVED: CRS W Bywaters/R Gersch

That Council writes a letter of congratulations to Michelle Danisch at Desert Blooms and Mr Max Carland who turned 100 recently.

CARRIED

8 PLANNING PERMITS

No planning reports.

9 REPORTS REQUIRING A DECISION

9.1 POLICY UPDATES

Responsible Officer: Acting Chief Executive Officer

Attachment Numbers: 3 – 4

Introduction:

This report presents two Policies for Council consideration:

1. The draft *Privacy and Data Protection Policy* to be endorsed for consultation for the period of 4 April 2024 to 18 April 2024. Consultation is proposed to take place by online survey, with written and verbal submission options also available.
2. The draft Procurement Policy for Council adoption.

Discussion:

Body-Worn Camera Policy

The draft The Body-Worn Camera Policy was presented to Council for endorsement for a period of consultation from 7 March 2024 to 21 March 2024. To give Council adequate time to consider community members' concerns, presentation of the Body-worn Camera Policy for Council consideration has been delayed to the Council Meeting scheduled for 8 May 2024.

Privacy and Data Protection Policy

This Policy was last reviewed in 2020 and has been updated in line with Council's current information landscape to strengthen adherence to the Information Privacy Principles. This update has included additional website information (including third party providers utilised by Council – including Council Committees), an updated collection statement that allows for inter-organisational information sharing where required, third party requirements (i.e. contractors and those collecting information for or on behalf of Council) and expansion of use and disclosure provisions.

It is recommended that this policy be made available for public submissions in accordance with the *Local Government Act 2020* and Council's Community Engagement Policy for the period 4 April 2024 to 18 April 2024.

Procurement Policy

Council's Procurement Policy was last reviewed in 2022 and has been presented as a best practice policy by the Local Government Inspectorate. The policy has been updated in two areas:

- Cumulative Spend

Previously, the policy noted that if the total amount spent on a single supplier over a three-year period exceeds the thresholds for each section under section 2.3.2. then

Council officers would need to meet the quotation/tendering requirements of the cumulative/aggregate amount. This is challenging to monitor/implement and is not suited to Council processes.

The new proposed wording and requirements are contained in section 2.3.2.1., 2.3.2.2. and 2.3.2.3. and are reflective of standard practice across the Local Government Sector.

- Reporting to Audit and Risk Committee – CEO Exemptions

As an additional measure to monitor and prevent possible instances of fraud or non-compliance with the Policy, section 2.3.4. now states that all exemptions requested under this section are reported to the Audit and Risk Committee.

It is recommended that Council adopt this policy.

Both the Privacy and Data Protection Policy, and Procurement Policy were presented to the Audit and Risk Committee meeting on 13 March 2024 where the committee endorsed the policies for consideration by Council.

Options:

1. Council can choose to adopt the Procurement Policy and endorse the Privacy and Data Protection Policy for community consultation; or
2. Council can choose to amend the Policies prior to adoption and endorsement; or
3. Council can choose to not adopt the Procurement Policy and not endorse the Privacy and Data Protection Policy for community consultation, retaining the existing policies previously adopted.

Link to Council Plan:

A community well informed and engaged.
Strong governance practices.

Financial Implications:

Nil.

Risk Management Implications:

Strategic Risk Description	Risk Management Discussion
Governance	Establishing a Privacy and Data Protection Policy ensures that Council is compliant with the <i>Privacy and Data Protection Act 2014</i> . Embedding the effective application of the Policy across the organisation ensures that we are complying with the Information Privacy Principles and minimising the risk of a privacy breach. This ensures the appropriate protection of public information and mitigates risks associated with the costs and damage of a privacy breach – including maintaining public trust.

	<p>Ensuring that Council's Procurement Policy is maintained in line with best practice and is effectively implemented across the organisation ensures that Council remains fair, consistent and compliant when procuring goods and services. Maintaining the policy and communicating it effectively mitigates risks of fraud and the mismanagement of Council resources.</p>
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Relevant legislation:

Local Government Act 2020

Privacy and Data Protection Act 2014

Community engagement:

The draft Privacy and Data Protection Policy is proposed to be made available for public comment from 4 April 2024 to 18 April 2024.

Gender equality implications:

Privacy and Data Protection Policy

It has been determined that while this policy has a direct impact on the public, it is not significant. Council is bound by the *Privacy and Data Protection Act 2014* and the scope of change within the Policy is limited. Collection and recording of data are regulated to take into consideration issues that may be gender-based, including suppression of voter information and handling of personal information in instances of family violence (e.g. rates correspondence where there are two listed parties and there is an IVO or other order in place, and processes for confirming details before disclosing any personal information).

Procurement Policy

The Procurement Policy applies to contractors, vendors, suppliers, and Council staff, it does not have a direct and significant impact on the public.

Conflict of Interest:

Under section 130(2) of the *Local Government Act 2020*, officers providing advice to Council must disclose any conflict of interest, including the type of interest.

Author – Petra Croot, Acting Director Corporate and Community Services

In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible – Monica Revell, Acting Chief Executive Officer.

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Communications Strategy:

If endorsed, the draft Privacy and Data Protection Policy will be made available on Council's website and in hardcopy on request. The consultation period and process will be advertised via Council's website, newsletters, Facebook page and via public advertisement in local newspapers and posters in public locations, including libraries and businesses.

If adopted, the Procurement Policy will be distributed to Councillors and staff, published on Council's website and advertised via Council's Social Media pages.

Next Steps:

Council officers will undertake the consultation and communication processes detailed in this report.

RECOMMENDATION:

That Council:

- 1. Endorses the draft Privacy and Data Protection Policy for community consultation for the period 4 April 2024 to 18 April 2024; and***
- 2. Adopts the Procurement Policy.***

MOVED: CRS R Gersch/W Bywaters

That Council:

- 1. Endorses the draft Privacy and Data Protection Policy for community consultation for the period 4 April 2024 to 18 April 2024; and***
- 2. Adopts the Procurement Policy.***

CARRIED

Attachment Numbers: 3 – 4

10 COUNCIL COMMITTEES

10.1 ADVISORY COMMITTEES

Responsible Officer: Acting Chief Executive Officer

Attachment Numbers: 5 – 8

Introduction:

Council has received notification from the Nhill Town Advisory Committee of the resignation of Ross Barker. This resignation is for noting by Council.

The following Hindmarsh Shire Council Advisory Committees held meetings on the following dates:

- **Audit and Risk Committee**
General meeting on 13 March 2024 (*see attachment 5*)
- **Jeparit Township Advisory Committee**
General meeting on 19 February 2024 and 11 March 2024 (*see attachments 6 & 7*)
- **Rainbow Township Advisory Committee**
General meeting on 18 March 2024 (*see attachment 8*)

A copy of the minutes for each meeting are included as an attachment for the information of Council.

RECOMMENDATION:

That Council:

- 1. notes the resignation of Ross Barker from the Nhill Town Committee;***
- 2. write to Ross thanking him for his service;***
- 3. notes the minutes of the following Advisory Committees:***
 - ***Audit and Risk meeting held on 13 March 2024;***
 - ***Jeparit Town Committee meetings held on 19 February 2024 and 11 March 2023;***
 - ***Rainbow Town Committee meeting held on 18 March 2024; and***
- 4. approves the allocation of Jeparit Township Advisory Committee funds of \$3,181.00 exc. GST to the Jeparit Historical Society to assist them with storing and archiving historical photos and documents.***

MOVED: CRS R Ismay/D Nelson

That Council:

- 1. notes the resignation of Ross Barker from the Nhill Town Committee;***
- 2. write to Ross thanking him for his service;***
- 3. notes the minutes of the following Advisory Committees:***

- *Audit and Risk meeting held on 13 March 2024;*
 - *Jeparit Town Committee meetings held on 19 February 2024 and 11 March 2023;*
 - *Rainbow Town Committee meeting held on 18 March 2024; and*
- 4. approves the allocation of Jeparit Township Advisory Committee funds of \$3,181.00 exc. GST to the Jeparit Historical Society to assist them with storing and archiving historical photos and documents.**

CARRIED

Attachment Numbers: 5 – 8

10.2 COMMUNITY ASSET COMMITTEES

Responsible Officer: Acting Chief Executive Officer

Attachment Numbers: 9 – 10

Introduction:

The following Hindmarsh Shire Council Community Asset Committees held meetings on the following dates:

- **Wimmera Mallee Pioneer Museum Community Asset Committee**
General meeting on 20 February 2024 (*see attachment 9*)
- **Yurunga Homestead Community Asset Committee**
General meeting on 22 February 2024 (*see attachment 10*)

A copy of the minutes for each meeting are included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the following Community Asset Committees;

- ***Wimmera Mallee Pioneer Museum meeting on 20 February 2024; and***
- ***Yurunga Homestead meeting on 22 February 2024.***

MOVED: CRS W Bywaters/D Nelson

That Council notes the minutes of the following Community Asset Committees;

- ***Wimmera Mallee Pioneer Museum meeting on 20 February 2024; and***
- ***Yurunga Homestead meeting on 22 February 2024.***

CARRIED

Attachment Numbers: 9 – 10

11 LATE REPORTS

No late reports.

12 NOTICES OF MOTION

No notices of motion.

13 OTHER BUSINESS

MOVED: CRS R Gersch/D Nelson

That the Senior Management Team review Council's Local Laws following Council's 2024 Local Government elections.

CARRIED

14 CONFIDENTIAL REPORTS

In accordance with Section 66 (2) (a) of the *Local Government Act 2020*, Council may close the meeting to the public to consider confidential information. Confidential information is defined by part IV of the *Freedom of Information Act 1982*, and by Section 3 of the *Local Government Act 2020* as being:

- a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;
- b) security information, being information that if released is likely to endanger the security of Council property or the safety of any person;
- c) land use planning information, being information that if prematurely released is likely to encourage speculation in land values;
- d) law enforcement information, being information which if released would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person;
- e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;
- f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;
- g) private commercial information, being information provided by a business, commercial or financial undertaking that—
 - i. relates to trade secrets; or

- ii. if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
- h) confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);
- i) internal arbitration information, being information specified in section 145;
- j) Councillor Conduct Panel confidential information, being information specified in section 169;
- k) information prescribed by the regulations to be confidential information for the purposes of this definition;
- l) information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*

RECOMMENDATION:

That the meeting be closed in accordance with section 66 (2) (a) of the Local Government Act 2020, to consider reports that contain confidential information as defined by section (3) of the Local Government Act 2020, and/or Part IV of the Freedom of Information Act 1982:

14.1 SWIMMING POOL MANAGEMENT AND OPERATIONS – this report contains “Council business information, being information that would prejudice the Council’s position in commercial negotiations if prematurely released” insofar as it pertains to contractual matters; and

15.1 CEO EMPLOYMENT AND REMUNERATION COMMITTEE – this report contains “personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs” insofar as it pertains to CEO employment matters.

MOVED: CRS R Gersch/R Ismay

That the meeting be closed in accordance with section 66 (2) (a) of the Local Government Act 2020, to consider reports that contain confidential information as defined by section (3) of the Local Government Act 2020, and/or Part IV of the Freedom of Information Act 1982:

14.1 SWIMMING POOL MANAGEMENT AND OPERATIONS – this report contains “Council business information, being information that would prejudice the Council’s position in commercial negotiations if prematurely released” insofar as it pertains to contractual matters; and

15.1 CEO EMPLOYMENT AND REMUNERATION COMMITTEE – this report contains “personal information, being information which if released would result in the

unreasonable disclosure of information about any person or their personal affairs” insofar as it pertains to CEO employment matters.

CARRIED

15 LATE CONFIDENTIAL REPORTS

16 RESUMING INTO PUBLIC SESSION

RECOMMENDATION:

That Council resumes in open session releasing the details of item 14.1 as deemed appropriate by the CEO, and 15.1 as deemed appropriate by the Mayor.

MOVED: CRS D Nelson/R Ismay

That Council resumes in open session releasing the details of item 14.1 as deemed appropriate by the CEO, and 15.1 as deemed appropriate by the Mayor.

CARRIED

17 MEETING CLOSE

There being no further business, Cr B Ireland declared the meeting closed at 4:24pm.



Hindmarsh
Shire Council

**Administration
Centre**

PO Box 250
92 Nelson Street
Nhill VIC 3418
Ph: (03) 5391 4444
Fax: (03) 5391 1376

email:
info@hindmarsh.vic.gov.au

website:
www.hindmarsh.vic.gov.au

ABN 26 550 541 746

**Customer Service
Centres**

Jeparit
10 Roy Street
JEPARIT VIC 3423
Ph: (03) 5391 4450
Fax: (03) 5397 2263

Dimboola
101 Lloyd Street
DIMBOOLA VIC 3414
Ph: (03) 5391 4452
Fax: (03) 5389 1734

Rainbow
15 Federal Street
RAINBOW VIC 3424
Ph: (03) 5391 4451
Fax: (03) 5395 1436

8 April 2024

Max Carland



Dear Max

Re: Letter of Congratulations

On behalf of Hindmarsh Shire Councillors and staff, I write to you to extend Council's congratulations on your 100th Birthday on Sunday 31 March 2024.

Turning 100 is an incredible milestone, one you should be very proud of. I hope you had a wonderful day celebrating such a special day.

Thank you for your years of service to the community, in particular in Nhill during your time residing here. Volunteers are the heart and soul of small communities, and we are very grateful to have people like you who have gone above and beyond to make a positive change within the community.

I wish you the happiest of birthdays and the very best.

Yours sincerely

Monica Revell
Chief Executive Officer



8 April 2024

**Administration
Centre**

PO Box 250
92 Nelson Street
Nhill VIC 3418
Ph: (03) 5391 4444
Fax: (03) 5391 1376

Michelle Danisch
Desert Blooms
109 Lloyd Street
DIMBOOLA VIC 3414

Dear Michelle

Re: Letter of Congratulations

On behalf of Hindmarsh Shire Councillors and staff, I write to you to extend Council's congratulations on the opening of your new business, Desert Blooms.

It is fantastic to see a new giftware and plant shop open in Dimboola. We know that the community will be delighted to have a new business in town where they can purchase beautiful plants and giftware locally, rather than having to travel or shop online. Your business will also be a great asset to any travellers visiting the area as it will provide another beautiful retail store for them to visit and enjoy when stopping in Dimboola.

We thank you for choosing to open your business in Dimboola and know that your business will be a great asset to the town and community. We wish you the very best with your new business venture and look forward to following along with your journey.

Yours sincerely

Monica Revell
Chief Executive Officer

email:
info@hindmarsh.vic.gov.au

website:
www.hindmarsh.vic.gov.au

ABN 26 550 541 746

**Customer Service
Centres**

Jeparit
10 Roy Street
JEPARIT VIC 3423
Ph: (03) 5391 4450
Fax: (03) 5397 2263

Dimboola
101 Lloyd Street
DIMBOOLA VIC 3414
Ph: (03) 5391 4452
Fax: (03) 5389 1734

Rainbow
15 Federal Street
RAINBOW VIC 3424
Ph: (03) 5391 4451
Fax: (03) 5395 1436



ASSEMBLY OF COUNCILLORS RECORD

Title of Meeting: Council Briefing Session

Date: Wednesday 3 April 2024

Time: 1:00pm – 3:00pm

Assembly Location: Council Chamber, 92 Nelson Street Nhill.

Present:

CRS Brett Ireland (Mayor), Wendy Bywaters (Deputy Mayor), Debra Nelson, Rob Gersch OAM, Ron Ismay.

Apologies:

CR Melanie Albrecht and Ms. Petra Croot (Acting Director Corporate and Community Services).

In Attendance:

Ms. Monica Revell (Acting Chief Executive Officer) items 1 to 13, Mr. Ram Upadhyaya (Director Infrastructure Services) items 1 to 13, Mr. Phil King (Manager Community and Economic Development) items 1 to 4 and Ms. Shauna Johnson (Executive Assistant) items 10 to 13.

Declaration by Councillors or Officers of any Material or General Interest in any item on the Agenda:

- Material; or
- General.

Declaration of material or general interest must also be advised by Councillors at the commencement of discussion of the specific item.

Councillors:

Officers:



Matters Discussed:

No.	Detail
1.	ACKNOWLEDGEMENT OF COUNTRY
2.	APOLOGIES
3.	DECLARATION OF INTERESTS
4.	NHILL CARAVAN PARK MASTERPLAN*
5.	PROPOSED ASSET DISPOSAL – GERANG GERUNG HALL
6.	BODY-WORN CAMERA POLICY*
7.	COMMUNITY CONTRIBUTIONS POLICY*
8.	LOCAL LAW REVIEW
9.	INQUIRY INTO LOCAL GOVERNMENT SUSTAINABILITY*
10.	QUESTION TIME
11.	BREAK
12.	PREPARE FOR MEETING
13.	COUNCIL MEETING



Monica Revell
Acting Chief Executive Officer
 Dated: 3 April 2024

Must be kept for four years from date of the assembly. Available for public inspection at Council Offices for 12 months after date of assembly.



ASSEMBLY OF COUNCILLORS RECORD

Title of Meeting: Meeting with Grampians Tourism Board Inc.

Date: Wednesday 24 March 2024

Time: 1:00pm – 2:24pm

Assembly Location: Council Chamber, 92 Nelson Street Nhill.

Present:

CRS Brett Ireland (Mayor – Online), Wendy Bywaters (Deputy Mayor), Melanie Albrecht, Rob Gersch OAM, Ron Ismay.

Apologies:

CR Debra Nelson

In Attendance:

Ms. Monica Revell (Chief Executive Officer) items 1 to 4, Ms. Petra Croot (Acting Director Corporate and Community Services) items 1 to 4, Mr. Ram Upadhyaya (Director Infrastructure Services) items 1 to 4 and Mr. Mark Fletcher (Manager Economic Development and Tourism – Online) items 1 to 4.

Declaration by Councillors or Officers of any Material or General Interest in any item on the Agenda:

- Material; or
- General.

Declaration of material or general interest must also be advised by Councillors at the commencement of discussion of the specific item.

Councillors:

Officers:



Matters Discussed:

No.	Detail
1.	ACKNOWLEDGEMENT OF COUNTRY
2.	APOLOGIES
3.	DECLARATION OF INTERESTS
4.	PRESENTATION FROM GRAMPIANS TOURISM BOARD INC. ON VISITOR ECONOMY PARTNERSHIP



Monica Revell

Chief Executive Officer

Dated: 24 March 2024

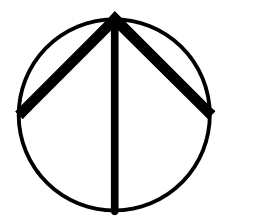
Must be kept for four years from date of the assembly. Available for public inspection at Council Offices for 12 months after date of assembly.

LEGEND

- Title (to be confirmed)
- Palm tree
- Planted native / exotic tree
- Remnant indigenous tree
- Structural Root Zone (SRZ)
- Tree Protection Zone (TPZ)
- Existing buildings and amenities
- Cabin
- Powered camp sites
- Concrete pavement
- Asphalt road
- Gravel surface
- Grass
- Garden bed
- Playground
- Colorbond boundary fence
- Caravan park boundary fence (farm fence)
- Steel pool fence
- Traffic direction
- Unpowered camp site
- Bin location
- Dump point
- Clothesline

SERVICES LEGEND

- Electricity
- Sewer
- Water
- Water (asbestos pipe)
- Telstra
- Service pit
- Light tower
- Powerhead
- Water tap over gully trap
- Rain water tank
- Amenities
- BBQ shelter
- Seating
- Emergency assembly point



Project Name & Address:
Nhill Caravan Park

Drawing Title:
Existing Conditions Plan

Client:
Hindmarsh Shire Council

Date: 25 March 2024
Scale: 1:300 @ A1 Sheet Size
Drawn: YL
Checked: DH
Planning Ref: N/A
Drawing No. **2335 - LP01**

Revision :



THOMSON HAY
LANDSCAPE ARCHITECTS



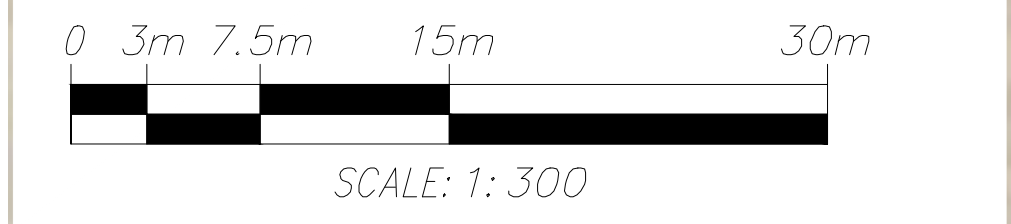
EXISTING VEGETATION ASSESSMENT
Refer to Arboricultural Assessment Report prepared by Nelson's Tree Services, dated 31 January 2022.

Tree #	Botanical Name	Common Name	T.P.Z.	S.R.Z.
1	Eucalyptus camaldulensis	River Red Gum	9.12	2.88
2	Eucalyptus camaldulensis	River Red Gum	9.36	3.04
3	Eucalyptus camaldulensis	River Red Gum	7.2	2.83
4	Eucalyptus camaldulensis	River Red Gum	7.68	2.93
5	Eucalyptus camaldulensis	River Red Gum	7.56	2.88
6	Eucalyptus camaldulensis	River Red Gum	7.56	2.97

Base information derived from the following sources:
- Drone footage - 12.09.2023
- Aerial Photo - Hindmarsh Community Map (downloaded at June 13, 2023).

Due to possible distortions associated with the aerial photograph, the location of existing and proposed features are approximate only and should be verified on site prior to commencement of works.

All dimensions / areas shown are approximate only and should be confirmed on site.



**HINDMARSH SHIRE COUNCIL
NHILL CARAVAN PARK PLANTING PALETTE**

Common Name	Botanical Name	Mature Size (H x W)
ADVANCED TREES - 45L container, 1.8 - 2.0m high, 30mm caliper		
Agonis flexuosa	Willow Myrtle	10 x 5m
Acacia pendula	Weeping Myall	6 x 6m
Brachychiton populneus	Kurrajong	8 x 10m
Callistemon 'Harkness'	Harkness Callistemon	5 x 3m
Corymbia citriodora	Lemon-scented Gum	20 x 8m
Fraxinus griffithii	Evergreen Ash	7 x 4m
Fraxinus pennsylvanica 'Urbanite'	Urbanite Ash	15 x 8m
Geijera parvifolia	Wilga	5 x 5m
Jacaranda mimosifolia	Jacaranda	12 x 8m
Lagerstroemia 'Tuscarora'	Crepe Myrtle	5 x 4m
Melia azedarach 'Elite'	White Cedar	10 x 8m
Olea europaea 'Swan Hill'	Swan Hill Olive	8 x 6m
Pistacia chinensis	Chinese Pistacio	8 x 6m
Pyrus calleryana 'Cleveland Select'	Cleveland Select Ornamental Pear	10 x 5m
Quercus suber	Cork Oak	10 x 8m
Syzygium australe	Select Lilly Pilly	5 x 2m
Waterhousia floribunda	Weeping Lilly Pilly	10 x 8m

REVISIONS
25.03.24 - Updated as per Council comments

LEGEND

- Title (to be confirmed)
- Existing Palm tree
- Planted native tree to be retained and protected
- Remnant indigenous tree to be retained and protected
- Structural Root Zone (SRZ)
- Tree Protection Zone (TPZ)
- Tree to be removed - subject to arborist assessment and recommendation
- Proposed trees
- Building to be retained
- Cabin to be retained
- Proposed camp kitchen, amenities block / storage shed
- Proposed cabins
- Proposed twin ensuites
- Powered camp sites
- Concrete pavement
- Existing asphalt road
- Proposed internal gravel road
- Proposed carparking bay
- Grass
- Proposed garden bed
- Proposed fenced junior playground
- Colorbond boundary fence
- Caravan park boundary fence (farm fence)
- Proposed retaining wall
- Proposed playground fence
- Traffic direction
- Proposed boom gate
- Bollards
- Bin store
- Dump point
- EV charging point
- Clothesline

SERVICES LEGEND

- Electricity
- Sewer
- Water
- Water (asbestos pipe)
- Telstra
- Service pit
- Light tower
- Powerhead to be retained
- Relocated powerhead
- Water tap over gully trap
- Rain water tank
- Amenities
- BBQ shelter
- Seating
- Emergency assembly point

Project Name & Address:
Nhill Caravan Park

Drawing Title:
Landscape Master Plan

Client:
Hindmarsh Shire Council

Date: 25 March 2024
Scale: 1:300 @ A1 Sheet Size
Drawn: YL
Checked: DH
Planning Ref: N/A
Drawing No. 2335 - LP02
Revision :



THOMSON HAY
LANDSCAPE ARCHITECTS

130 Howards Rd, Wattle Flat VIC 3352
T 03 5334 5321 W www.thomsonhay.com

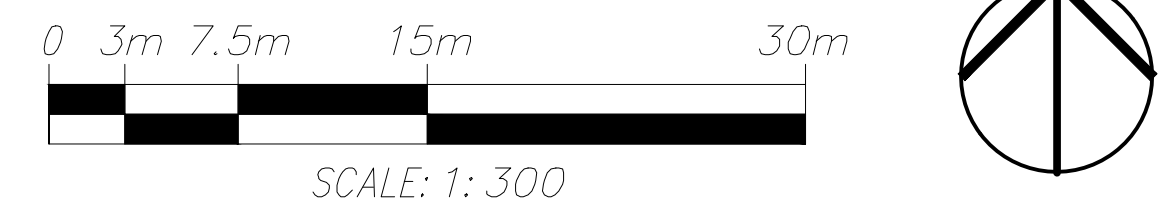


- A** OFFICE AND RESIDENCE
- B** AMENITIES BLOCK
- C** CAMP KITCHEN
- D** STORAGE SHED
- E** FENCED JUNIOR PLAYGROUND
- F** CABINS
- G** CARAVAN SITES
- H** DRIVE-THROUGH CARAVAN SITES
- I** ENSUITES
- J** INTERNAL ROAD EXTENSION
- K** ENTRY / EXIT BOOMGATES + BOLLARDS
- L** EXISTING AND PROPOSED TREES

ACCOMMODATION SUMMARY

CODE	ACCOMMODATION SUMMARY	EXISTING NUMBER	PROPOSED NUMBER
#	Powered Site	44	23
ES	Ensuite	4	6
SC	Studio Cabin - 1 Bedroom	5	4
PC	Premium Cabin - 2 Bedroom	1	1+1
DC	Deluxe Cabin - 2 Bedroom	-	4
AC	Accessible Cabin - 2 Bedroom	1	1+1

Base information derived from the following sources:
 - Aerial drone footage - 12.09.2023
 - Aerial Photo - Hindmarsh Community Map (downloaded at June 13, 2023).
 Due to possible distortions associated with the aerial photograph, the location of existing and proposed features are approximate only and should be verified on site prior to commencement of works.
 All dimensions / areas shown are approximate only and should be confirmed on site.



Nhill Caravan Park

KEY RECOMMENDATIONS TO BE IMPLEMENTED OVER A 10 YEAR TIMEFRAME

A OFFICE AND RESIDENCE

Existing office / reception / residence and storage shed to be retained. Rationalise storage sheds (remove garden shed and 'site office' and install a single new storage shed (Item D) to improve space efficiencies. Improve appearance of park infrastructure to improve the park aesthetics.

B AMENITIES BLOCK

Demolish amenities block and construct a new all-abilities accessible facility. The proposed amenities block to be designed to cater to diverse user needs and will include female toilets, male toilets, one unisex disabled toilet / shower, and a guest laundry.

5 x 2 metre size clothesline to be relocated to the eastern side of the new amenities block for convenient access to the laundry facilities.

Consider installation of solar PV and battery system / solar hot water on the amenities roof.

Provide 2no. carparks for electric vehicle charging.

C CAMP KITCHEN

Existing camp kitchen and fire pit to be demolished and removed. Proposed camp kitchen with a covered alfresco area to be located in southern area of the caravan park - providing easy access for the majority of guests.

The new purpose-designed camp kitchen to provide improved usability and amenity including:

- All-abilities access
- Designed to open up the building during fine weather / close during poor weather
- Communal tables
- Sink and bench space
- Kitchen facilities to include BBQ's, cook-top, refrigerator & freezer, air fryer, microwave oven and TV. Ceiling fans / heating and cooling.

Consider installation of solar photovoltaic cells and solar hot water (subject to available sunlight access) and a battery system.

Proposed garden bed planting in front of camp kitchen outside of alfresco area.

Camp kitchen location subject to an arborists assessment of the adjoining remnant River Red Gums.

D STORAGE SHED

Existing storage shed and building to be retained. Install a new purpose-built storage shed / laundry (including for additional linen storage associated with the increased cabin numbers). The proposed extension to also provide additional space for:

- vehicle, machinery and equipment storage
- enclosed rubbish bin storage (at back of shed)
- undercover protection for vehicle loading / unloading.

E FENCED JUNIOR PLAYGROUND & SWIMMING POOL

Remove aboveground swimming pool / fencing etc.

The existing playground and timber edging under Red River Gums to be demolished and removed.

Proposed new fenced playground near the new camp kitchen with screen planting, seating and play equipment suitable for young children.

Playground location subject to an arborists assessment of the adjoining remnant River Red Gums.

F CABINS

Retain existing 2 no. two-bedroom cabins (including an accessible cabin with disabled parking bay) that have recently been built.

Provide new cabins along the eastern boundary (where the site depth is very shallow and not ideal for larger caravans) to form a cohesive 'cabin precinct' including the following new cabins:

- 1 no. premium cabins (PC) - 2 bedrooms
- 4 no. deluxe cabins (DC) - 2 bedrooms
- 1 no. accessible cabin (AC) - 2 bedrooms including a disabled parking space
- 4 no. studio / workers accommodation cabins (SC) - 1 bedroom

Refer to the accommodation summary for accommodation types / numbers.

Each cabin to be provided with at least one parking space. Provide electric vehicle charging points and solar panels at selected cabins (EV charging numbers to be confirmed).

NOTE: There is sufficient space available to replace the proposed two-bedroom Premium Cabin with a three-bedroom cabin if there is sufficient demand.

G POWERED CARAVAN SITES

Remove 5 no. studio cabins and 4 ensuite sites along the western boundary. Provide a total of 23 powered caravan park sites distributed throughout the central, western and southern parts of the park including:

- Sites 1 - 9 and 23 drive through sites (see 'I' below),
- Sites 10 - 17 reverse-in angle sites
- Sites 18 - 22 reverse-in sites.

Site 22, 23 & 24 are relatively smaller camp sites and should be managed to be tent site / camper trailer / small caravan sites only.

Proposed retaining wall behind sites 10 - 14 to allow these sites to be levelled and be more functional for caravans.

NOTE: Services will need to be relocated to accommodate the re-positioned caravan / cabin sites.

H DRIVE-THROUGH SITES

Provide a total of 10 powered drive-through caravan park sites throughout the park.

I ENSUITES

Provide 3 no. ensuites blocks each comprising 2 individual / private bathrooms to service powered caravan sites 18-19, 20 - 21 and drive-through caravan sites 8 - 9.

J INTERNAL ROAD EXTENSION

Proposed 4.0m wide one-way gravel road to service new cabin locations / powered sites with a min.10 metre internal driveway radius throughout the park in accordance with CFA Fire Safety Guideline 2012. The road upgrade and development of the southern area of the park will require the removal of one mature River Red Gum.

K ENTRY / EXIT BOOMGATES + TRAFFIC MANAGEMENT BOLLARDS

Upgrade the entry / exit to the caravan park with new boom gates to improve the security of the park.

Relocate check-in parking bay near the office - see linemarked bays.

Provide line marking / signage as required to provide clear traffic / vehicle movement directions throughout the park.

Proposed traffic management bollards to increase safety and restrict unauthorised vehicle access into the park.

L EXISTING AND PROPOSED TREES

Engage a qualified arborist to undertake regular documented arboricultural assessment and tree management throughout the park as required.

- Existing Pine tree to be removed - subject to arborist assessment.
- Existing mature River Red Gum between the proposed gravel road and site no. 23 to be removed - subject to native vegetation removal permit / offset approval.
- Consider removing / pruning two trees near the proposed camp kitchen / playground to provide a safe clearance from the canopy of the mature River Red River Gum (tree # 2 & 3), subject to arborist assessment.

Align caravan park sites / roads and cabins to minimise impacts on trees to be retained.

Establish selected deciduous and evergreen trees throughout the park to maximise shade and amenity and to enhance the character of the park.

Project Name & Address:
Nhill Caravan Park

Drawing Title:
Key Recommendations

Client:
Hindmarsh Shire Council

Date: 25 March 2024
Scale: N/A @ A1 Sheet Size
Drawn: YL
Checked: DH
Planning Ref: N/A
Drawing No. **2335 - LP03**

Revision :



THOMSON HAY
LANDSCAPE ARCHITECTS

Accommodation & BBQ Shelter Options / Precedents

- IMAGES FOR ILLUSTRATIVE PURPOSE ONLY



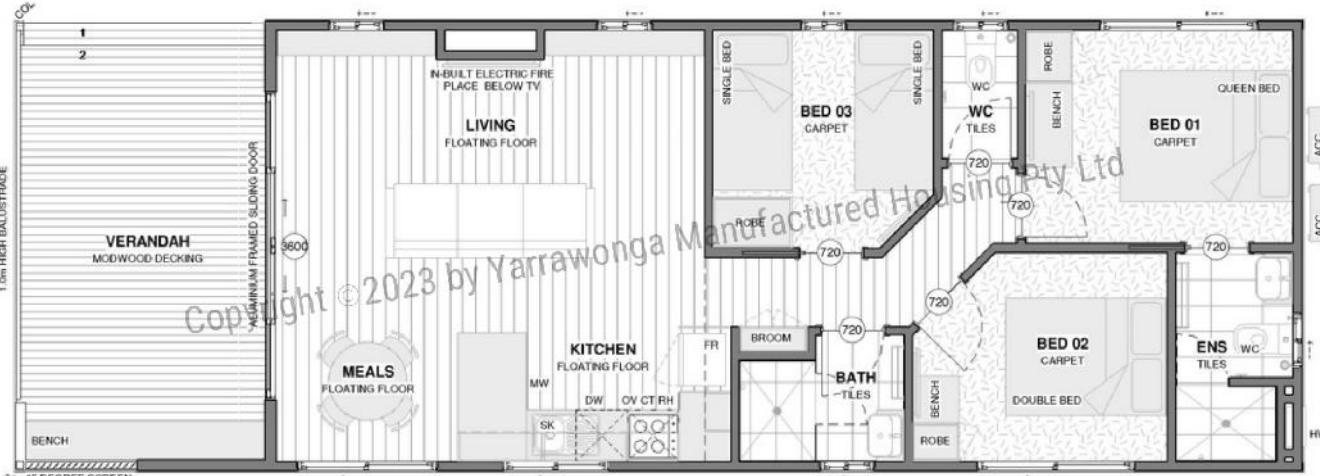
Family Cabin - 3 Bedrooms



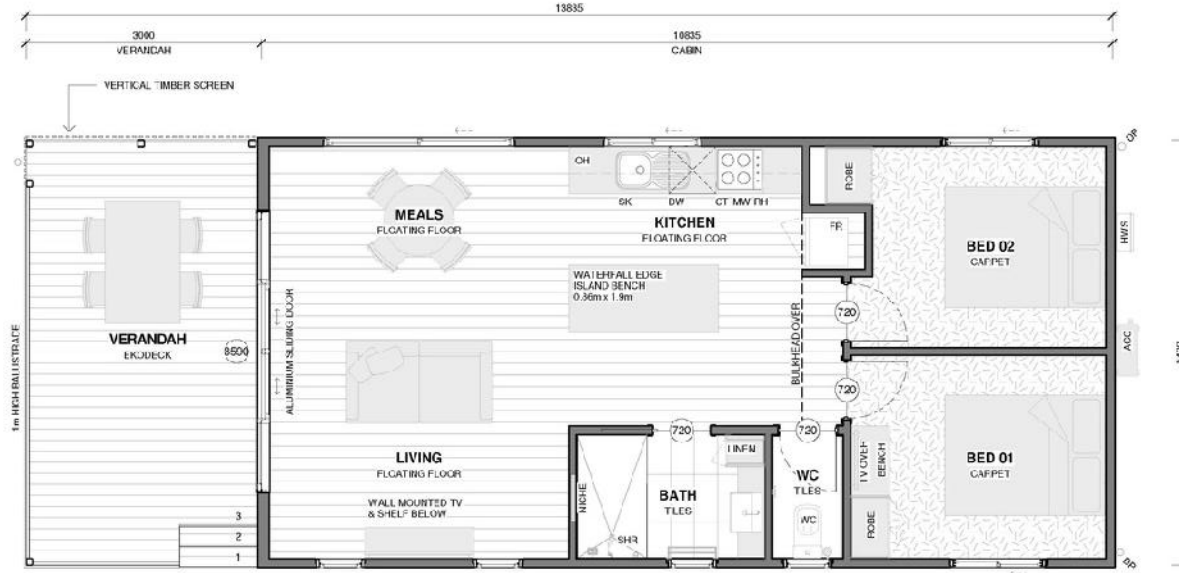
Premium Cabin - 2 Bedrooms



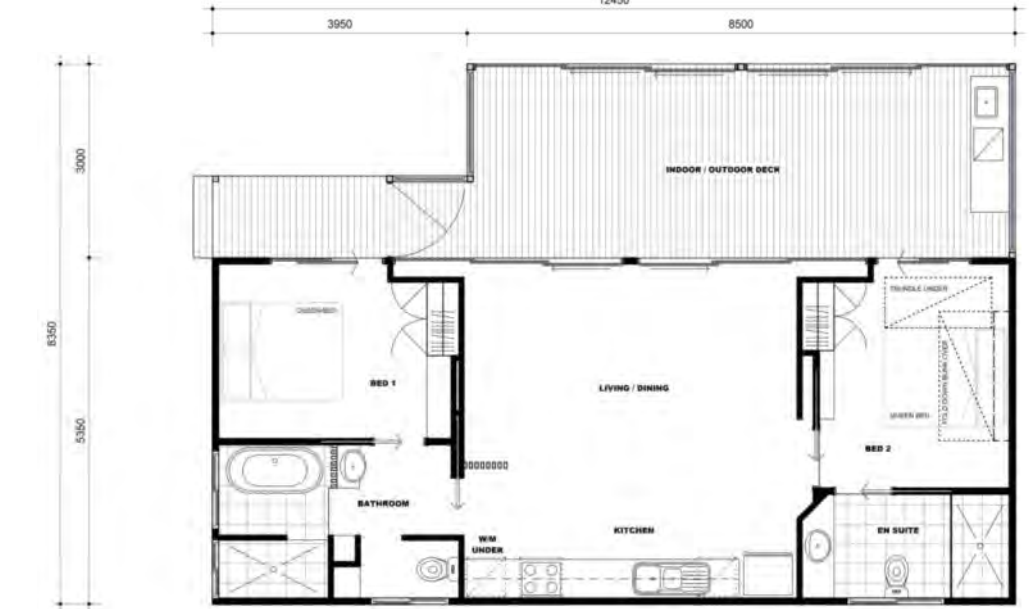
Deluxe Cabin - 2 Bedrooms



Family Cabin - 3 Bedrooms - Typical Floor Plan
Not to Scale



Premium Cabin - 2 Bedrooms - Typical Floor Plan
Not to Scale



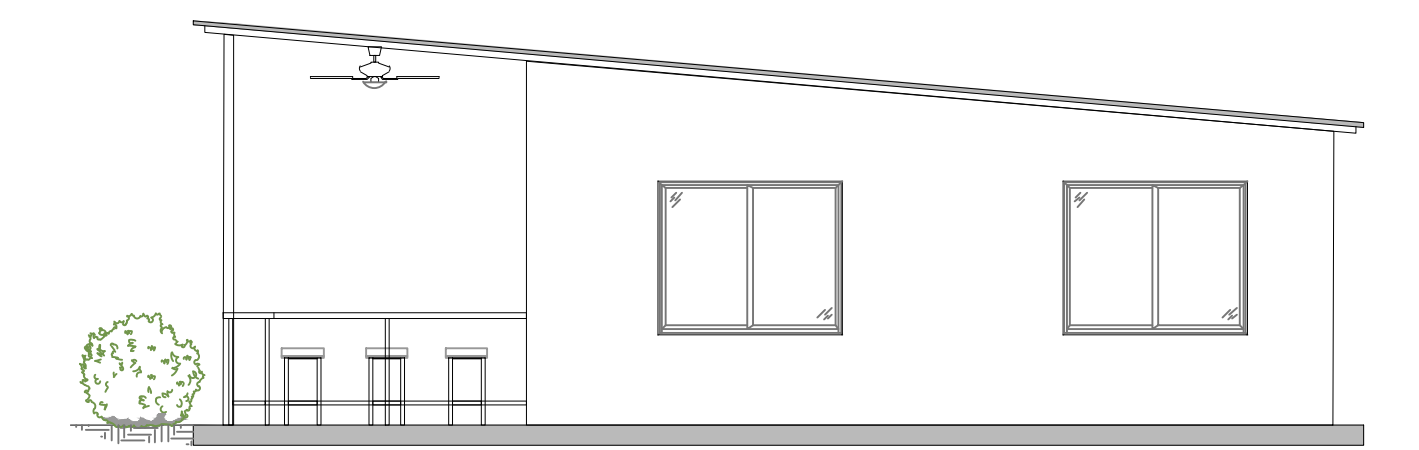
Deluxe Cabin - 2 Bedrooms - Typical Floor Plan
Not to Scale



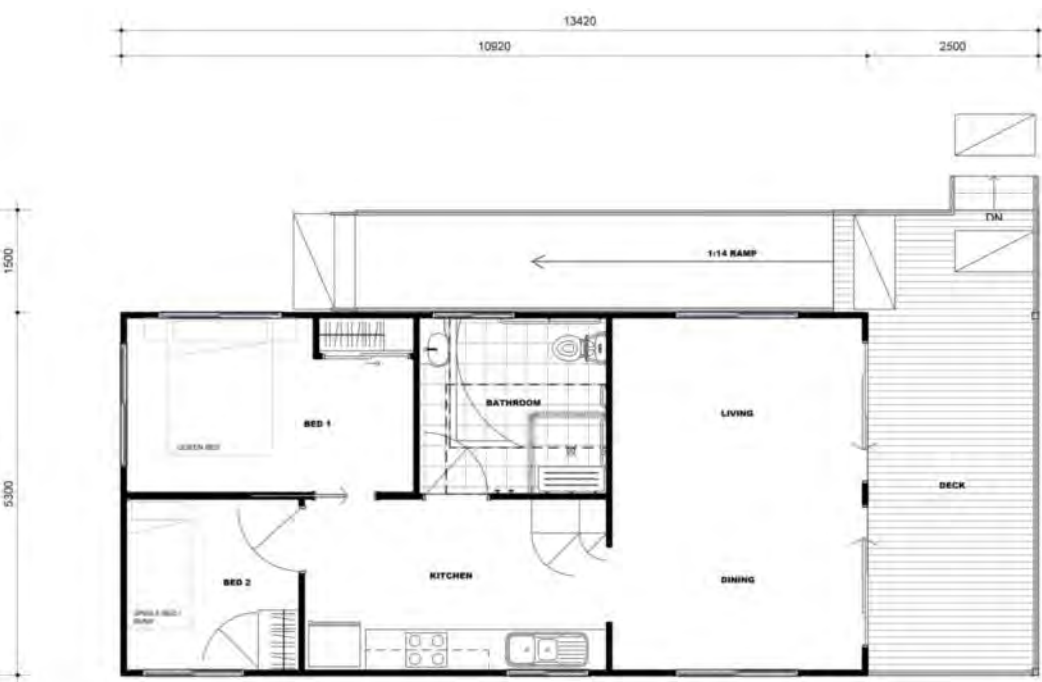
Accessible Cabin - 2 Bedrooms



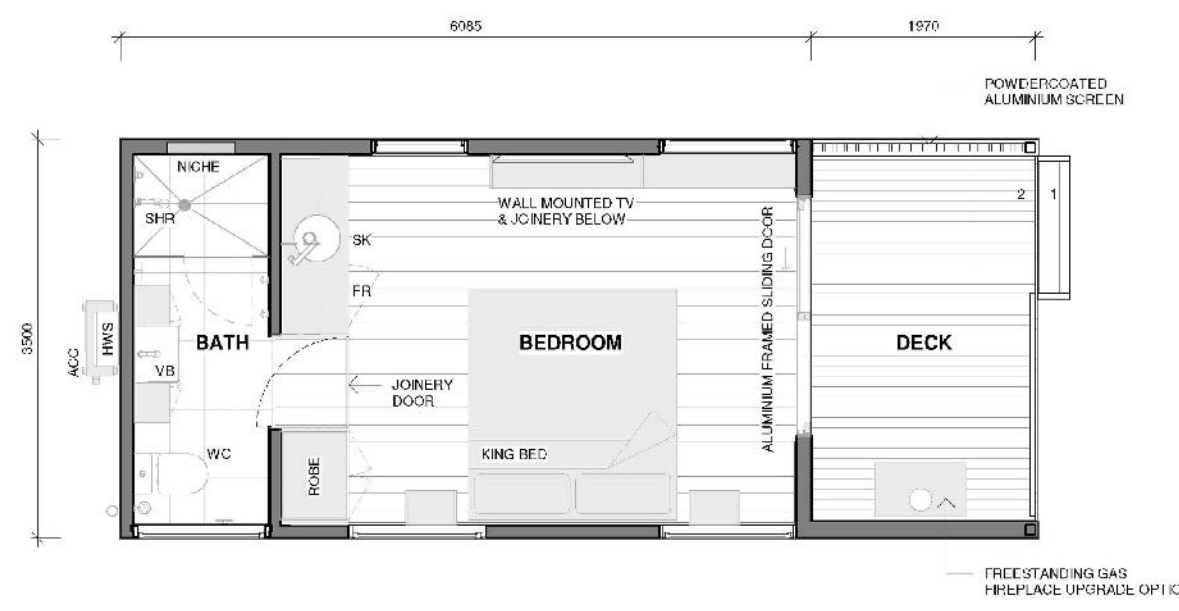
Studio Cabin - 1 Bedroom



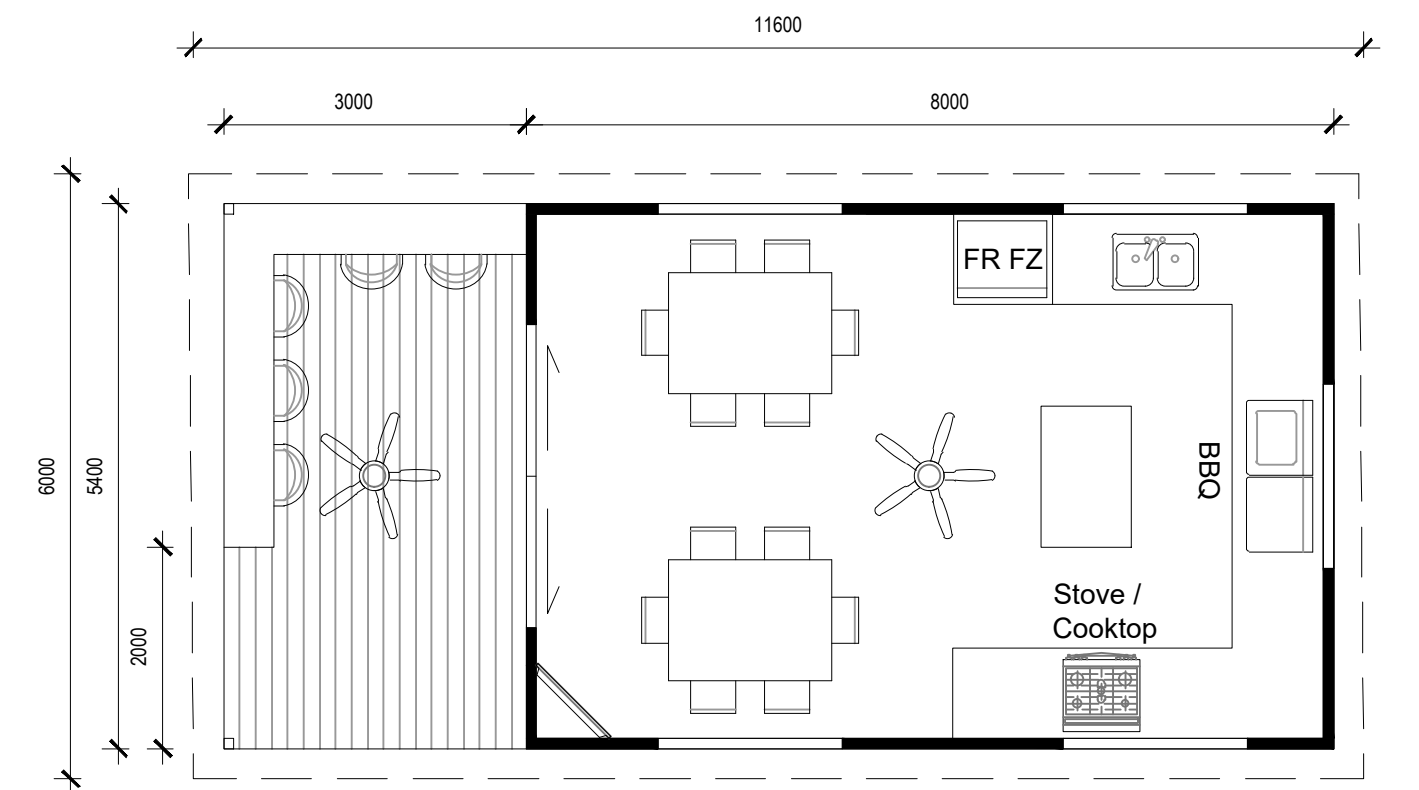
Camp Kitchen - Typical Elevation Plan
Not to Scale



Accessible Cabin - 2 Bedrooms - Typical Floor Plan
Not to Scale



Studio Cabin - 1 Bedroom - Typical Floor Plan
Not to Scale

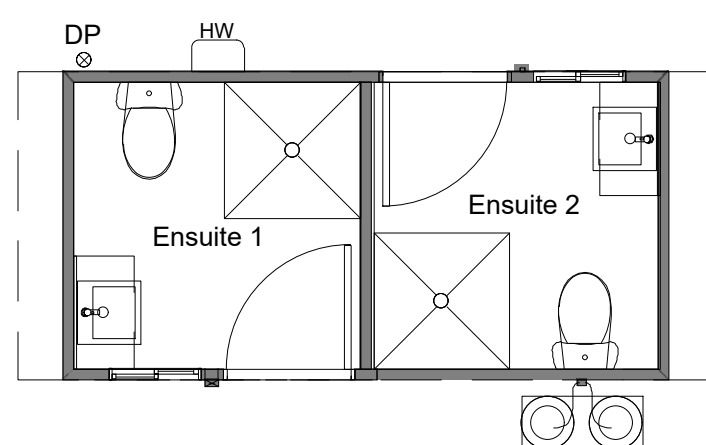


Camp Kitchen - Typical Floor Plan
Not to Scale

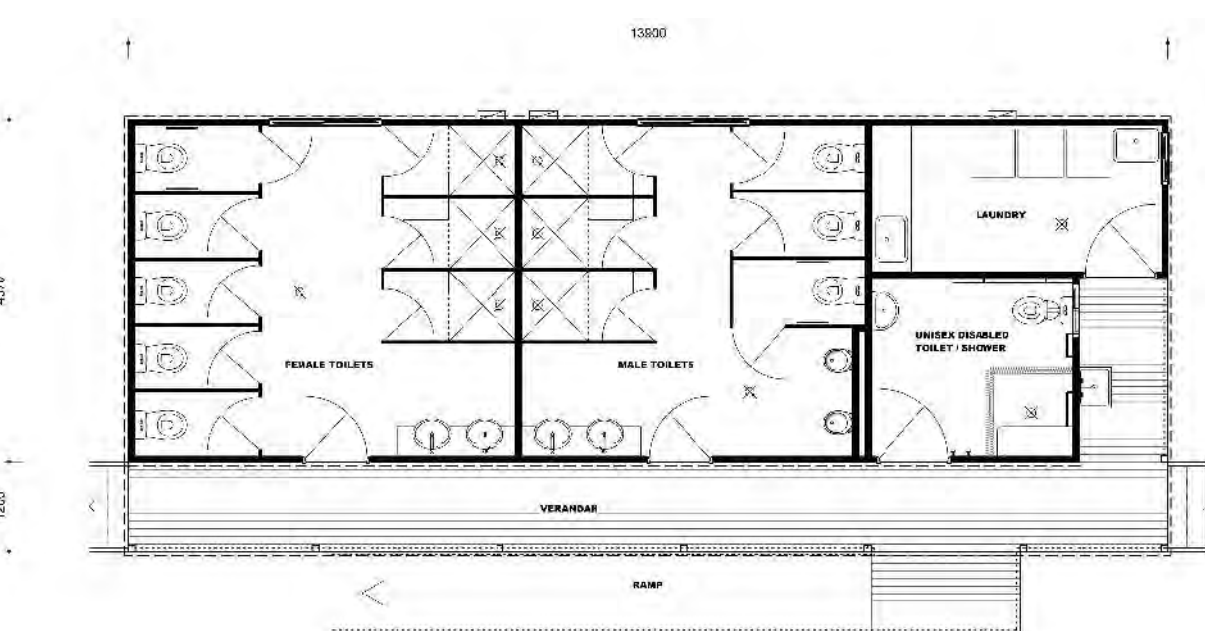
Note: Cabin designed to fit in to site - between internal road + River Red Gum tree protection zone.



Amenities Block - including all abilities access camp



Twin Ensuite - Typical Floor Plan



Amenities Block - Typical Floor Plan
Not to Scale

Project Name & Address:
Nhill Caravan Park

Drawing Title:
Accommodation, Camp Kitchen & BBQ Shelter Options

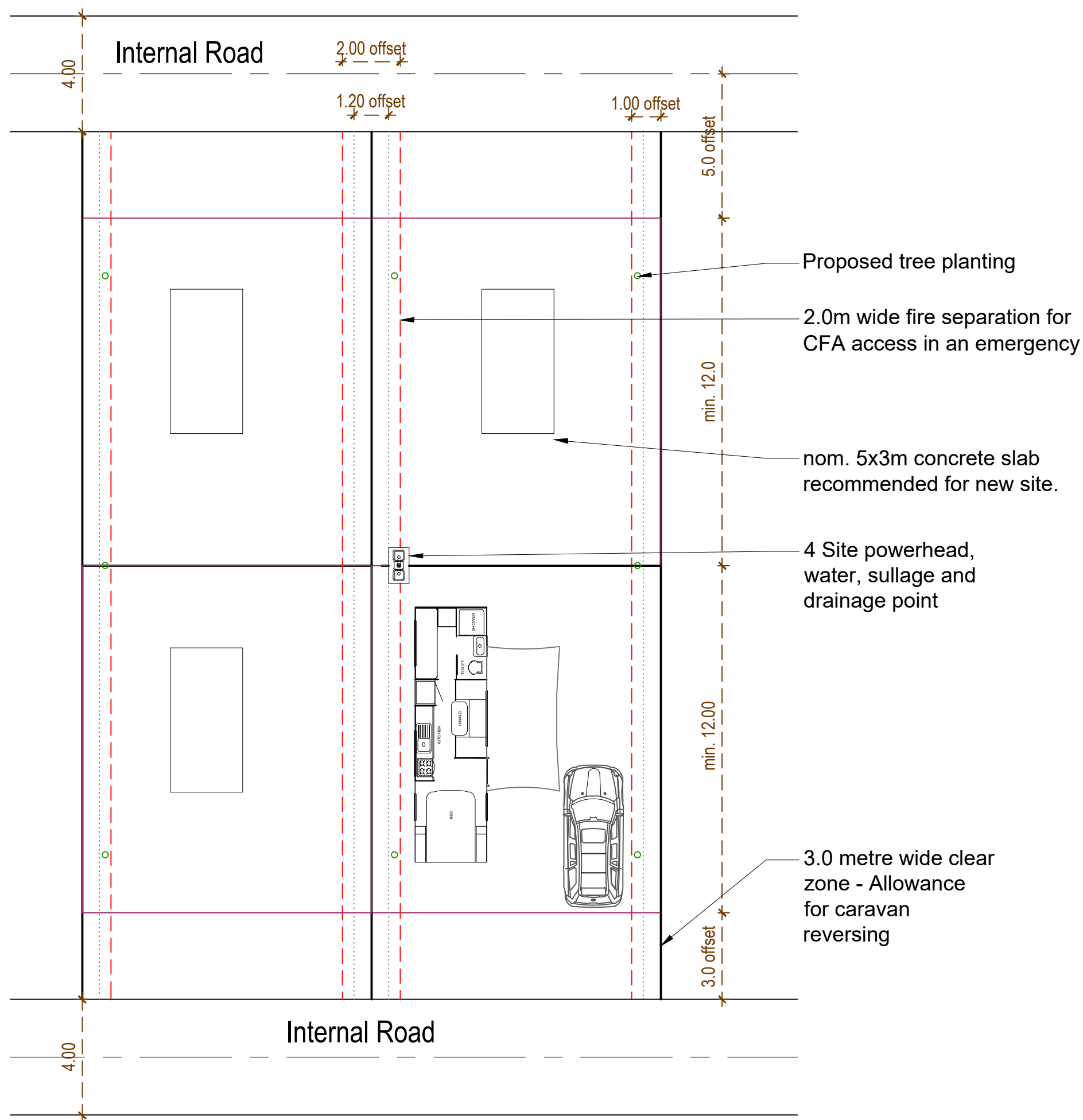
Client:
Hindmarsh Shire Council

Date: 25 March 2024
Scale: N/A @ A1 Sheet Size
Drawn: YL
Checked: DH
Planning Ref: N/A
Drawing No. 2335 - LP04

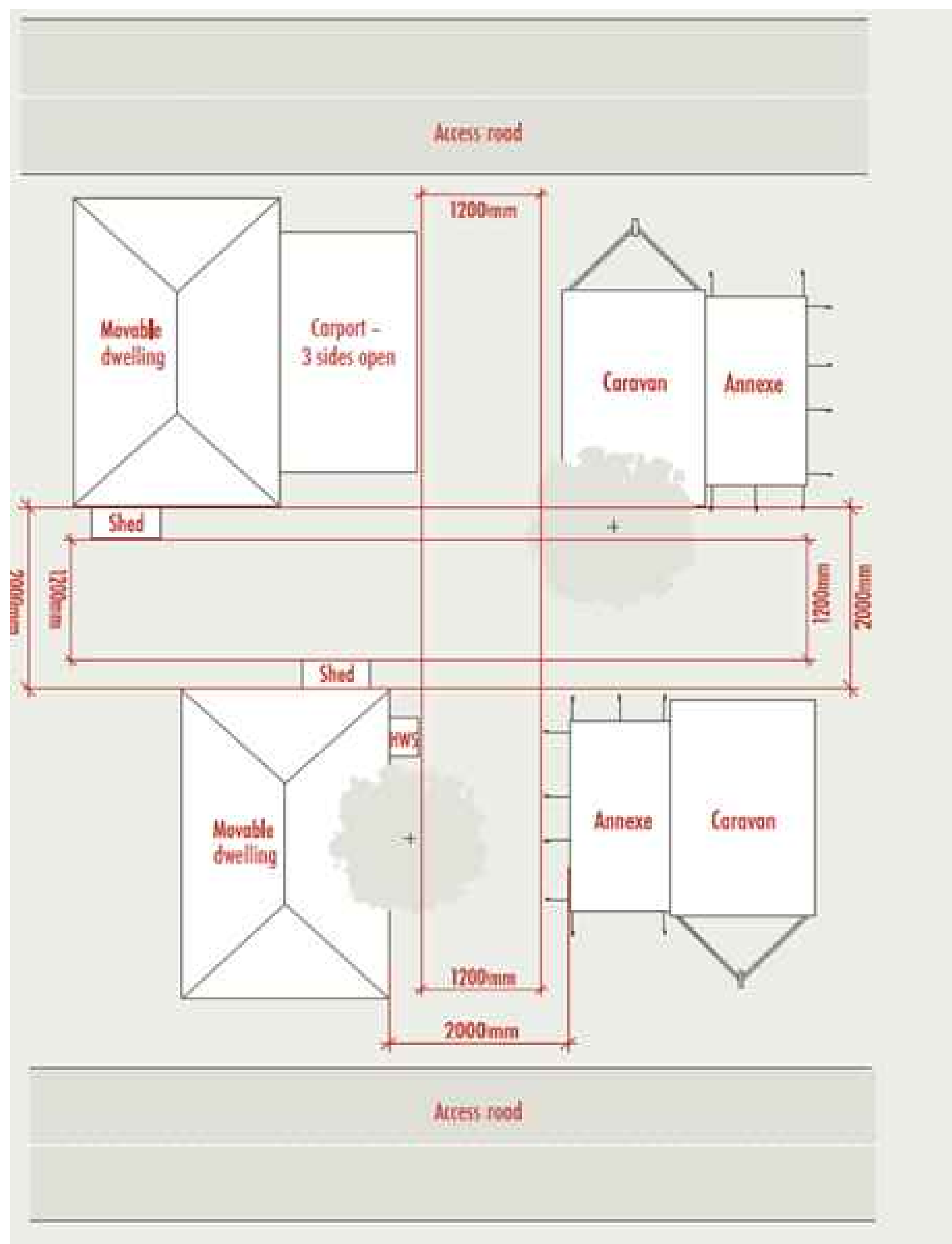
Revision :



THOMSON HAY
LANDSCAPE ARCHITECTS

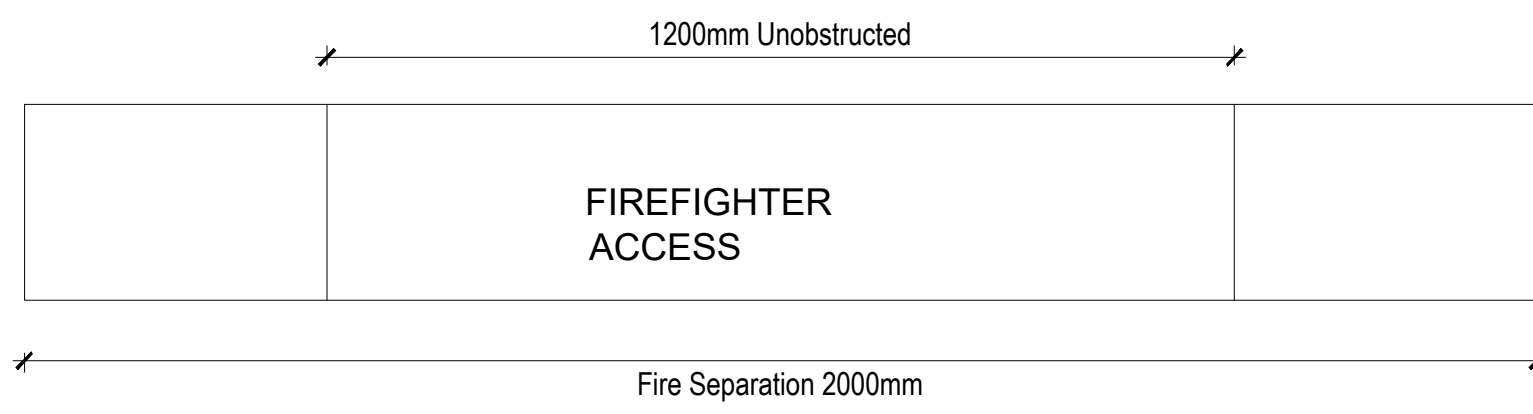


TYPICAL 10 X 12M ONE-WAY SITE LAYOUT
Scale 1:150 @ A1

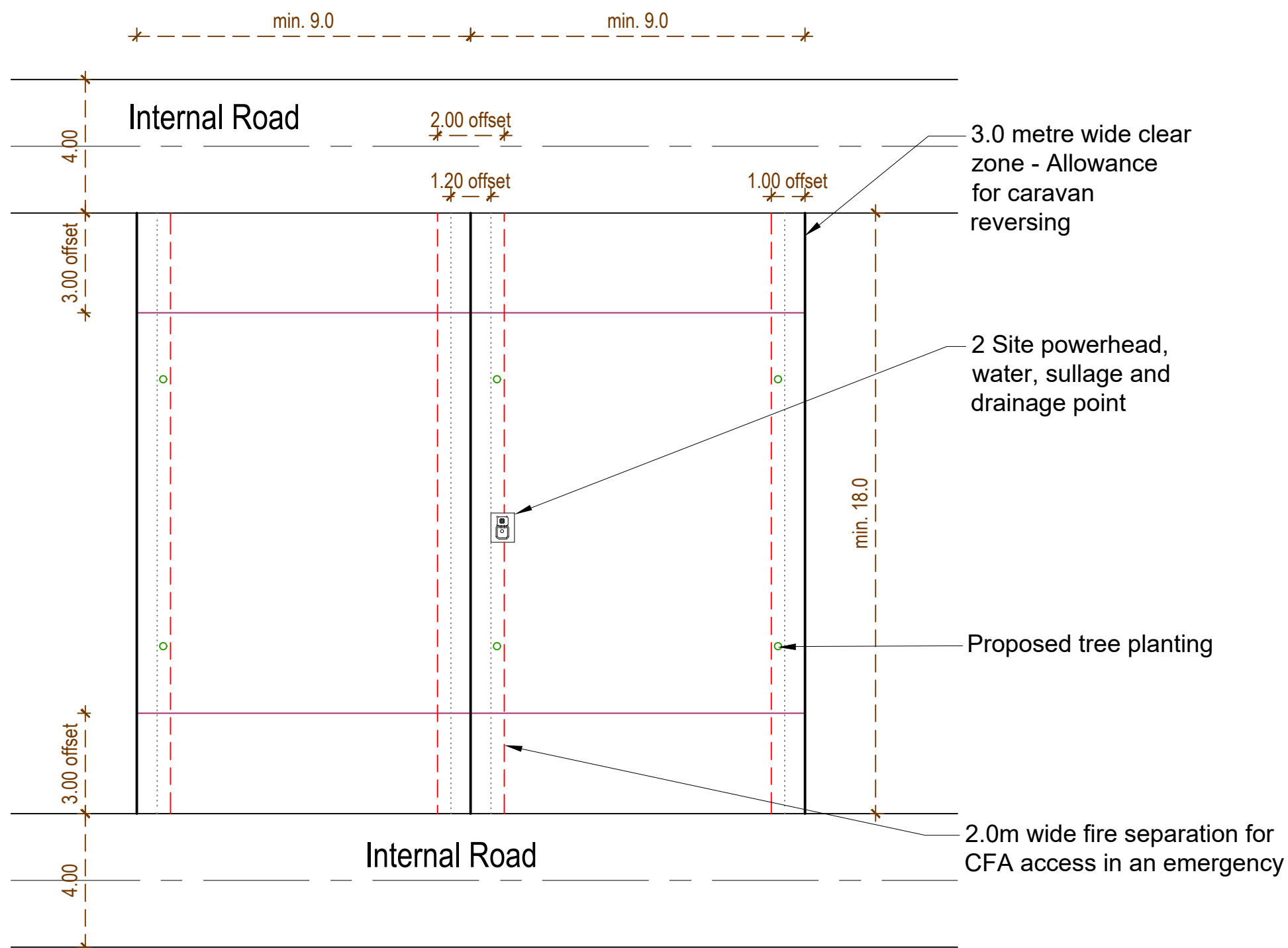


FIREFIGHTER ACCESS AND FIRE SEPARATION
Not to Scale

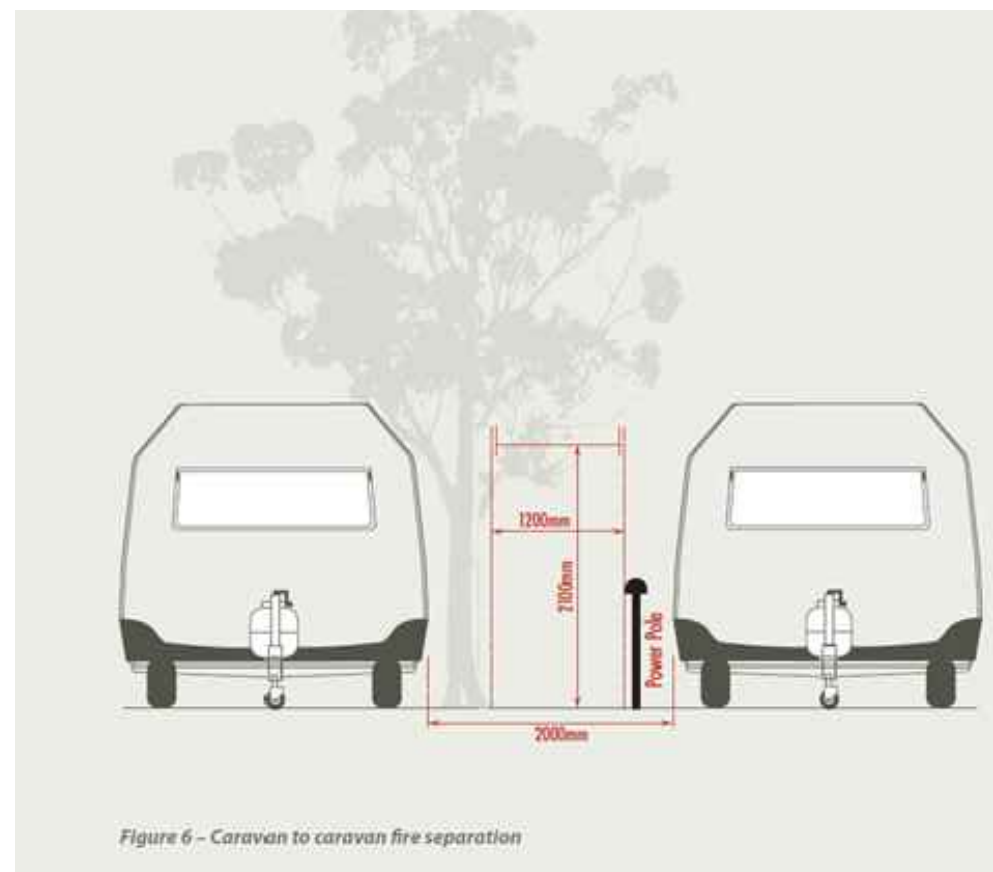
The minimum width required for firefighter access and fire separation must be provided between and around each structure in the caravan park in accordance with the following requirements as illustrated below.



FIREFIGHTER ACCESS AND FIRE SEPARATION
Not to Scale



TYPICAL 9 X 18M DRIVE THROUGH SITE LAYOUT
Scale 1:150 @ A1

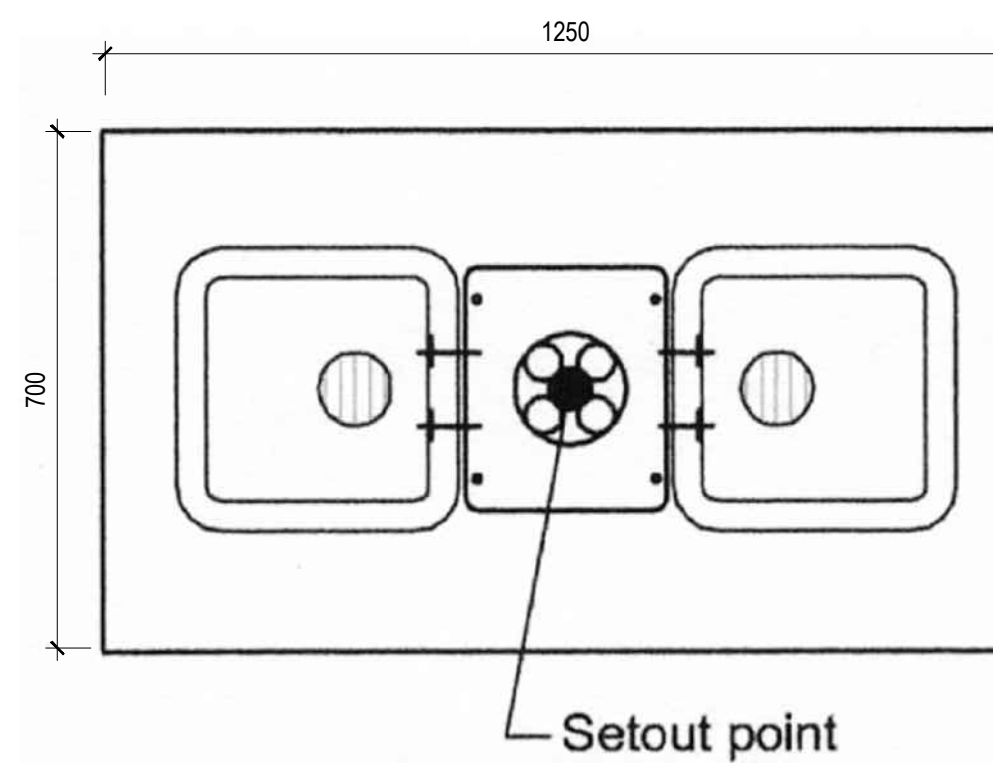


CARAVAN TO CARAVAN FIRE SEPARATION
Not to Scale

NOTE:
The minimum width required for firefighter access and fire separation must be provided between and around each structure in the caravan park in accordance with the following requirements as illustrated below.

- 1200mm in width and unobstructed at all times. (It is preferred that the firefighter access width is centrally located, but this is not essential); and
- provide with a surface that is suitably trafficable

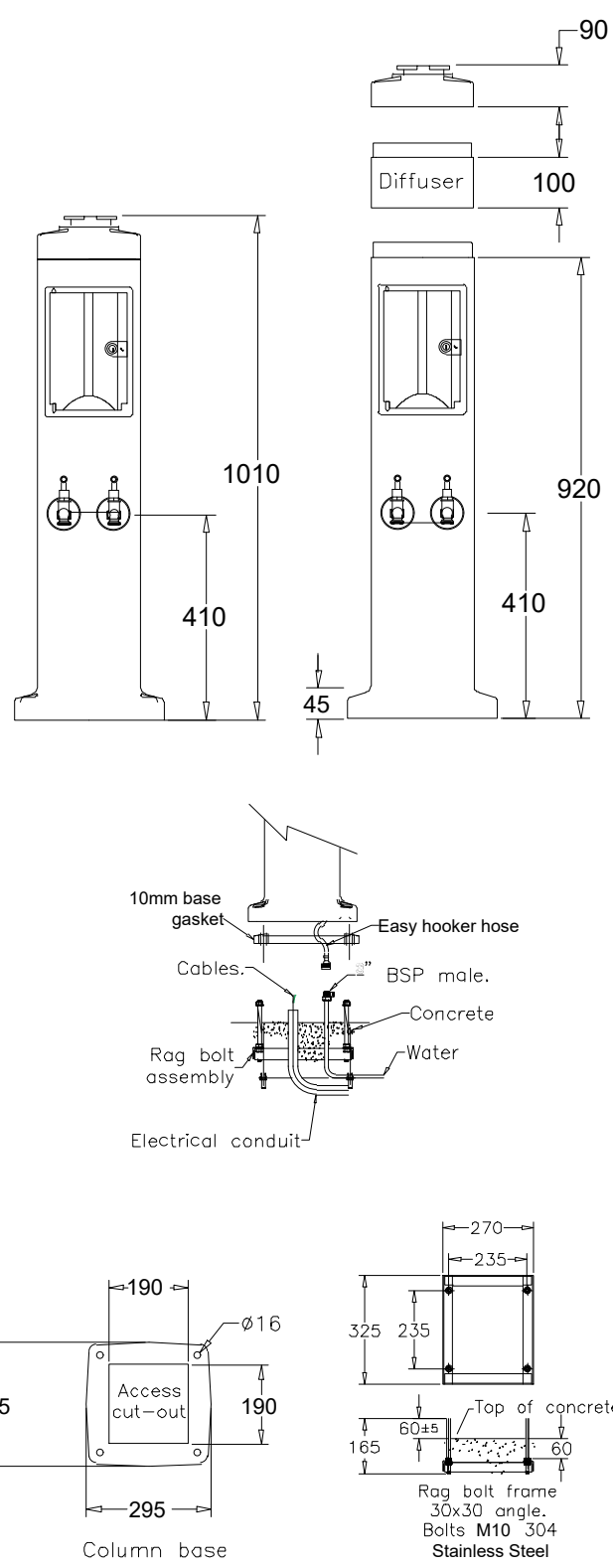
Fire separation must be 2000mm in width, measured between the external walls of associated structures. A minimum height of 2100mm must be maintained throughout the required fire separation width. Vegetation and storage between and around structure that may contribute to fire spread should be reduced and maintained appropriately.



K-MAC UNIT INCLUDING SITE SERVICE & DRAINAGE POINTS
Not to Scale



K-MAC UNIT INCLUDING SITE SERVICE & DRAINAGE POINTS



MATERIALS
Moulded from engineering grade polyethylene, fire retardant with UV stabilisers, in aesthetically pleasing ghost gum grey (10 year guarantee).

OUTLETS
• Up to two 15A single phase outlets per housing; a maximum of four outlets per pedestal.
• A range of 3 phase outlets and IEC309 outlets (international) available.

KEY SWITCHED OUTLETS
Keyed option to shut off power to outlets.

LOCKABLE HOUSING DOOR
Lockable option for fully sprung self-closing door, keyed alike or different.

SAFETY SWITCHES
Clipsal Electronic Series (5 year guarantee).

METERING OPTION
Electronic kWh meters to measure the electricity consumption for each customer.

LIGHT (MAX 60W)
• Manual switch
• Photo cell (auto)
• 24 hour timer

TELEVISION/PHONE/DATA
One to four TV/data/telecom outlets (Shuttered RJ45).

POWER LEAD HOLDER/EXTENSION
• Convenient powerlead holder comes standard on all models.
• A powerlead extension is optional and suspends powerleads off the ground up to a height of 2 meters.

WATER TAPS
Two or four fully plumbed 12mm chrome taps complete with "easy connect" flexible hose.

SULLAGE BRANCH
One to four-way grey water sullage pipes can be fitted discretely in the base of the pedestal.

MOUNTING OPTIONS
1. Ragbolt assembly for new concrete pad mounting. A cost saving method. Fast and secure. Free mounting template supplied. (See drawing).
2. Bolt onto existing concrete pad using own fixings.

Note: Powerheads to have either 2 or 4 site connections.

K-MAC POWERHEADS
PO Box 628, Geelong, VIC 3220 ABN 93 078 225 555
Phone 03 5221 5327 Email sales@kmac-powerheads.com
Sales 1800 639 609 Website www.kmac-powerheads.com
Mobile 0417 379 772 Fax 03 5222 6971

Project Name & Address:
Nhill Caravan Park

Drawing Title:
Typical Camp Site Layout

Client:
Hindmarsh Shire Council

Date: 25 March 2024
Scale: As Shown @ A1 Sheet Size
Drawn: YL
Checked: DH
Planning Ref: N/A
Drawing No. 2335 - LP05

Revision :



THOMSON HAY
LANDSCAPE ARCHITECTS

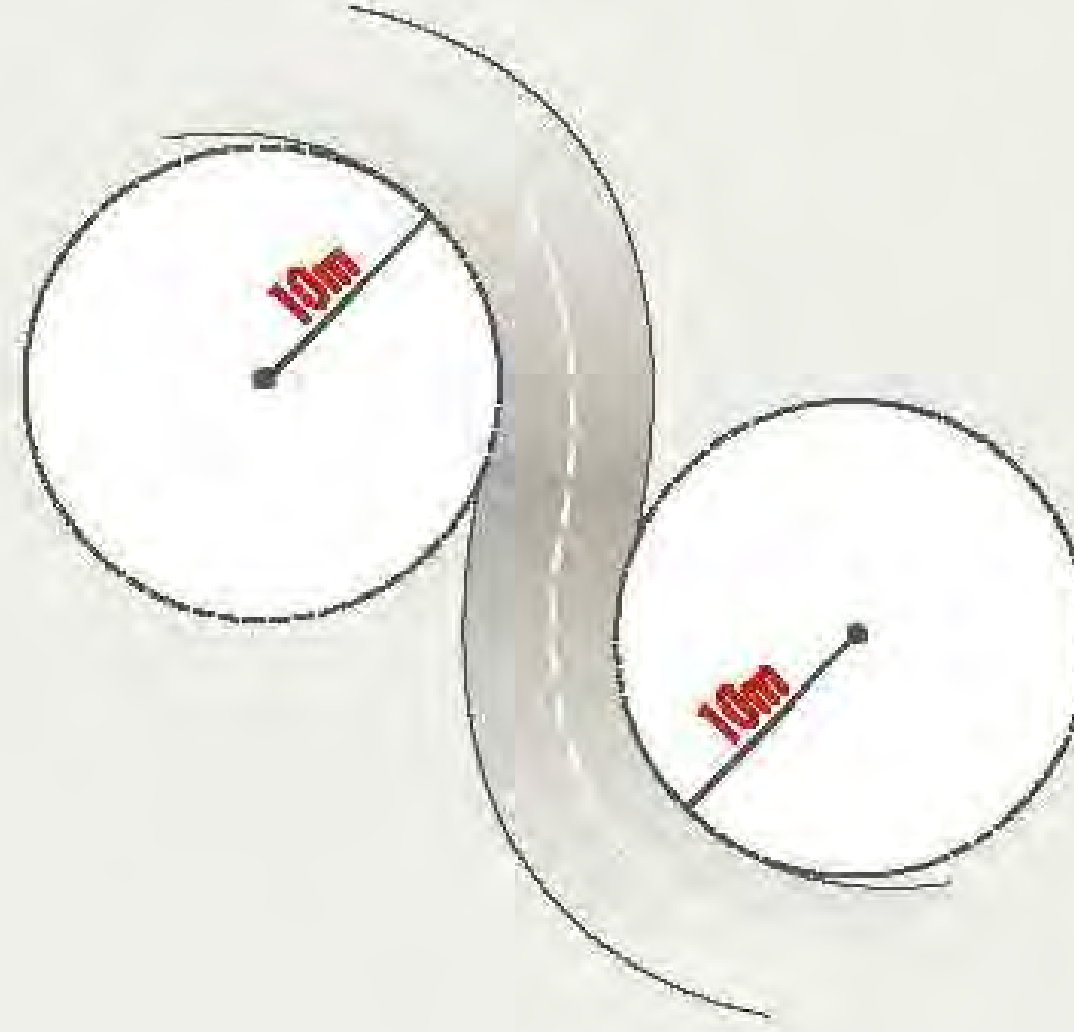
FIRE VEHICLE ACCESS



PP2 Fire vehicle access

Fire vehicle access (in accordance with regulation 21) must be provided within a caravan park as follows:

- a. Curves in a driveway must have a minimum inner radius of 10 metres (refer Figure 13 below).



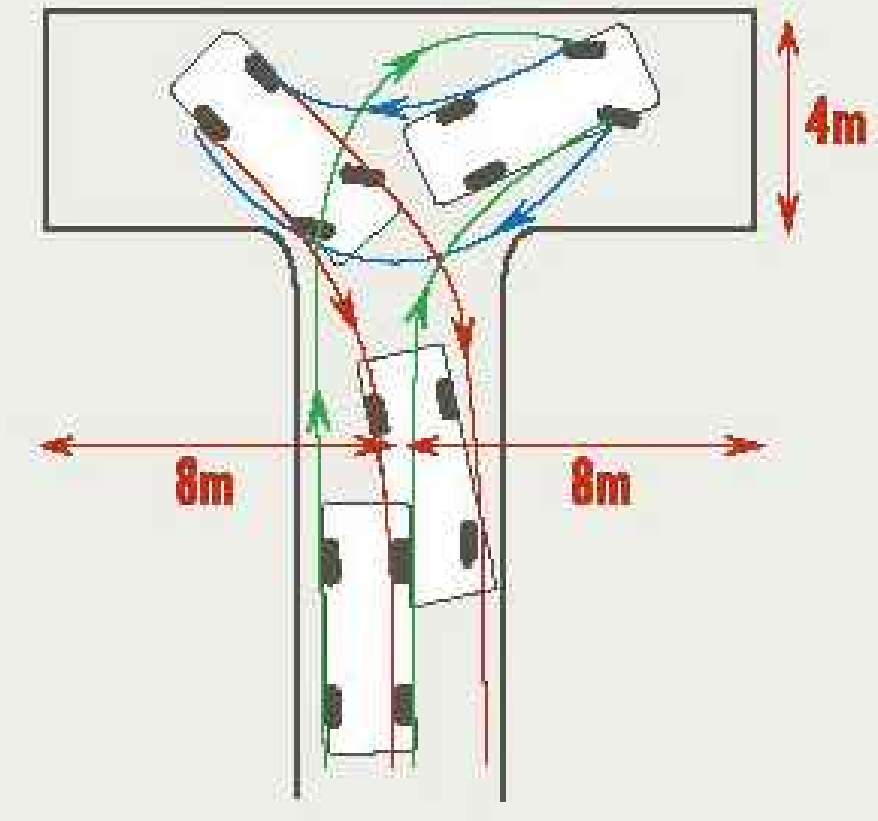
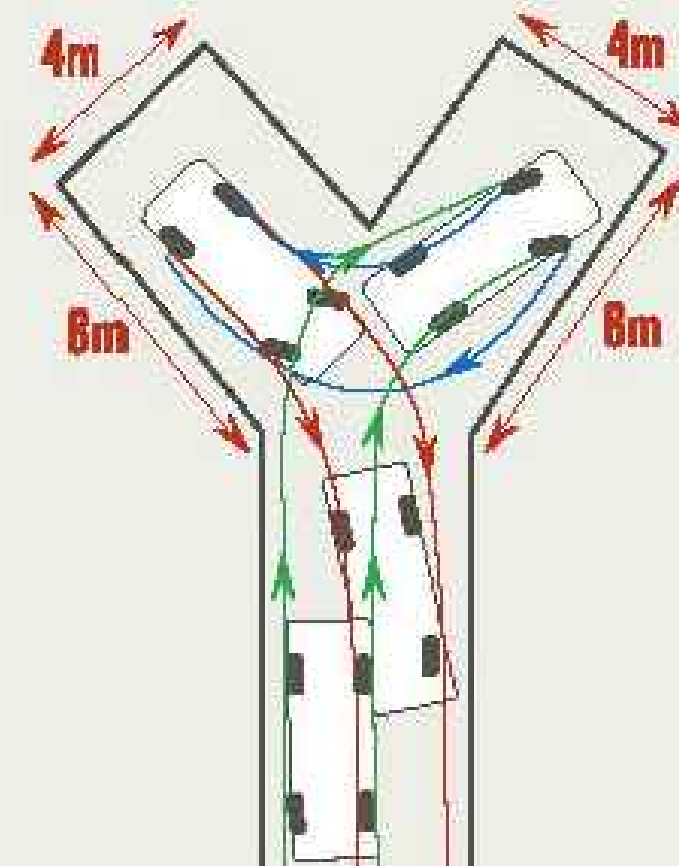
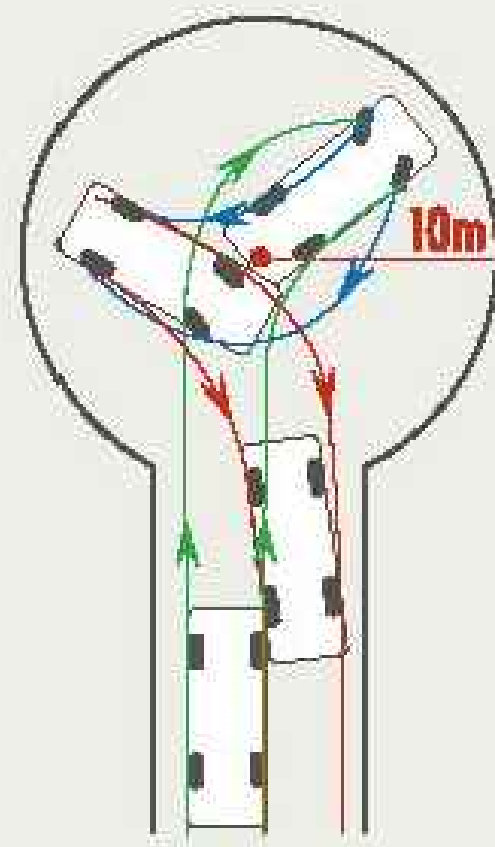
FIRE VEHICLE DRIVEWAY DETAIL

- Refer to CFA Caravan Park Safety Guideline published May 2012
Not to Scale

FIRE VEHICLE ACCESS



PP2 Fire vehicle access



FIRE VEHICLE ACCESS / TURNING CIRCLE DETAILS

- Refer to CFA Caravan Park Safety Guideline published May 2012
Not to Scale

Project Name & Address:
Nhill Caravan Park


Drawing Title:
Vehicle Access / Turning Circle Details



Client:
Hindmarsh Shire Council

Date: 25 March 2024
Scale: As Shown @ A1 Sheet Size
Drawn: YL
Checked: DH
Planning Ref: N/A
Drawing No. 2335 - LP06
Revision :






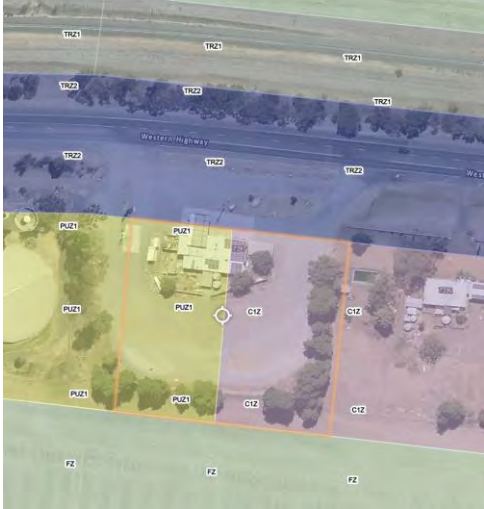
THOMSON HAY
LANDSCAPE ARCHITECTS



Property Address	Council Property No.	Standard Parcel Identifier (SPI)	PS Map Number	Anomaly/Correction	Aerial Photograph of Anomaly	Public or Private Ownership and Use	Justification and Description for Proposed Change
62-64 Leahy Street, Nhill	200634	CA11 and 12 SEC 27 Township Nhill (LP8462)	22zn	Privately owned land in a Public Land Zone		Privately owned parcel used for residential purposes in a Public Land Zone.	<p>The current zone applied to the land is the Public Use Zone (PUZ1). However, the land is vacant residential land in private ownership within the township boundary.</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>Therefore the proposed amendment to PS Map No. 22zn to realign the GRZ1 zoning to the title boundary to remove the PUZ1. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>

Rockley Street, Nhill	N/A	Lot 1 TP845876 and Lot 1 TP854075	22zn	Incorrectly zoned		Publicly owned by GWM Water. Land is not used for residential purposes	The current zone applying to the land is General Residential Zone – Schedule 1 (GRZ1). However, the land is owned by GWM Water and currently used for service and utility purposes. Therefore, the proposed amendment to PS Map No. 22zn seeks to rezone the land to PUZ1, to reflect the current and intended use of the land.
Road Reserve approx. 900m south-west of Nhill-Harrow Road/Western Highway intersection	N/A	R1/PS630537	21zn and 22zn	Incorrectly zoned		Publicly owned by Department of Transport. Contains Nhill Truck Stop	The current zone applying to the land is the Farming Zone (FZ). However, the land was acquired by Regional Roads Victoria (RRV), vested as Road Reserve on title forming part of the Western Highway, and currently used and developed as a truck stop. Therefore, the proposed amendment to PS Map No. 22zn seeks to rezone the land to TRZ2, to reflect the current and intended use of the land.



<p>47 Townsend Street, Nhill</p>	<p>129660</p>	<p>1\TP537 344</p>	<p>22zn</p>	<p>Land in two zones</p>		<p>Privately owned and used for industrial purposes</p>	<p>The current zones applied to the land are the Industrial 1 Zone (IN1Z) and the Farming Zone (FZ). The land is currently used for an industrial business and is privately owned. Therefore the proposed amendment to PS Map No. 22zn to realign the IN1Z to the parcel boundary, removing the FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
<p>23 Campbell Street, Nhill</p>	<p>120440</p>	<p>9\LP7158 3</p>	<p>22zn</p>	<p>Incorrectly zoned</p>		<p>Privately owned and used for residential purposes</p>	<p>The current zone applying to the land is the Farming Zone (FZ). The site is a standard residential lot within the Nhill Township Boundary at Clause 02.04 and developed for residential purposes. This amendment reflects the current and intended use of the land.</p>



3 Turner Street, Nhill	111780	CA 26D SEC 25 Township Nhill	22zn	Privately owned land in a Public Land Zone		Privately owned parcel used for residential purposes in a Public Land Zone.	<p>The current zone applied to the land is the Public Use Zone (PUZ2). However, the land is currently used for residential purposes and contains a privately owned dwelling.</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>Therefore, the proposed amendment to PS Map No. 22zn seeks to rezone the land to GRZ1, to reflect the current and intended use of the land.</p>
2 Station Street, Nhill	200177	CA1E SEC 25 Township Nhill	22zn	Incorrectly zoned		Public parkland in the Public Use Zone - Education	<p>The current zone applied to the land is the Public Use Zone (PUZ2). However, the land is owned by Council and currently used as public parkland in conjunction with the land to the north. Therefore, the proposed amendment to PS Map No. 22zn seeks to rezone the land to PPRZ, to reflect the current and intended use of the land.</p>


<p>74 MacPherson St Nhill and adjoining road reserve (to the east)</p>	<p>123600</p>	<p>Lot 2 LP118810</p>	<p>22zn</p>	<p>Incorrectly zoned</p>		<p>Publicly owned by WWHS and used as a health centre.</p>	<p>West Wimmera Health Services own various lots around the formal hospital building in Nhill that they use as part of their campus. There is one portion of GRZ that covers 74 Nelson St, the road reserve, and part of the Avonlea complex. The rest WWHS site is zoned PUZ3.</p> <p>WWHS are bound by a Service Agreement with the Victorian Department of Health. Hence, PUZ3 can be applied in order to reflect the current and intended use of the land.</p>
<p>7297 Western Highway, Nhill</p>	<p>131020</p>	<p>Lot 1 TP223438 and Lot 1 TP244487</p>	<p>22zn</p>	<p>Privately owned land currently in a Public Land Zone</p>		<p>Privately owned commercial land in a Public Land Zone</p>	<p>The current zones applied to the land are the Commercial 1 Zone (C1Z) and the Public Use Zone (PUZ1). However, the land is currently used for commercial purposes and contains a Service Station.</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council.




							Therefore, the proposed amendment to PS Map No. 22zn seeks to rezone the land to C1Z, to reflect the current and intended use of the land.
94 Nelson Street, Nhill	165000	CA4A and CA4B SEC 16 Township Nhill	22zn	Incorrectly zoned		Publicly (Council) owned, contains Nhill SES Unit	<p>The current zone applied to the land is the GRZ1. However, the land is currently used for an emergency services facility, located within the Nhill Town Centre on the Western Highway and owned by Council. The site abuts the Hindmarsh Shire Council offices.</p> <p>Therefore, the proposed amendment to PS Map No. 22zn seeks to rezone the land to PUZ7 (other public use), to reflect the current and intended use of the land.</p>
98-100 Nelson Street, Nhill	165020	CA1C, CA1D and CA2 SEC 16 Township Nhill	22zn	Incorrectly zoned		Privately owned, contains Nhill Post Office	<p>The current zone applied to the land is the GRZ1. However, the land is currently used for a post office (within the HO), located within the Nhill Town Centre on the Western Highway. The site is located between commercial and public uses.</p> <p>Therefore, the proposed amendment to PS Map No. 22zn seeks to rezone the land to C1Z, to reflect the current and intended use of the land.</p>


102 Nelson Street, Nhill	165040	Lot 2 PS51544 7	22zn	Incorrectly zoned		Privately owned, contains retail premises	<p>The current zone applied to the land is the GRZ1. However, the land is currently used for a retail premises, located within the Nhill Town Centre on the Western Highway. The site is located between commercial and public uses.</p> <p>Therefore, the proposed amendment to PS Map No. 22zn seeks to rezone the land to C1Z, to reflect the current and intended use of the land.</p>
104-106 Nelson Street, Nhill	165060	Lot 2 PS51544 7	22zn	Land in two zones		Owned by CFA, contains emergency services facility	<p>The current zones applied to the land are the PUZ1 and C1Z. The land would be appropriately zoned as either PUZ or C1Z, however as the CFA is a public entity, the PUZ7 (other public use) would appear most appropriate.</p> <p>Therefore the proposed amendment to PS Map No. 22zn to rezone the land from PUZ1 to PUZ7, and realign the zoning to the title boundary to remove the C1Z. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>



110 Nelson Street, Nhill (and adjoining road reserve)	165100 (part)	Lot 1 TP90041 3	22zn	Land in two zones		Privately owned, used and developed as single dwelling	<p>The current zones applied to the land are the Commercial 1 Zone (C1Z) and the General Residential Zone (GRZ1). The land is currently used and developed for a dwelling and is privately owned. The site is off the Western Highway, where the town centre transitions from commercial to residential activity. Therefore the proposed amendment to PS Map No. 22zn to realign the GRZ1 to the parcel boundary, removing the C1Z. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
29-31 Leahy Street, Nhill (and road reserve to south)	143260	Lot 1 TP23339 8	22zn	Land in two zones		Privately owned Education Centre	<p>The current zones applied to the land are the Public Use Zone 2 -Education (PUZ2) and the General Residential Zone (GRZ1). The land is currently used and developed as a Catholic School and is privately owned. The extent of PUZ2 applies to the 'Principals House' on the land, with the majority of the school zoned GRZ1. As it is a private school, the land should not be in a public land use zone.</p> <p>Therefore the proposed amendment to PS Map No. 22zn to realign the GRZ1 to the parcel boundary and southern road reserve, removing the PUZ2. This amendment reflects the current and intended use of the land.</p>



							This correction ensures that only one zone applies to the land.
1-3 Burnside Avenue, Dimboola	20020	Lot 1 PS51906 6	33zn	Land in two zones		Privately owned, used and developed as single dwelling	<p>The current zones applied to the land are the Public Park and Recreation Zone (PPRZ) and the General Residential Zone (GRZ1). The land is currently used and developed for a dwelling and is privately owned. The PPRZ portion of the land had the reserve status removed under Planning Permit PA1066-2006 which was registered at the titles office in July 2008.</p> <p>Therefore the proposed amendment to PS Map No. 33zn to realign the GRZ1 to the parcel boundary, removing the PPRZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
18 St Leonards Avenue, Dimboola	27720	Lot 2 PS51906 6	33zn	Land in multiple zones		Privately owned, used and developed as single dwelling	<p>The current zones applied to the land are the Public Park and Recreation Zone (PPRZ), Public Conservation and Resource Zone (PCRZ) and the General Residential Zone (GRZ1). The land is currently used and developed for a dwelling and is privately owned. The PPRZ and PCRZ portion of the land had the reserve status removed under Planning Permit PA1066-2006 which was registered at the titles office in July 2008.</p>



							Therefore the proposed amendment to PS Map No. 33zn to realign the GRZ1 to the parcel boundary, removing the PPRZ and PCRZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.
53 Lloyd Street, Dimboola	24620	CA 9 SEC 9 Township Dimboola	33zn	Incorrectly zoned		Privately owned and used for residential purposes	<p>The current zone applying to the land is the Public Park and Recreation Zone (PPRZ).</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>The site is a standard residential lot within the Dimboola Township Boundary at Clause 02.04 and developed for residential purposes. This amendment reflects the current and intended use of the land.</p>

55 Lloyd Street, Dimboola	24660	CA 15 SEC 9 Township Dimboola	33zn	Incorrectly zoned		Owned by Council and contains the Dimboola Swimming Pool	The current zone applying to the land is the Public Park and Recreation Zone (PPRZ). However, the land is owned by Council and currently used for community purposes. Therefore, the proposed amendment to PS Map No. 33zn seeks to rezone the land to PUZ6, to reflect the current and intended use of the land.
57 Lloyd Street, Dimboola	24680	CA 12 SEC 9 Township Dimboola	33zn	Incorrectly zoned		Owned by Victoria Police and used for the Dimboola Police Station	The current zone applying to the land is the Public Park and Recreation Zone (PPRZ). However, the land is owned by Victoria Police and currently used as an Emergency Services Facility. Therefore, the proposed amendment to PS Map No. 33zn seeks to rezone the land to PUZ7, to reflect the current and intended use of the land.
59 Lloyd Street, Dimboola	24700	CA 12A SEC 9 Township Dimboola	33zn	Incorrectly zoned		Privately owned and used for residential purposes	<p>The current zone applying to the land is the Public Park and Recreation Zone (PPRZ).</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council.

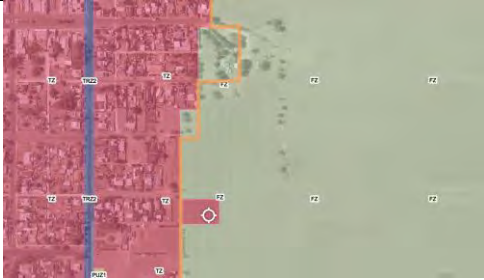

							<p>The site is a standard residential lot within the Dimboola Township Boundary at Clause 02.04 and developed for residential purposes. It is proposed to rezone the land to General Residential Zone – Schedule 1 (GRZ1) to reflect the residential use of the land. This amendment reflects the current and intended use of the land.</p>
1/61 Lloyd Street, Dimboola	24740	Lot 1 PS53274 2	33zn	Incorrectly zoned		Privately owned and used for residential purposes	<p>The current zone applying to the land is the Public Park and Recreation Zone (PPRZ).</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>The site is a standard residential lot within the Dimboola Township Boundary at Clause 02.04 and developed for residential purposes. This amendment reflects the current and intended use of the land.</p>



2/61 Lloyd Street, Dimboola	200318	Lot 2 PS53274 2	33zn	Incorrectly zoned		Privately owned and used for residential purposes	<p>The current zone applying to the land is the Public Park and Recreation Zone (PPRZ).</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>The site is a standard residential lot within the Dimboola Township Boundary at Clause 02.04 and developed for residential purposes. This amendment reflects the current and intended use of the land.</p>
8-10 Wimmera Street, Dimboola	30820	CA 14 SEC 9 Township Dimboola	33zn	Incorrectly zoned		Owned by GWM Water and used for service and utility purposes	<p>The current zone applying to the land is the Public Park and Recreation Zone (PPRZ). However, the land is owned by GWM Water and currently used for service and utility purposes.</p> <p>Therefore, the proposed amendment to PS Map No. 33zn seeks to rezone the land to PUZ1, to reflect the current and intended use of the land.</p>

12 Wimmera Street, Dimboola	30800	CA 10 SEC 9 Township Dimboola	33zn	Incorrectly zoned		Owned by Council and used as a community centre	The current zone applying to the land is the Public Park and Recreation Zone (PPRZ). However, the land is owned by Council and currently used for community purposes. Therefore, the proposed amendment to PS Map No. 33zn seeks to rezone the land to PUZ6, to reflect the current and intended use of the land.
14A Wimmera Street, Dimboola	200110	Lot 2 PS41708 2	33zn	Incorrectly zoned		Privately owned and used for residential purposes	<p>The current zone applying to the land is the Public Park and Recreation Zone (PPRZ).</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>The site is a standard residential lot within the Dimboola Township Boundary at Clause 02.04 and developed for residential purposes. This amendment reflects the current and intended use of the land.</p>


<p>14B Wimmera Street, Dimboola</p>	<p>30790</p>	<p>Lot 1 PS41708 2</p>	<p>33zn</p>	<p>Incorrectly zoned</p>		<p>Privately owned and used for residential purposes</p>	<p>The current zone applying to the land is the Public Park and Recreation Zone (PPRZ).</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>The site is a standard residential lot within the Dimboola Township Boundary at Clause 02.04 and developed for residential purposes. This amendment reflects the current and intended use of the land.</p>
<p>16 Wimmera Street, Dimboola</p>	<p>30780</p>	<p>CA 8 SEC 9 Township Dimbool a</p>	<p>33zn</p>	<p>Incorrectly zoned</p>		<p>Owned by Ambulance Victoria and used as an Emergency Services Facility</p>	<p>The current zone applying to the land is the Public Park and Recreation Zone (PPRZ). However, the land is owned by Ambulance Victoria and currently used as an Emergency Services Facility. Therefore, the proposed amendment to PS Map No. 33zn seeks to rezone the land to PUZ7, to reflect the current and intended use of the land.</p>

16 Norman Street, Rainbow (and adjacent road reserve)	820 (part)	Lot 1 TP57329 7	10zn	Land in two zones		Privately owned and used for residential purposes	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently used and developed for a dwelling and is privately owned. The entirety of the land is shown in the Rainbow Framework Plan at Clause 02.04 as being within the township boundary</p> <p>Therefore the proposed amendment to PS Map No. 10zn to realign the TZ to the southern parcel boundary and southern road reserve, removing the FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
11-13 Edgar Street, Rainbow (and adjacent road reserve)	500 (part)	Lot 46 LP5167	10zn	Land in two zones		Privately owned, vacant residential land	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently vacant within a residential area, and is privately owned. The entirety of the land is shown in the Rainbow Framework Plan at Clause 02.04 as being within the township boundary</p> <p>Therefore the proposed amendment to PS Map No. 10zn to realign the TZ to the southern parcel boundary and southern road reserve, removing the FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>



Taverner Street, Rainbow	2010	Lot 2 PS43549 0	10zn	Land in two zones		Privately owned, agricultural land	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently part of a larger agricultural property, and is privately owned. The entirety of the land is shown in the Rainbow Framework Plan at Clause 02.04 as being outside of the township boundary</p> <p>Therefore the proposed amendment to PS Map No. 10zn to realign the FZ to the western parcel boundary, removing the TZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
2 Railway Street, Rainbow (and adjacent road reserves)	6640	CA5 SEC 5 Township Rainbow	10zn	Incorrectly zoned		Council owned, used and developed as part of the Rainbow Caravan Park	<p>The land is zoned Township Zone (TZ), but was purchased by Council and has been developed with cabins to be used as part of the Caravan Park to the south (Council Planning Permit PA1769-2022).</p> <p>Therefore, it is proposed to rezone the land and abutting road reserves to PPRZ, to reflect the public ownership of the land and connection to public land to the immediate south.</p>


2A Railway Street, Rainbow	7864	CA17 and CA23 SEC 5 Township Rainbow	10zn	Land in multiple zones		Council owned, used and developed as part of the Rainbow Caravan Park	<p>The land is currently zoned Public Park and Recreation Zone (PPRZ), Public Use Zone 6 (PUZ6) and Farming Zone (FZ). The land is owned by Council and contains the Rainbow Caravan Park, Tennis and Netball Courts, bike trails and other passive recreational assets.</p> <p>It is proposed to realign the PPRZ zoning to the title boundaries to remove the PUZ6 and FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
Swinbourn e Avenue, Rainbow	7862	CA18, CA19, CA21, CA22 SEC 5 Township Rainbow	10zn	Land in multiple zones		Council owned, containing showgrounds and other public open space	<p>The land is currently zoned Public Park and Recreation Zone (PPRZ), Public Use Zone 6 (PUZ6) and Farming Zone (FZ). The land is owned by Council and contains the Rainbow Showgrounds and other passive recreational assets.</p> <p>It is proposed to realign the PPRZ zoning to the title boundaries to remove the PUZ6 and FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>



6679 Dimboola- Rainbow Road, Rainbow	7930	CA16 SEC 5 Township Rainbow	10zn	Incorrectly zoned		Council owned, contains the Rainbow Works Depot	<p>The land is currently zoned Public Park and Recreation Zone (PPRZ). The land is owned by Council and contains the Council Works Depot for Rainbow</p> <p>It is proposed to rezone the land from PPRZ to PUZ6, to reflect that this is not public recreational land, but land used by Council for providing municipal services.</p>
104 Taverner Street, Rainbow	1240	Lot 1 TP39303 0	10zn	Incorrectly zoned		Privately owned residential land containing a dwelling	<p>The current zone applied to the land is the Farming Zone (FZ). The land currently contains a dwelling, and is privately owned. The entirety of the land is shown in the Rainbow Framework Plan at Clause 02.04 as being within the township boundary. The land is not used for agriculture and not large enough to be viable agricultural land.</p> <p>Therefore the proposed amendment to PS Map No. 10zn to rezone the land to TZ. This amendment reflects the current and intended use of the land.</p>
Gray Street, Rainbow	5120	Lot 1 TP61723 4	10zn	Incorrectly zoned		Land owned by the Department of Education and used for recreational activities	<p>The current zone applied to the land is the Farming Zone (FZ). The land currently contains an oval, used for passive recreation, including by the Rainbow P-12 College</p> <p>Therefore the proposed amendment to PS Map No. 10zn to rezone the land to PUZ2 - Education. This amendment reflects the public</p>

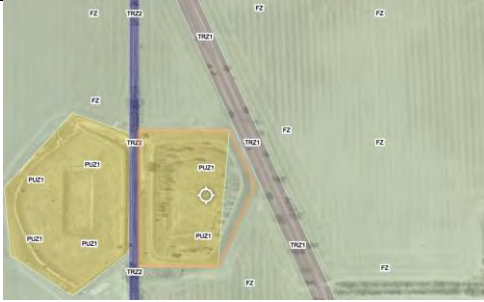
							ownership, and current and intended use of the land.
5 Park Street, Rainbow (and adjacent road reserves)	6260	CA28 SEC 9 Township Rainbow	10zn	Land in two zones		Privately owned, contains the Rainbow Bowling Club	<p>The current zones applied to the land are the Township Zone (TZ) and Public Park and Recreation Zone (PPRZ). The land currently contains the Rainbow Bowls Club, and is privately owned.</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>It is noted that the land is shown in the Rainbow Framework Plan at Clause 02.04 as being recreational land. However, as it is privately owned, it is not considered appropriate to extend the PPRZ to cover the entire property.</p> <p>Therefore the proposed amendment to PS Map No. 10zn to rezone the land to TZ. This amendment reflects the current and intended use of the land, and its private ownership.</p>



<p>Park Street, Rainbow (and adjacent road reserves)</p>	<p>6220</p>	<p>CA27 SEC 9 T: Rainbow</p>	<p>10zn</p>	<p>Land in two zones</p>		<p>Council owned, comprises public open space</p>	<p>The current zones applied to the land are the Township Zone (TZ) and Public Park and Recreation Zone (PPRZ). The land currently contains public open space.</p> <p>It is noted that the land is shown in the Rainbow Framework Plan at Clause 02.04 as being recreational land.</p> <p>Therefore the proposed amendment to PS Map No. 10zn to rezone the land to PPRZ. This amendment reflects the current and intended use of the land, and its public ownership.</p>
<p>18 Taverner Street, Rainbow</p>	<p>700</p>	<p>PC37007 0</p>	<p>10zn</p>	<p>Land in two zones</p>		<p>Privately owned and used for residential purposes</p>	<p>The current zones applied to the land are the Township Zone (TZ) and the Public Use Zone (PUZ1). The land is currently used and developed for a dwelling and is privately owned. There does not appear to be any public assets within the PUZ1 area of the site</p> <p>Therefore the proposed amendment to PS Map No. 10zn to realign the TZ to the western parcel boundary, removing the PUZ1. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>



<p>Dimboola-Rainbow Road Reserve, between 6635 and 6677</p>	<p>No assessment number</p>	<p>CA 24 SEC G1 Parish of Werrap and adjacent road reserves</p>	<p>10zn and 11zn</p>	<p>Incorrectly zoned</p>		<p>Publicly owned by Department of Transport (road reserves).</p>	<p>The land shown as Dimboola-Rainbow Road is managed by the Department of Transport, and is appropriate to be zoned TRZ2 as directed by the Ministerial Direction on the form and content of planning schemes. However, the current mapping has been placed on the incorrect side of the rail corridor, with the actual Dimboola-Rainbow Road being zoned Farming Zone.</p> <p>Therefore, the proposed amendment to PS Map No. 10zn and 11zn seeks to realign the road corridor to be zoned TRZ2, to reflect the current and intended use of the land. The area currently zoned TRZ2 would be realigned to be FZ.</p>
<p>1 Kruger Road, Rainbow</p>	<p>8500</p>	<p>CA24E Parish Werrap</p>	<p>10zn</p>	<p>Incorrectly zoned</p>		<p>Privately owned and used for residential purposes</p>	<p>The current zone applied to the land is the Public Park and Recreation Zone (PPRZ). However, the land is currently used for residential purposes and contains a privately owned dwelling.</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government



							<p>department, public authority or a municipal council.</p> <p>Therefore, the proposed amendment to PS Map No. 10zn seeks to rezone the land to FZ, to reflect the current and intended use of the land.</p>
3 Kruger Road, Rainbow	8480	Lot 1 TP67133 4	10zn	Incorrectly zoned		Privately owned and used for residential purposes	<p>The current zone applied to the land is the Public Park and Recreation Zone (PPRZ). However, the land is currently used for residential purposes and contains a privately owned dwelling.</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>Therefore, the proposed amendment to PS Map No. 10zn seeks to rezone the land to FZ, to reflect the current and intended use of the land.</p>



15 Kruger Road, Rainbow	8460	Lot 1 and 2 TP24007 9 and Lot 1 TP58806 1 and Lot 1 TP58806 8	10zn and 11zn	Land in two zones		Privately owned and used for residential purposes	<p>The current zones applied to the land are the Public Park and Recreation Zone (PPRZ) and Public Use Zone 1 (PUZ1). However, the land is currently used for residential purposes and contains a privately owned dwelling.</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>Therefore, the proposed amendment to PS Map No. 10zn and 11zn seeks to rezone the land to FZ, to reflect the current and intended use of the land.</p>
6635 Dimboola- Rainbow Road, Rainbow	15900	Lot 1 TP39851 3 and Lot 1 PS62211 5	10zn and 11zn	Land in two zones		Privately owned and used for residential and agricultural purposes	<p>The current zones applied to the land are the Farming Zone (FZ), Public Park and Recreation Zone (PPRZ) and Public Use Zone 1 (PUZ1). However, the land is currently used for residential and agricultural purposes and contains a privately owned dwelling.</p> <p>Land that is not public land must not be included in a public land zone.</p>



						<p>Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or • Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>Therefore, the proposed amendment to PS Map No. 10zn and 11zn seeks to realign the zoning maps to remove the PUZ1 and PPRZ, and rezone the whole of the land to FZ, to reflect the current and intended use of the land.</p>
Dimboola-Rainbow Road, Rainbow	14680	Lot 1 TP21772 3	11zn	Land in two zones		<p>Council owned, used and developed for public open space (Rainbow Lake)</p> <p>The land is zoned Public Use Zone 1 (PUZ1) and Farming Zone (FZ), but was acquired by Council and has been established as a passive recreational area (Council Planning Permit PA1732-2021).</p> <p>Therefore, it is proposed to rezone the land to PPRZ, to reflect the public ownership of the land and use as an open space area.</p>


63 Lower Roy Street, Jeparit	63320	Lot 1 LP16544	17zn	Land in two zones		Privately owned and used for residential purposes	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently used and developed for a dwelling and is privately owned. The entirety of the land is shown in the Jeparit Framework Plan at Clause 02.04 as being within the township boundary</p> <p>Therefore the proposed amendment to PS Map No. 17zn to realign the TZ to the northern parcel boundary, removing the FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
65 Lower Roy Street, Jeparit	63340	Lot 2 LP16544	17zn	Land in two zones		Privately owned and used for residential purposes	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently used and developed for a dwelling and is privately owned. The entirety of the land is shown in the Jeparit Framework Plan at Clause 02.04 as being within the township boundary</p> <p>Therefore the proposed amendment to PS Map No. 17zn to realign the TZ to the northern parcel boundary, removing the FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>

67 Lower Roy Street, Jeparit	63360	Lot 3 LP16544	17zn	Land in two zones		Privately owned and used for residential purposes	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently used and developed for a dwelling and is privately owned. The entirety of the land is shown in the Jeparit Framework Plan at Clause 02.04 as being within the township boundary</p> <p>Therefore the proposed amendment to PS Map No. 17zn to realign the TZ to the northern parcel boundary, removing the FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
5A Mill Street, Jeparit	63740	Lot 4 LP13685 6	17zn	Land in two zones		Privately owned and used for residential purposes	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently used and developed for a dwelling and is privately owned. The entirety of the land is shown in the Jeparit Framework Plan at Clause 02.04 as being within the township boundary</p> <p>Therefore the proposed amendment to PS Map No. 17zn to realign the TZ to the northern parcel boundary, removing the FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>

<p>35-41 Sands Avenue, Jeparit</p>	<p>65540 (part)</p>	<p>Lot 1 TP42848 4</p>	<p>17zn</p>	<p>Land in two zones</p>		<p>Privately owned and used as a Place of Worship</p>	<p>The current zones applied to the land are the Township Zone (TZ) and the Rural Living Zone (RLZ). The land is currently used and developed for a place of worship and is privately owned.</p> <p>Therefore the proposed amendment to PS Map No. 17zn to realign the TZ to the western parcel boundary, removing the RLZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land. It is noted this will require amendment to the Jeparit Framework Plan to include this piece of land within the Township boundary</p>
<p>1 Peterson Avenue, Jeparit</p>	<p>64060</p>	<p>Lot 1 TP24727 3 and Lot 1 TP51387 3</p>	<p>17zn</p>	<p>Incorrectly zoned</p>		<p>Privately owned and used for residential purposes</p>	<p>The current zone applied to the land is the Rural Living Zone (RLZ). The land is currently used and developed for a dwelling on an area of approximately 2,685m² and is privately owned. The land abuts residential land (TZ) to the east and south, and is the only dwelling on a small RLZ lot in Jeparit (effectively, it has been developed as if it were a TZ lot).</p> <p>Therefore the proposed amendment to PS Map No. 17zn seeks to rezone the land to TZ from RLZ. This amendment reflects the current and intended use of the land. It is noted this will require amendment to the</p>

							Jeparit Framework Plan to include this parcel within the Township boundary
2597 Dimboola- Rainbow Road, Tarranyurk	77560	Lot 1 TP37512 5	18zn	Land in two zones		Privately owned and used for residential purposes	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently used and developed for a dwelling and is privately owned. The entirety of the land is shown in the dwelling is located in the FZ at present.</p> <p>Therefore the proposed amendment to PS Map No. 17zn to realign the TZ to the southern parcel boundary, removing the FZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
2653 Dimboola- Rainbow Road, Tarranyurk	78180	Lot 1 PS62799 3	18zn	Land in two zones		Privately owned and used for commercial purposes (general store and stockfeed and grain purposes)	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently used and developed for small scale commercial purposes.</p> <p>Therefore the proposed amendment to PS Map No. 17zn to realign the TZ to the western parcel boundary, removing the FZ. This amendment reflects the current and intended use of the land, and provides appropriate versatility in allowing for commercial activities subject to a permit. This correction ensures that only one zone applies to the land.</p>

<p>Dimboola-Rainbow Road, Tarranyurk</p>	<p>200376</p>	<p>Lot 2 PS60842 7</p>	<p>18zn</p>	<p>Land in two zones</p>		<p>Privately owned, agricultural land</p>	<p>The current zones applied to the land are the Township Zone (TZ) and the Farming Zone (FZ). The land is currently part of a larger agricultural property, and is privately owned. The area zoned TZ is effectively landlocked, and appears to have been intended to match the rear boundary of the residential properties to the east.</p> <p>Therefore the proposed amendment to PS Map No. 10zn to realign the FZ to the eastern parcel boundary, removing the TZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
<p>Netherby-Baker Road, Netherby</p>	<p>108500 (part)</p>	<p>Lot 11 LP8250</p>	<p>14zn</p>	<p>Land in two zones</p>		<p>Privately owned, agricultural land</p>	<p>The current zones applied to the land are the Public Park and Recreation Zone (PPRZ) and the Farming Zone (FZ). The land is currently part of a larger agricultural property, and is privately owned.</p> <p>Land that is not public land must not be included in a public land zone. Ministerial Direction <i>'The Form and Content of Planning Schemes'</i> clearly states that a planning scheme may only include land in a public land zone if the land is:</p> <ul style="list-style-type: none"> • Crown land or

						<ul style="list-style-type: none"> Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council. <p>Therefore the proposed amendment to PS Map No. 14zn to realign the FZ to the eastern parcel boundary, removing the PPRZ. This amendment reflects the current and intended use of the land. This correction ensures that only one zone applies to the land.</p>
Memorial Park Drive, Netherby	108740	CA1 Section 5	14zn	Incorrectly zoned		<p>Owned by the Crown (Minister for Finance) and used for passive recreation</p> <p>The current zone applied to the land is the Farming Zone (FZ). The land contains public open space, being the Netherby Memorial Park Oval.</p> <p>Therefore the proposed amendment to PS Map No. 14zn to rezone the land to PPRZ. This amendment reflects the current and intended use of the land, and its public ownership.</p>



POLICY

C028 Privacy and Data Protection Policy

1 Purpose

The purpose of this policy is to support Hindmarsh Shire Council in meeting its obligations under the *Privacy and Data Protection Act 2014* in the collection, management, and disclosure of personal information, and to ensure that the Information Privacy Principles are embedded in our operational environment.

2 Scope

This policy applies to all Councillors, employees, contractors, and volunteers of Council.

This policy applies to all personal information held by Council, including information sourced by Council from third parties.

Third Party Contractors Bound by Act

Where a contractor of Council breaches the Information Privacy Principles (IPPs), Council will be held responsible unless the contractor has agreed to be bound by the IPPs in an enforceable contract with the Council.

For this reason, all new contracts should include a provision ensuring that third party contractor, including subcontractors to them, are bound by the IPP's in the same way and to the same extent as Council. Model Terms to be used in contracts, MOU's and/or agreements have been included in section [4.13](#) of this policy.

To assist with compliance the contractor must be provided with a copy of this policy.

3 Definitions

Council	means Hindmarsh Shire Council
IPPs	means Information Privacy Principles
PDPA	means the <i>Privacy and Data Protection Act 2014</i>
Personal information	means information or an opinion about an individual whose identity is obvious or can reasonably be established, other than certain health or generally available information.
Policy	means this Privacy and Data Protection Policy

Primary Purpose	means the purpose/s for which an individual's personal information was collected.
Secondary Purpose	means a purpose related to the primary purpose; or where an individual would reasonably expect Council to use or disclose their personal information.

4 Policy Statement

Council seeks to responsibly manage the personal information it handles and is committed to ensuring full compliance with the IPPs outlined in the PDPA. Council believes that the responsible handling of personal information is a key aspect of democratic governance and is strongly committed to protecting an individual's right to privacy.

4.1 Principle 1 - Collection

4.1.1 The Type of Information Collected

The type of personal information collected by Council will depend on the functions, services, events, and activities offered by Council. The personal information Council typically collects includes, but is not limited to an individual's:

- name
- date of birth
- address
- contact information (email & phone number)
- signature
- vehicle registration number
- payment or billing information

Council will only collect personal information that is necessary for carrying out its functions or activities. Before collection occurs, Council staff must have established the type of personal information they will be collecting and confirm that all personal information proposed to be collected is required for the program, service, or activity they provide. Collecting personal information with no identifiable purpose is not acceptable.

Council must collect personal information only by lawful and fair means and not in an unreasonably intrusive way. Council must have the appropriate power to collect the information it is requesting and that there are no other laws prohibiting such collection.

Information has been collected unfairly if it was obtained by trickery, misrepresentation, deception or under duress. For example, information would have been collected by unfair means if Council knowingly accepts personal information from someone who it knows is under the mistaken belief that they have no choice but to provide said information.

4.1.2 Informed Consent for Collection

Council must take reasonable steps to provide the individual with full information regarding the collection by including a collection notice at the point of collection stating:

- why Council is collecting personal information; -
- how that information can be accessed;

- the purpose for which the information is collected; ·
- with whom the Council shares this information;
- any relevant laws; and
- the consequences for the individual if all or part of the information is not collected.

The following collection notice applies to all personal information collected by Council unless specifically stated otherwise:

Hindmarsh Shire Council collects personal information to enable us to perform our statutory functions and provide services, activities and events. Council stores personal information in secure information technology systems and shares information, only when necessary, amongst internal work areas (including contractors) to facilitate a more efficient customer experience across Council's business. If the personal information is not collected, Council may not be able to provide you with Council services, discharge our functions or keep you updated on the progress of your service request.

We will handle any personal information you have provided in this form in accordance with the Privacy and Data Protection Act 2014. Our privacy policy contains information about how you may access your personal information and seek correction of such information; as well as how to complain about a breach of the Australian Privacy Principles and how we will deal with such a complaint. For more information, please see our Privacy Policy or contact our team on (03) 5391 4444. Your personal information will not be disclosed to any other party unless Council is required to do so by law, has gained your consent to do so or an information privacy principle exemption applies.

4.1.3 Direct Collection and Anonymity

Under normal circumstances Council must collect personal information about an individual only from that individual. This enables individuals to have some control over what is collected, by whom and for what purpose. Direct collection provides the individual with the opportunity to refuse to provide their information. It also makes it more likely that the information collected by Council is relevant, accurate and complete. Information may be collected from a third party where that party has legal authority to act on the primary person's behalf.

However, if Council collects personal information about an individual from someone else, Council must take all reasonable steps to ensure that individual is informed of their rights relating to the information collected.

Where lawful and practicable, Council will offer a person the option of remaining anonymous as part of a transaction with Council. However, as anonymity may limit Council's ability to process a complaint or other matter, Council reserves the right to take no action on any matter where a person chooses not to supply relevant personal information so that it can perform its functions.

4.1.4 Website Third Party Providers

Council uses various external applications to conduct online surveys, send newsletters, reserve tickets, book Council services and measure website use. These external providers may also collect your personal information. To ensure that you are fully informed on how any personal information is being collected it is recommended you read the privacy policy of the third-party provider prior to participating. Following is a list of current third-party providers used on Council's website:

- Mailchimp

- Jotform
- Engagement HQ
- TryBooking
- Eventbrite
- eProcure

4.1.5 Social Media

Council uses Facebook, Instagram, and YouTube to communicate with the public. To protect your own privacy and the privacy of others please do not include any personal information including phone numbers and email addresses. The social networking services will also handle your personal information for its own purposes. These sites have their own privacy policies that users should be aware of.

4.1.6 Visual Surveillance Devices

Corporate Surveillance Devices and Systems installed in public spaces, on council facilities and land.

These systems are managed and monitored by Council employees or contractors. This includes but is not limited to Council offices, pools, libraries, community halls, public toilets, sporting grounds, and waste management facilities.

These devices are used to:

- Support and implement broader crime prevention and reduction strategies;
- Enhance actual and perceived safety and security for staff and users of Council facilities;
- Discourage damage and vandalism of Council assets;
- Detect and manage any illegal activities on Council facilities and land (eg rubbish dumping or graffiti);
- Enhance site security and security for equipment at Council construction sites;
- Support legislated responsibilities and operational business (eg aerial mapping for fire prevention);
- Assist with traffic planning and road management such as traffic counts on local roads;
- Enhance biodiversity activities, such as wildlife monitoring and pest animal control in local bushland and parks;
- Monitor any unauthorised access to 'staff only' areas; and
- Record and promote Council events.

4.2 Principle 2 – Use and Disclosure of Information

Council will take all necessary measures to prevent unauthorised access to, or disclosure of, personal information. Council will only use personal information within Council or disclose it outside of Council for the purpose for which it was collected, unless one the following apply:

- where Council has a person's consent
- for a related secondary purpose a person would reasonably expect
- or as required or permitted by the PDPA or any other legislation.

Council will only use personal information within Council, or disclose it outside Council:

- a) for the primary purpose it was collected;
- b) in accordance with legislative requirements;

- c) for a secondary purpose with the consent of the individual concerned; or
- d) for a secondary purpose related to the primary purpose where an individual would consider it reasonable to do so

The majority of personal information collected by Council is collected to enable Council to perform our statutory functions and provide services, activities and events. As the responsibilities for many of Council's functions and services often overlap between department's internal disclosure, and external disclosure to contracted service providers, of personal information is necessary to satisfactorily perform this primary purpose.

Secondary purposes for use and disclosure must be related (or, in the case of sensitive information, directly related) to the primary purpose of collection AND consistent with what an individual would reasonably expect. Reasonableness requires that the related secondary use or disclosure is also proper and fair, and generally not incompatible with the primary purpose of collection. When establishing 'reasonably expected' you must ask what an ordinary person, not an expert in local government would consider reasonable.

4.2.1 Other Departments within Council

Personal information will be disclosed internally to other work areas within Council to assist in the efficient actioning of enquiries. The personal information (contact details) contained in the single customer view may also be used to liaise with the customer in relation to the delivery of other Council services.

4.2.2 Contracted Service Providers

Council outsources some of its functions and services to third party contractors who perform them on Council's behalf. To enable this to occur efficiently, Council may disclose personal information we have collected about an individual to the contractor. Council will only disclose the personal information if it is necessary for the contractor to carry out its specific task.

All contracts with contracted service providers should require contractors be bound by the IPP's in the same way and to the same extent as Council. All contracted service providers should also be provided with a copy of this policy.

4.2.3 Legislation and Law Enforcement

The disclosure of personal information by Council in accordance with legislative requirements is not a breach of the Information Privacy Principles.

Personal information may also be contained in Council's Public Registers. Under the *Local Government Act 1989*, any person is entitled to inspect Council's public registers, or make a copy of them, upon payment of the relevant fee. Council maintains the following public registers containing personal information:

- Details of overseas or interstate travel undertaken in an official capacity by Councillors or any Council employee in the previous 12 months
- Register of interests kept under section 81 of the Act
- Record of persons who inspect the register of interests (limited inspection rights)
- Minutes of meetings of special committees established under section 86 of the Act and held in the previous twelve months
- Register of delegations kept under sections 87, 88 and 98 of the Act
- Register of leases entered into by Council
- Register of authorised officers appointed under section 224 of the Act

- A listing of donations and grants made by Council during the financial year including the names of recipients and the amounts received
- Register of election campaign donation returns
- Register of Planning Permits
- Register of Building Permits
- Register of all registered dogs and cats
- Written record of an assembly of Councillors

Council may also disclose personal information to law enforcement agencies, including the courts and Victoria Police, if it believes that the disclosure is reasonably necessary for the prevention, detection, investigation, prosecution or punishment of criminal offences or breaches of a law imposing a penalty or sanction.

4.2.4 Submissions to Council

Council believes in an ongoing dialogue between the community and Council. As such, Council regularly engages with individuals in the community through advisory committees as well as formal community consultation programs and activities. Personal information provided by an individual as part of an advisory committee application or community consultation will be made available to Councillors and may be included in Council reports and working documents.

Personal information provided by an individual as part of a written public submission to a Council or committee meeting may be included in the published agenda and minutes of the meeting. These documents are displayed online and available in hardcopy format for an indefinite period of time.

Any individual who addresses a public Council or committee meeting will be heard and may be seen on the live stream. Any audio and video capture on the night will be recorded. Further information on the live streaming of Council meetings can be found in Council's Live Streaming and Publishing Recordings of Council Meetings Policy.

4.3 Principle 3 – Data Quality

Council must take reasonable steps to ensure that the personal information it collects, uses, or discloses, is accurate, complete, and up to date.

'Accurate' means that the personal information is free from error or defect. If personal information used as the basis for Council decision is incorrect the resulting Council action may unintentionally cause harm to an individual or the community.

'Complete' means having all its parts or elements. It is important that all information is complete as partial information may be misleading to Council and result in an incorrect decision that may affect an individual or the community.

'Up to date' means extending to the present time; including the latest facts. This requirement is intended to deal with situations in which subsequent information would make the existing record inaccurate. It might not always be appropriate to delete the out-of-date information; the Public Records Act may require its retention. In these situations, it is best for Council staff to add a note detailing the information's lack of currency and add any new information.

Personal information must be accurate for the purpose it was collected. If the purpose has been completed and the records have been archived they no longer need to be monitored for data quality.

4.4 Principle 4 – Data Security

Council will take all necessary steps to ensure that personal information is stored safely and securely. This will ensure that all personal information held by Council is protected from misuse, loss and unauthorised modification and disclosure.

Personal information that a person provides to Council which is no longer necessary for Council purposes will be disposed of in accordance with the *Public Records Act 1973*.

4.5 Principle 5 – Openness

This document and Council's website details Council's management of personal information.

On request, Council will inform an individual, in general terms, of what information it holds on the individual, for what purpose this information is held and how the information is collected, held, used and disclosed. If the individual then requests further details, the individual can access their personal information held by Council as outlined in 'Access and Correction'.

4.6 Principle 6 – Access and Correction

Individuals have a right to ask for access to their personal information and seek corrections. Access will be provided except in the circumstances outlined in the Act, for example, where the information relates to legal proceedings, if it would pose a serious and imminent threat to life or health or impact the privacy of others.

Where a person requests Council to correct their personal information, Council will take reasonable steps to notify the person of the decision of the request as soon as practicable.

Personal information cannot be removed from records, but a correcting statement may be added.

As Council is subject to the *Freedom of Information Act 1982* (Vic) (FOIA), access to, or correction of personal affairs information is managed under that legislation. Under the FOIA, a person is also entitled to seek correction or amendment of a document containing their personal affairs information, where they believe the information is inaccurate, incomplete, out of date, or would give a misleading impression.

4.7 Principle 7 - Unique Identifiers

IPP7 provides a safeguard against the creation of a single identifier that could be used to cross match data across various government departments. Council will not assign, adopt, use, disclose, or require unique identifiers from persons except for the course of conducting normal Council business, or if required by law.

Council will only use or disclose unique identifiers assigned to a person by other organisations, if the person consents to the use and disclosure, or the conditions for use and disclosure as set out within the Act are satisfied.

4.8 Principle 8 - Anonymity

Where lawful and practicable, Council will give a person the option of remaining anonymous as part of his or her transaction with Council.

Before a member of Council staff collects personal information they must first establish whether that particular information is required to complete their function or activity.

Anonymity may limit Council's ability to process a complaint or other matter. Therefore, if a person chooses not to supply personal information that is necessary for the Council to perform its functions, then Council reserves the right to take no further action on that matter.

4.9 Principle 9 – Transborder Data Flows

The development of new technologies, such as the internet and the 'cloud' has meant that transborder data flows between organisations have become more common.

The transfer of personal information outside of Victoria is not prohibited. It is however, highly restricted to when it can occur. The basic premise behind IPP 9 is that when personal information subject to the Victorian legislation travels outside Victoria, the privacy protection in the Act should travel with it.

Council will only transfer personal information to an individual or organisation outside Victoria in the following circumstances:

- the individual has provided consent
- disclosure is authorised by law
- the recipient of the information is subject to a law, binding scheme or contract with similar principles as the Act; or
- the transfer is for the benefit of the individual and it is impracticable to obtain their consent before transfer however, it is apparent that they would likely provide consent to consent if it was practicable to obtain.

4.10 Principle 10 – Sensitive Information

Sensitive information is a subset of personal information. It is defined in the PDPA as *information or an opinion about an individual's racial or ethnic origin, political opinions, membership of a political association, religious beliefs or affiliations, philosophical beliefs, membership of a professional or trade association, membership of a trade union, sexual orientation or practices, criminal record.*

Council will not collect sensitive information about a person except in circumstances prescribed in the PDPA or in circumstances whereby such information is both directly pertinent and necessary to the specific, proper and legitimate functions of one or more of its activities.

4.11 Chief Privacy Officer

The Manager People and Performance is the Chief Privacy Officer responsible for:

- overseeing the implementation of the policy;
- monitoring the performance of the policy;
- reviewing the policy and recommending any desirable amendments; and

- periodically reporting to the Audit Committee on Council's performance pursuant to the policy.

4.12 How to Make a Complaint or Enquiry Concerning Privacy

Individuals who are concerned by Councils handling of their personal information are encouraged to contact the Chief Privacy Officer. The Chief Privacy Officer will then conduct a preliminary investigation and provide a written response within a reasonable timeframe. Complaints or enquiries to the Chief Privacy Officer should be sent to:

Manager People and Performance

PO Box 250

Nhill VIC 3418

Email: compliance@hindmarsh.vic.gov.au

Alternatively, complaints or enquiries may be made directly to the Office of the Victorian Information Commissioner. It should be noted that the Commissioner may decline to hear the complaint if the individual has not yet contacted Council with their concerns.

Office of the Victorian Information Commissioner PO Box 24274

Melbourne VIC 3001

Email: enquiries@ovic.vic.gov.au

Website: www.ovic.vic.gov.au

Complaints must be lodged within 6 months of the time the complainant first became aware of the conduct or misconduct. At all times the contents of the complaint will be kept confidential.

Employees who are in breach of this policy may be subject to disciplinary action, performance management and review. Serious breaches may result in termination of employment, in accordance with Council's Disciplinary Guidelines.

4.13 Contract, MOU and Agreement Requirements

The following text outlines the minimum terms for Privacy provisions in contracts between Council and third parties.

- i) The Recipient agrees that it is bound by the Information Privacy Principles and any applicable Code of Practice with respect to any act done, or practice engaged in, by the Recipient for the purposes of this Agreement in the same way and to the same extent as Council would have been bound by them in respect of that act or practice had it been directly done or engaged in by Council.
- ii) Council may disclose to any person the fact that the Recipient is a party to this Agreement for the purpose of allowing such person to assess whether Transferred Personal Information is adequately protected in the hands of the Recipient. Council may also disclose a pro forma document containing terms substantially similar to the terms of this Agreement to any person for such purpose.
- iii) The Recipient agrees that it will not at any time do an act, or engage in a practice, in respect of Transferred Personal Information, that would breach an Information Privacy Principle. Specifically the Recipient:

- a) will not collect, use, disclose and otherwise handle the Transferred Personal Information for any purpose other than the primary purpose specified in this Agreement without the prior written permission of Council or the Data Subject or where required or authorised by or under Law;
 - b) will not disclose the Transferred Personal Information to a person (further recipient) who is not Council;
 - c) will take reasonable steps to ensure the security and quality of the Transferred Personal Information.
- iv) The Recipient will immediately notify Council, in writing, of any breach or suspected breach of its obligations under this Agreement whether on the part of itself or its officers, employees, volunteers, agents or sub-contractors and of the steps taken to repair the breach.
- v) The Recipient will allow and cooperate with any independent investigation of complaints by Council, OVIC or any person or body nominated by Council and provide appropriate redress to complaints for any harassing from it failure to effectively uphold the IPPs
- vi) The Recipient at all times indemnifies and holds harmless Council from and against any loss, cost (including legal costs and expenses) or liability incurred or suffered by any of those indemnified arising from or in connection with any complaint, claim, suit, demand, action or proceeding by any person (including, but not limited to, any award, order or similar judgment or direction by the OVIC) where such loss or liability was caused or contributed to by the Recipient's act or omission in handling Transferred Personal Information, whether deliberate or not.
- vii) Upon the termination of this Agreement, or upon the Council's written request prior to the termination of this Agreement, the Recipient will return or destroy Transferred Personal Information including all copies, in whatever form, of the Transferred Personal Information held or controlled by the Recipient.

5 References

Related documents	Legislation
Public Transparency Policy	<i>Privacy and Data Protection Act 2014</i> <i>Freedom of Information Act 1982</i> <i>Health Records Act 2001</i> <i>Victorian Charter of Human Rights and Responsibilities Act 2006</i> <i>Local Government Act 2020</i>

6 Document Control

CORP028 Privacy and Data Protection Policy		Policy Category		Council
Version Number	1.1	Policy Status		DRAFT
Approved/Adopted By	CEO	Approved/Adopted on:		XX
Responsible Officer	MPP	Review Date		XX
Version History	Date	Version	Description	

	July 2009	1.0	New Policy
	December 2017	1.1	Update of Policy
	November 2018	1.2	Update of Policy – Formatting
	November 2020	1.3	Review of Policy – minor formatting changes. Inclusion of definitions and policy statement (Part 4)
	XX 2024	1.4	Update of Policy – website information, collection statements, third party requirements, expansion of use and disclosure provisions.

DRAFT



POLICY

ENF005 Body-Worn Cameras

1 Purpose

This policy provides guidance to Authorised Officers, employees, elected representatives, and other stakeholders on the ethical, lawful and efficient use of body-worn cameras (**BWCs**) and recorded data.

Body-worn camera technology is used by the Council to promote and maintain a safe work environment (e.g., by discouraging and documenting occupational violence) and will assist Authorised Officers in carrying out their operational tasks related to investigation of breaches of Acts, regulations and the Hindmarsh Shire Council Municipal Local Laws.

Authorised personnel will exclusively use these cameras.

2 Scope

This policy applies to:

- all Council employees who are Authorised Officers and have been approved to wear body-worn cameras by the Chief Executive Officer (CEO) while performing their duties for the Council; and
- Council management and the Information Technology Coordinator insofar as they have supervisory and technical responsibilities in relation to body-worn camera data storage and disposal.

From time-to-time Council contracts Authorised Officers from other Councils or private organisations. This policy does not apply to contract Authorised Officers who are bound by their own organisation's policies and procedures, unless otherwise stipulated in the contract and/or service agreement.

3 Definitions

Authorised Officer means, in the context of this policy, a person appointed by the Council for the purposes of the administration and enforcement of any Act, regulations or local law which relates to the function and powers of the Council who has been approved by the CEO to wear a body-worn camera.

This does not include contracted Authorised Officers.

Body Worn Camera means a camera normally worn on the person that can record visual images or sound or both, whether or not the camera is being worn when the recording takes place. The camera stores digital files which, once recorded, cannot be deleted or amended by the operator.

Each file carries a unique identifier and is time and date stamped throughout.

CEO means Chief Executive Officer

Council means Hindmarsh Shire Council

Management means Council's Chief Executive Officer, Directors and Managers.

4 Privacy

BWCs are not intended for monitoring residents. Their primary purpose is to record interactions between Authorised Officers and the public while upholding privacy rights. Council Officers will adhere to all relevant privacy legislation, including but not limited to the *Privacy and Data Protection Act 2014*, when using body-worn cameras and when managing recorded data.

Any personal information contained in recorded data will be kept confidential by all Council employees, contracted Authorised Officers and other parties to whom it is disclosed and otherwise handled in accordance with the Council's privacy policy and legal obligations.

Where the Council is permitted, authorised, or required to use or disclose recorded data in accordance with this policy or a law of the State or Commonwealth, measures will be taken to minimise the unnecessary disclosure of personal information.

Privacy complaints in relation to body-worn camera usage should be made directly to Council in the first instance.

Privacy complaints in relation to body-worn camera usage may also be made to the Office of the Victorian Information Commissioner (OVIC). OVIC can investigate complaints about alleged violations of privacy where Council has not responded to the complaint in the first instance, or the complainant is not satisfied with Council's response to the complaint.

The operation of visual surveillance devices may impact upon an individual's right to privacy. A Privacy Impact Assessment was completed on this policy to ensure that devices impact on this protected right in a manner that is reasonable, proportional and demonstrably justified.

5 Policy

5.1 Standard Operating Procedure

Council has developed separate procedural guidelines, Procedure – Body Worn Cameras to support the implementation of this policy and accommodate the use, auditing and management of body-worn cameras and recorded data in Council operations.

All Authorised Officers who are authorised to use a body worn camera must follow the Council's procedural guidelines in relation to its use.

5.2 Recording and Incident

Authorised Officers must activate camera recording, if deemed safe to do so, in accordance with the body-worn camera procedural guideline:

- where they have a reasonable concern for their safety or welfare (or that of another person); or
- if an occupational violence incident occurs or their assessment indicates the occurrence of an incident is imminent; or
- to gather evidence of a breach of an Act, legislation or local law the Council is responsible for; or
- as directed by their supervisor for purposes related to safety or welfare of employees or other persons, or for training purposes where none of the above apply and other persons have been informed the reason for the activation and are a party to the training.

Camera recording must not be activated except in accordance with these purposes. If an Authorised Officer becomes aware that recording has commenced inadvertently, the camera must be turned off immediately and the activation reported.

Prior to activating camera recording, or as soon as practicable after recording begins, Authorised Officers will verbally advise any person in the vicinity that recording is being undertaken.

In public areas or circumstances where the conversation would not be considered private, the Authorised Officer may, at their own discretion, advise people in the vicinity that the recording is being undertaken.

Activating camera recording for any unauthorised purpose may result in disciplinary action.

5.3 Access, Use and Disclosure of Recorded Data

Access to the master copy of recorded data for the purposes of reviewing and extracting the recorded data will be restricted to Authorised Officers, Manager People and Performance, the IT Administrator and any other person authorised by the CEO.

Access to an extract of recorded data for the purposes of viewing, copying, or disclosing the recorded data will be restricted to Council's CEO, Directors, and or any other Council employee approved by the CEO on a need-to-know basis.

Subject to the provisions of the *Privacy and Data Protection Act 2014* and other applicable legislation, data recorded by an activated body-worn camera may be used and disclosed to a third party by the Council for the purposes of:

- incident monitoring;
- identification of Council employee or public safety issues;
- deterrence of aggressive behaviour towards Council officers;
- improved collection of evidence for prosecutions;
- prosecution of incidents of occupational violence;
- prosecution of illegal activity;
- providing evidence in court proceedings;
- investigation of incidents where claims or complaints have been made against Authorised Officers and employees.

Recorded data may be provided to a third party on the condition that the third party has an official role in investigating and/or prosecuting the incident or some other legitimate reason for requiring access to the recorded data, and appropriate confidentiality arrangements are in place, once authorised by the CEO.

Data recorded by an activated body-worn camera will not be used to monitor employee performance. However, with consent of the relevant officer, the data may be used for training or coaching purposes.

5.4 Retention and Storage of Data

Recorded data will be stored in a secure electronic location with restricted access.

Recorded data must be protected from unauthorised viewing, copying, alteration and disclosure.

All footage obtained from body worn cameras will be retained and disposed of by Council in accordance with the applicable standard made under the *Public Records Act 1973*. The period of data retention will vary depending upon the purpose for which it was recorded.

Recorded data that is not deemed to be relevant to the investigation of any matter is to be permanently deleted after a period not exceeding 90 days from the date of capture of the data.

6 Responsibilities

6.1 Implementation

Authorised Officers who are approved and required to use body-worn cameras in the course of their duties are personally responsible for wearing and operating their allocated body-worn camera in accordance with this policy and any other applicable procedures of the Council.

6.2 Training and Compliance

The Director Infrastructure Services is responsible for ensuring that employees and contractors receive adequate training in the operation and use of body-worn cameras and monitoring compliance with this and any other applicable procedures on an ongoing basis.

6.3 Data Management and Technical Support

The Information Technology Coordinator is responsible for troubleshooting, secure storage of and access to recorded data, auditing and such other technical support and maintenance as is required to keep camera equipment and software functioning properly.

7 References

Related documents	Legislation
Hindmarsh Shire Council Body-Worn Camera Procedure Hindmarsh Shire Council Privacy Policy	<i>Surveillance Devices Act 1999</i> <i>Evidence Act 2008</i> <i>Privacy and Data Protection Act 2014 (Vic)</i> <i>Freedom of Information Act 1982</i> <i>Privacy Act 1988</i>

	<p><i>Charter for Human Rights and Responsibilities Act 2006 (Vic)</i> <i>Local Government Act 1989 [Vic]</i> <i>Local Government Act 2020 [Vic]</i></p>
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8 Document Control

Body-Worn Cameras		Policy Category	Council
Version Number	1.0	Policy Status	Draft
Approved/Adopted By	Council	Approved/Adopted on:	-
Responsible Officer	CEO	Review Date	-
Version History	Date	Version	Description
	-	1.0	New Policy



POLICY

C017 Community Projects Contributions Policy

1 Background

Hindmarsh Shire Council is committed to planning and delivering community projects across the Shire that benefit local communities. This includes developing and redeveloping Council assets, as well as existing community infrastructure that is owned by the Victorian Government (or one of its entities), where Council is required to be the project coordinator.

When seeking funding for projects, partnering with community groups will better position Council to develop and renovate community assets. Where the funding source requires a co-contribution, this could consist of one or a combination of the following:

- A financial contribution from Council
- A financial contribution from the local community (“community contribution”)

The expected contributions, depending on the scope of the project, are detailed in this policy.

2 Purpose

To clearly articulate the steps required for the management of community contributions, relating to development projects within the Shire and provide guidance on minimum contribution requirements from community group/s.

3 Scope

This policy applies to all Council-managed community projects that involve the development or renovation of community infrastructure.

4 Definitions

Council means Hindmarsh Shire Council

5 Fair Access

Council is committed to the implementation of the Victorian Government's Fair Access Policy that aims to improve access to, and use of, community sports infrastructure for women and girls. All project proposals relating to sports infrastructure must be assessed to ensure that they are compliant with the *Gender Equality Act 2020* and support the Fair Access Policy. Community

groups and clubs that will benefit from the proposed project will also be required to evidence support of the Fair Access Policy.

6 Community Contribution Pledge

An individual or community group which wishes or is required by this policy to make a financial contribution to a planned development project within the Shire is required to:

- a) Provide this pledge to Council in writing.
- b) Provide clear written evidence to Council of their financial capacity to honour the pledge, within seven (7) days of providing the written pledge.

7 Funds held in trust by Council

The pledger is required to provide 50% of the pledged financial community contribution to the Council within seven (7) days, following step 6(b) above and prior to the Council submitting the application for the funding.

These funds will be held in trust by Council until required by the project.

The funds held in trust will also be highlighted in Council's funding applications and will significantly and positively strengthen any applications made by Council.

If the grant application or applications lodged by Council with the Victorian and/or Australian Governments are not successful, the funds held in trust will be returned to the pledger.

8 Written agreement with each pledger

Council will enter into individual agreements with each pledger for a development project, which will include the payment of the second half of the community contribution which will be required to be received by Council prior to the signing of the contract documents or authorisation of a purchase order to deliver the project, whichever is applicable.

9 External Funding Application

The next step will be for Council to finalise and lodge its funding application with the relevant Victorian and/or Australian Government, their respective entities or any other funding bodies.

10 Community Contribution

The Financial contribution required by the community group/s proposing or benefitting from the initiative will be in accordance with the following:

- where the project is on Council land or where Council is the Committee of Management (COM) for Crown land and there is no existing User Agreement or Lease applicable to that land, a community contribution may not be required. The Council contribution will be identified and approved by the Council prior to the submission of the application where the project is on land owned or controlled by the Council.

- where the project is on Council land or where Council is the Committee of Management (COM) for Crown land and there is an existing User Agreement or Lease applicable to that land, the community contribution will be determined on a case-by-case by Council in consultation with the User/Lessee, with consideration to the resources of the User/Lessee and the terms of the Lease or Agreement (i.e. sole occupation over an extended period may be considered differently to short-term shared use).
- If Council decides to project manage a community infrastructure project that is not on Council land and/or Council is not the COM for Crown land, the community contribution must be a minimum of 15%.

The total project cost should include the total construction cost, any contingencies and associated project management fees.

10.1 Community fundraising

With consideration of Council policies, procedures and legislative requirements, Council will provide support to community groups who may utilise community fundraising as a means to fund community contributions to Council projects.

11 Outcome of funding application

Following receipt of the funding application outcome, Council will:

- a) Notify each pledger of the outcome.
- b) Return funds held in trust to each respective pledger if the funding application has been unsuccessful.

12 Discretion of Chief Executive Officer

Notwithstanding clauses 6-11 above:

- a) The Chief Executive Officer has the discretion to alter some of the conditions contained in this Policy, if it is in Council's and the community's best interests to do so.
- b) Any such proposed alteration of conditions will be provided to Council within a report from the Chief Executive Officer and presented to a Council Meeting for formal Council approval.
- c) Alteration of conditions will be dealt with strictly on a case-by-case basis.
- d) Should savings be made on any project, Council will not pursue outstanding funds over and above the completed value of the project, from the people or groups who have pledged funds to the project.

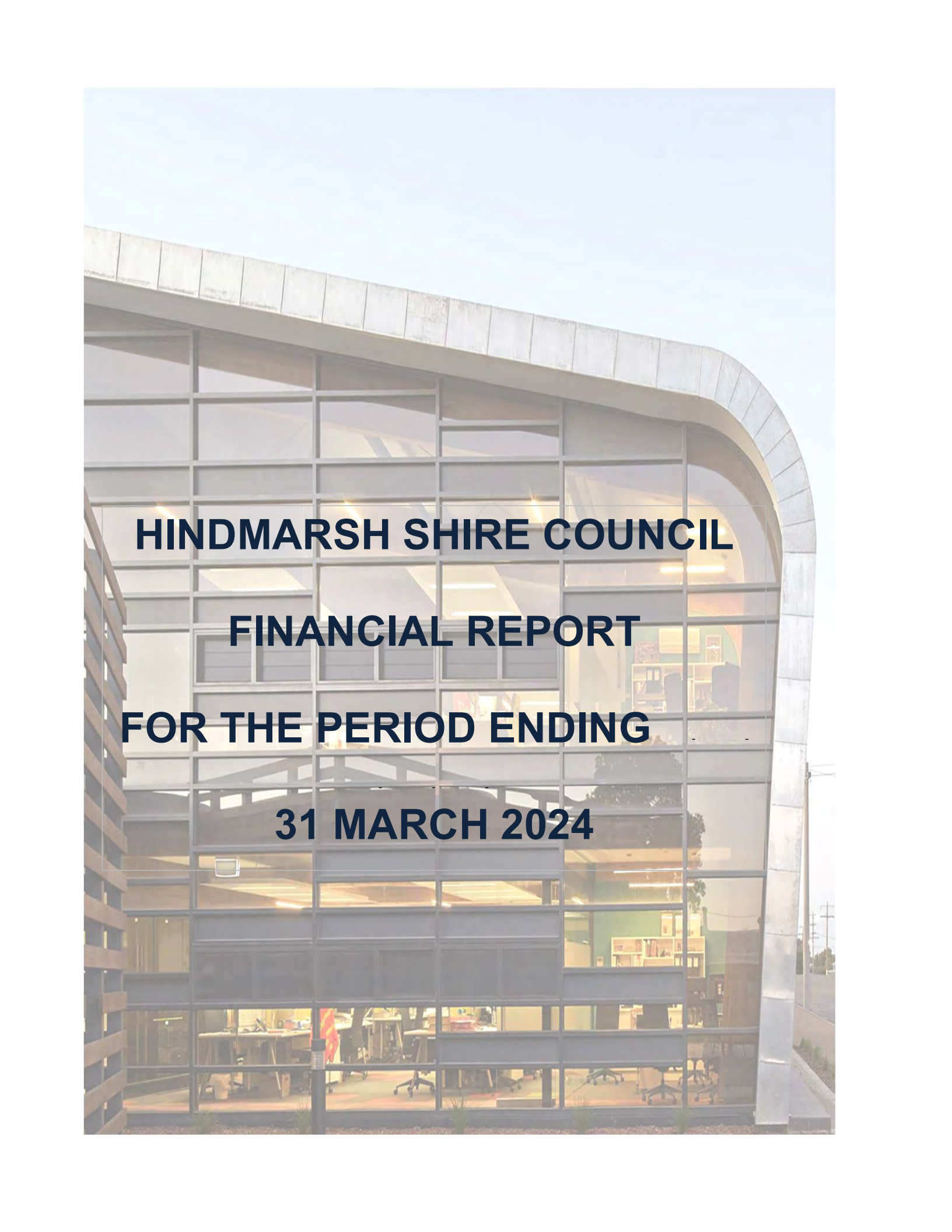
13 References

Related documents	Legislation
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Add Related Documents	Add Legislation
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14 Document Control

Community Projects Contributions Policy		Policy Category	Council
Version Number	1.0	Policy Status	Draft
Approved/Adopted By	-	Approved/Adopted on:	
Responsible Officer	CEO	Review Date	
Version History	Date	Version	Description
	April 2024	1.0	Draft Provided to Council



**HINDMARSH SHIRE COUNCIL
FINANCIAL REPORT
FOR THE PERIOD ENDING
31 MARCH 2024**



**Hindmarsh Shire Council
Management Financial Report
For the period ending 31 March 2024**

COMMENTARY

General

This report is for the period ending 31 March 2024

The Financial report provides financial reporting and variances against budget. This report incorporates Year to Date actual and variance figures for the nine months up to 31 March 2024.

Dashboard

The Dashboard provides Council with a set of graphs detailing both financial and non-financial items. This will be available for distribution at the Council meeting.

Executive Summary & Ratios

The Executive Summary and ratios provides Council with a summary of financial items comparing year to date actuals against year to date budget.

Financials

Attached to this report are a set of financial statements consisting of an Income Statement, Balance Sheet, Cash Flow Statement, Capital Works Schedule and Detailed Program Expenditure. These statements are prepared in line with Australian Accounting Standards and the relevant regulations under the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2014*. The statements provide YTD Actual data with a comparison against YTD Budget figures.

A brief summary of the major budget variances is outlined on the following pages.

Comprehensive Income Statement

The Comprehensive Income Statement shows an operating surplus for the period 1 July 2023 to 31 March of \$3,627,369 compared to a budgeted surplus of \$4,152,680

There are a number of items that make up the overall variances between actual and budget. Explanation of material variances have been detailed against the Comprehensive Income Statement report.

Balance Sheet and Cash Flow

Cash and cash equivalents at 31 March 2024 shows a balance of \$12,834,672

Capital Expenditure

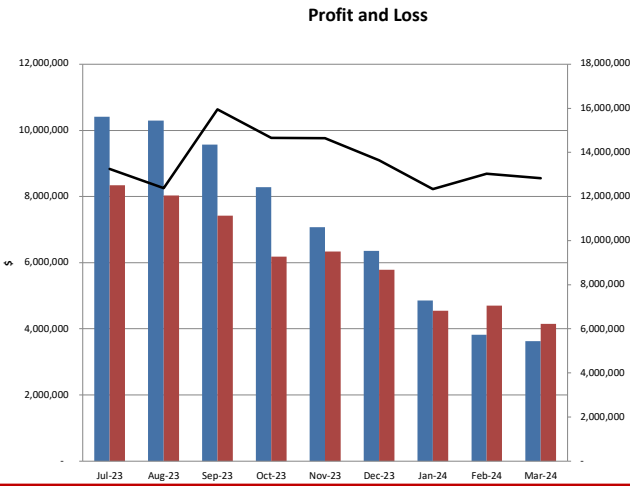
This report shows Capital works expenditure for the period 1 July 2023 to 31 March 2024.

"The Chief Executive Officer, as required under Section 97(3) of the *Local Government Act 2020* is of the opinion a revised budget is not required"



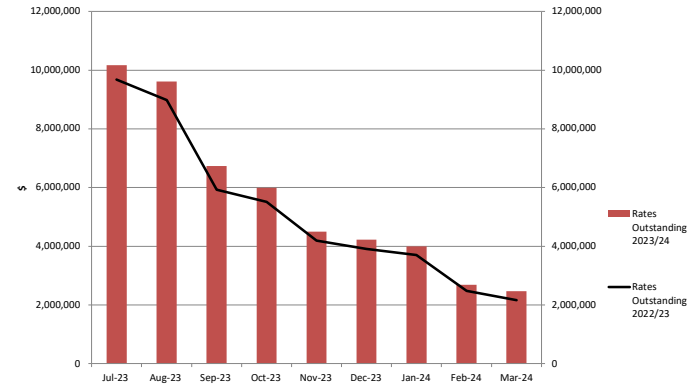
Hindmarsh Shire Council Performance Dashboard For the period ending 31 March 2024

Profit & Loss

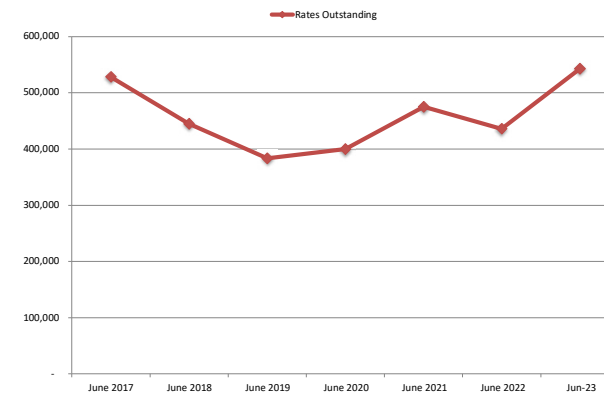


Outstanding Debtors, Rates & Infringements

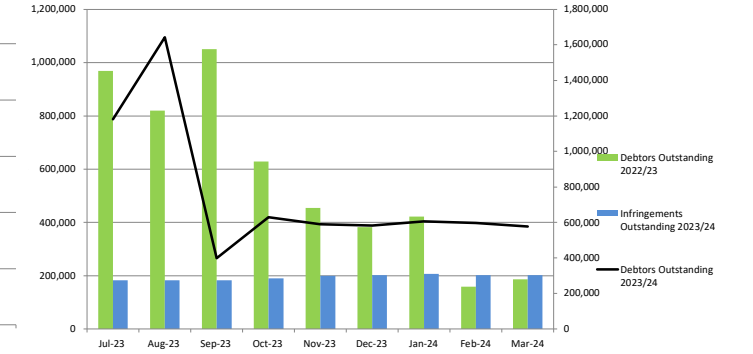
Rates Outstanding



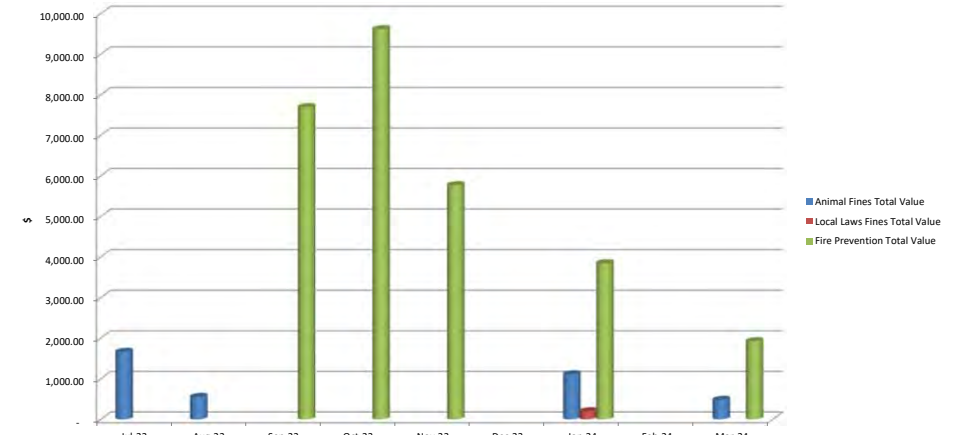
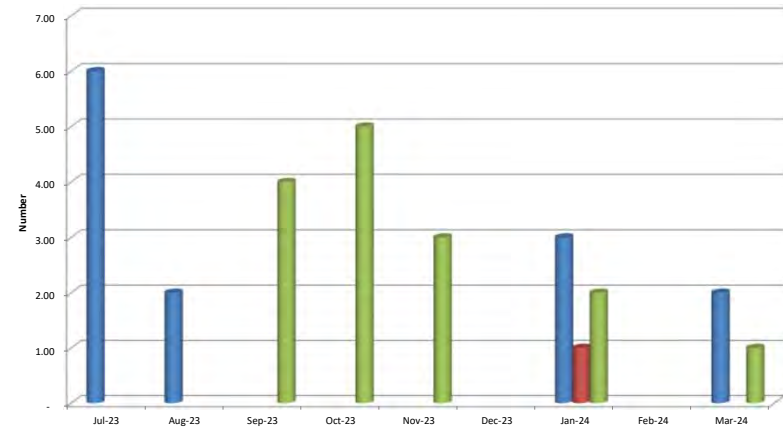
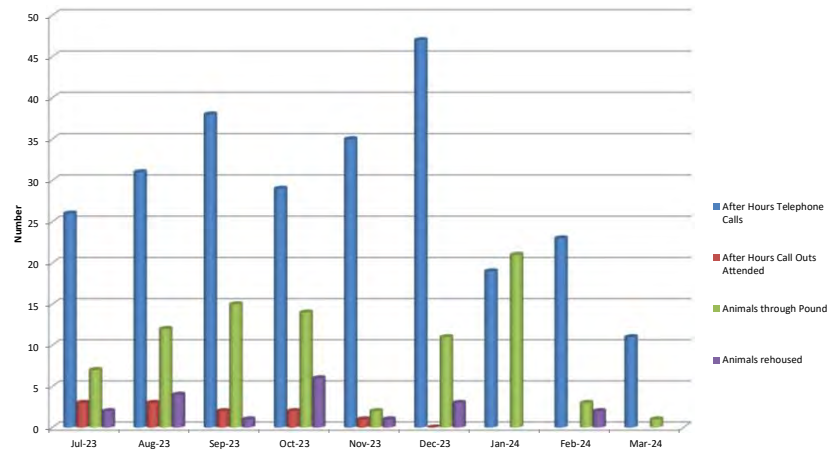
Rates Arrears



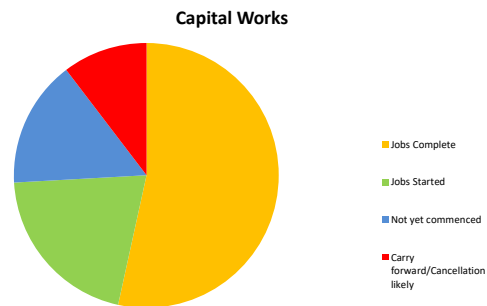
Debtors & Infringements



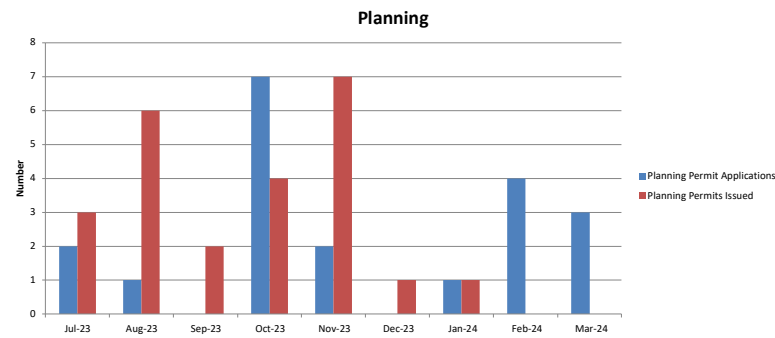
Local Laws



Capital Works

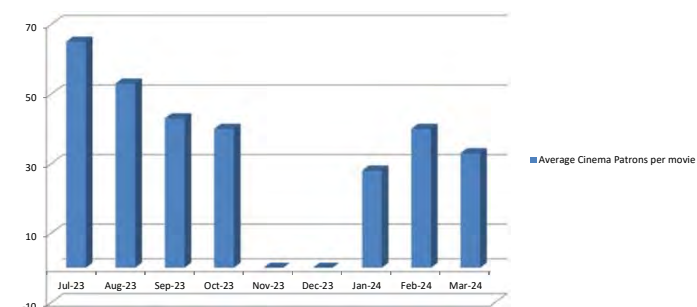


Planning and Building

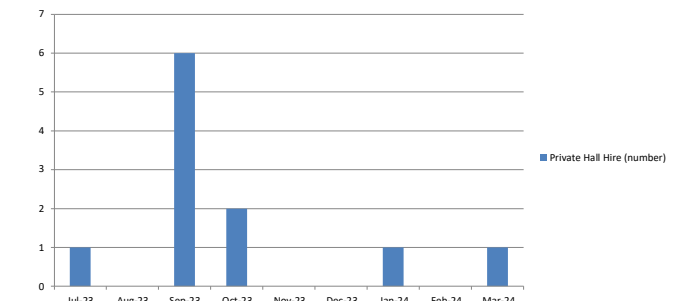


Hall Hire & Movies

Average Cinema Patrons per movie



Private Hall Hire

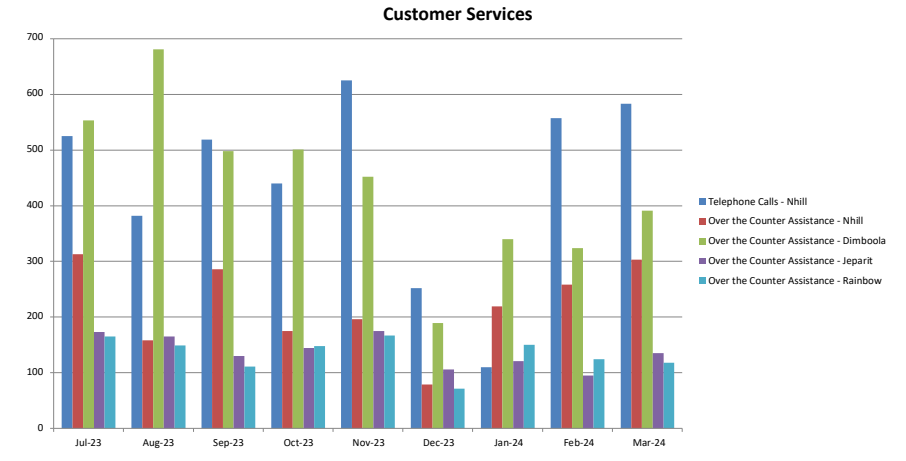
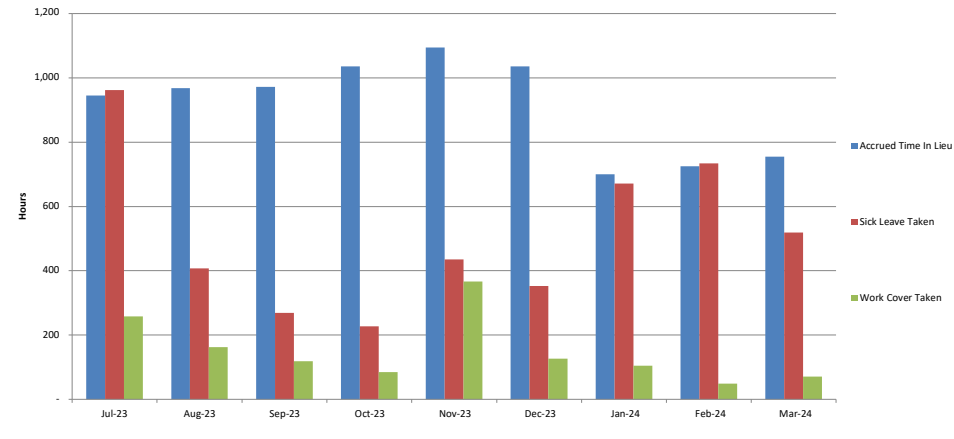
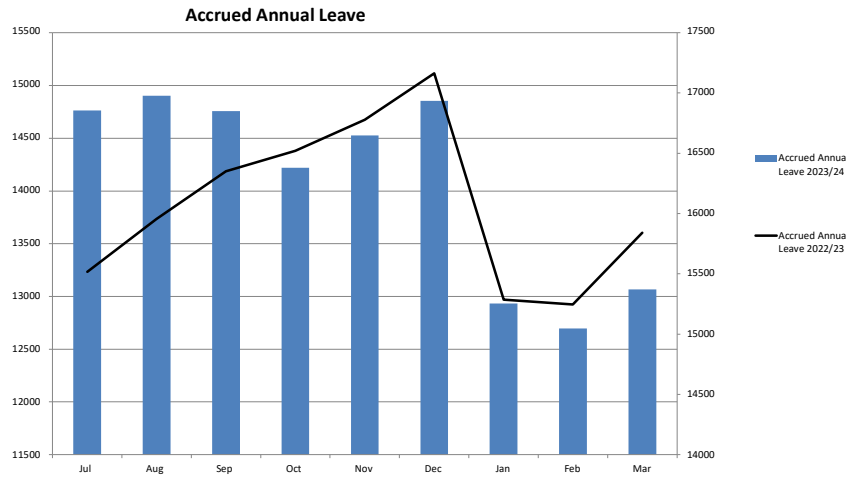




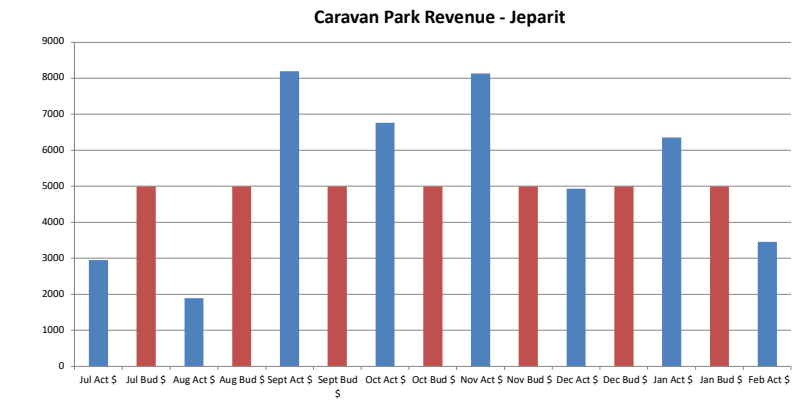
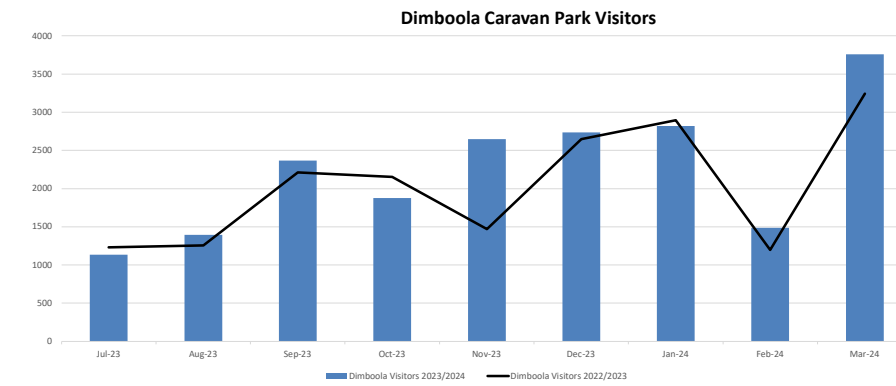
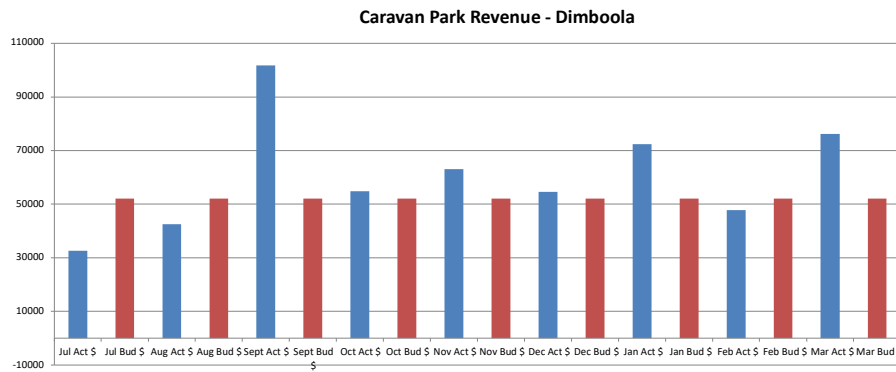
Hindmarsh Shire Council Performance Dashboard
For the period ending 31 March 2024

Human Resources

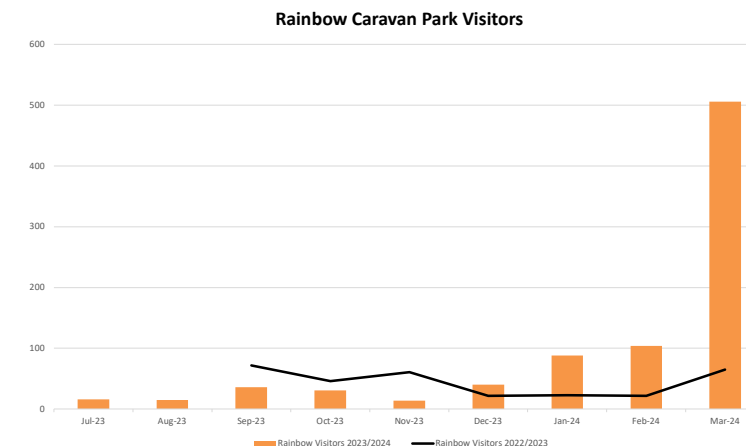
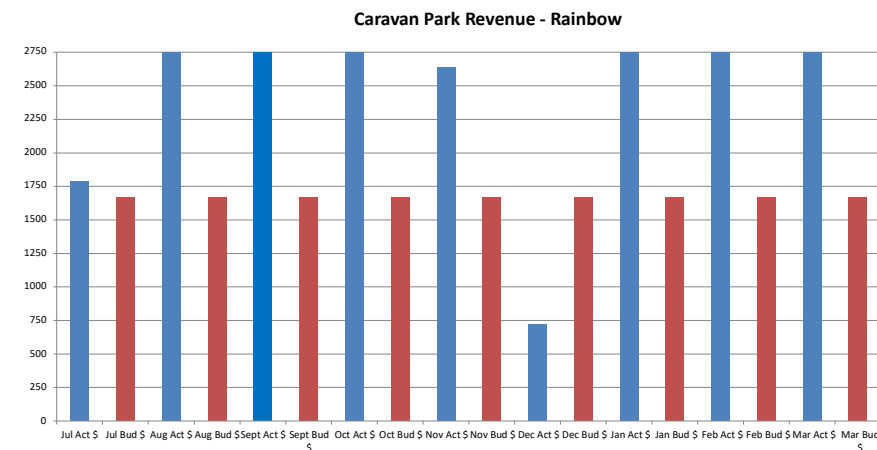
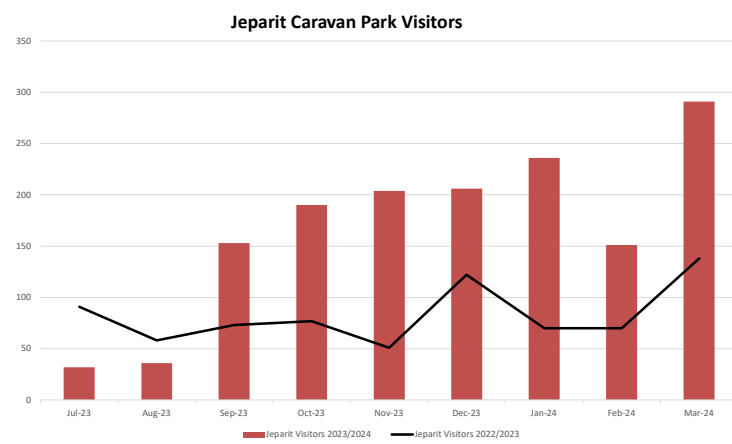
Customer Services



Caravan Park



Caravan Park



**Hindmarsh Shire Council
Executive Summary
As at 31 March 2024**

	Actual YTD March 2024	Budget YTD March 2024	Indicator
Rates & Charges Collected	7,821,733	7,322,597	
Income Statement Operating Surplus/(Deficit)	3,627,369	4,152,680	
Adjusted Underlying Surplus/(Deficit)	(1,441,327)	1,026,578	
Cash & Investments	12,834,671		
Rates Debtors	2,456,365		
Sundry Debtors	576,771		
Infringement Debtors	201,937		
Balance Sheet Working Capital	14,779,434		
Total Operating Revenue	18,840,995	19,523,966	
Total Operating Expenditure	15,213,626	15,371,286	
Capital Works Expenditure	5,459,316	5,911,876	

Indicator Legend

	No action required
	Requires active monitoring
	Immediate action required

**Hindmarsh Shire Council
Ratio Summary
As at 31 March 2024**

	Actual YTD	Budget	Indicator
Working Capital (This ratio identifies if the Council has sufficient Current Assets to meet its due debts with a safety margin. A generally acceptable current ratio is 2 to 1.)	666%	107%	
Asset Renewal (This ratio identifies councils expenditure renewing assets compared to the depreciation of the asset)	151%	42%	
Own Source Revenue Coverage Ratio (This ratio is the measurement of a Council's ability to cover its costs through its own revenue efforts.)	79%	75%	
Operating Surplus Ratio (This ratio is a measure of a Council's ability to cover its operational costs and have revenues available for capital funding or other purposes.)	30%	36%	
Liquidity (This ratio is the measurement of a Council's current assets compared to current liabilities.)	492%	118%	
Unrestricted Cash (This ratio is the measurement of a Council's cash compared to current liabilities.)	480%	438%	
Indebtedness (This ratio is the measurement of a Council's non-current liabilities compared to own source revenue.)	2%	28%	
Rates Concentration (This ratio is the measurement of a Council's rate revenue compared to total revenue.)	52%	49%	
Cash Expense Ratio (months) (This ratio indicates (in months) how long Council can continue to undertake operations without any revenue being received.)	4.55		

Indicator Legend

	No action required
	Requires active monitoring
	Immediate action required

Hindmarsh Shire Council
Comprehensive Income Statement
For the period ending 31 March 2024

	YTD Actual \$	YTD Budget \$	YTD Variance \$	Ref
Income				
Rates and charges	9,746,658	9,763,463	(16,805)	
Statutory fees and fines	24,487	27,927	(3,440)	
User fees & Reimbursements	1,380,154	1,328,478	51,676	1
Contributions - cash	78,238	9,000	69,238	2
Grants - operating (recurrent)	613,832	4,126,200	(3,512,368)	3
Grants - operating (non-recurrent)	325,850	0	325,850	4
Grants - capital (recurrent)	885,935	810,597	75,338	5
Grants - capital (non-recurrent)	4,973,163	2,766,102	2,207,061	6
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	95,532	360,000	(264,468)	7
Interest	497,346	179,928	317,418	8
Other income	219,799	152,271	67,528	9
Total Income	<u>18,840,995</u>	<u>19,523,966</u>	<u>(682,971)</u>	
Expenses				
Employee costs	6,120,239	6,086,649	33,590	10
Materials and services	3,903,881	4,359,622	(455,741)	11
Depreciation	3,936,829	3,627,450	309,379	12
Other expenses	1,252,676	1,297,565	(44,889)	
Total expenses	<u>15,213,626</u>	<u>15,371,286</u>	<u>(157,660)</u>	
Share of net profits/(losses) of associates and joint ventures accounted for by the equity method	-	-	-	
Surplus (deficit) for the year to date	<u>3,627,369</u>	<u>4,152,680</u>	<u>(525,311)</u>	
Net asset Revaluation increment / (decrement)	-	-	-	
Comprehensive result	<u><u>3,627,369</u></u>	<u><u>4,152,680</u></u>	<u><u>(525,311)</u></u>	

Comprehensive Income Statement
Explanation of material variations
For the period ending 31 March 2024

Variance		
Ref	Item	Explanation
1	User fees & Reimbursements	User fees and charges above budget due to higher than budgeted receipt of Health Registration fees, Transfer Station fees, private works fees and Caravan Park fees.
2	Contributions - cash	Contributions is higher than budgeted due to the receipt of funds from the Dimboola Town Committee for the Dimboola Soundshell. Council received a contribution towards the Dimboola Boating Pontoon.
3	Grants - operating (recurrent)	Recurrent operating grants are below budget due to Council ceasing to provide aged care services. Grants commission income was budgeted for 23/24 however was received in June 2023.
4	Grants - operating (non-recurrent)	Operating Grants - non recurrent is has received funding from the Covid Relief Program, Free from Violence Program, Onsite Domestic Wastewater Management, Kerbside Reform Support Fund and the Digital Planning Grant which were not budgeted for.
5	Grants - Capital (recurrent)	Capital grants recurrent is higher than budgeted for with the receipt of Roads to Recovery funding.
6	Grants - capital (non-recurrent)	Capital grants, non-recurrent is higher than budgeted due to the recognition of funding received in 2022/2023 committed to capital projects. Funding has been received for the Albacutya Bridge approach roads as well as a grant for the Nhill Aerodrome Runway upgrade.
7	Net gain/(loss) on disposal of property, infrastructure, plant and equipment	Net gain/loss on disposal of plant and assets for 2023/2024 will be reconciled at the end of the financial year.
8	Interest	Revenue from interest is higher than budgeted due to increases in interest rates.
9	Other Income	Other income is higher than budgeted due to the receipt of insurance recoupments for damage to the NMCC.

Comprehensive Income Statement
Explanation of material variations
For the period ending 31 March 2024

10	Employee Costs	Employee costs are currently higher than budgeted due to a number of long term employees retiring or leaving and their unused leave being paid out on conclusion.
11	Materials and services	Materials and services is lower than budgeted as the Council ceased to provide Aged Care Services on 30 June 2023 including Meals on Wheels. Sealed road edge repairs, plant and quarry materials are below budget which is partially offset by work undertaken for Regional Roads Victoria. There have been less private work completed in 23/24.
12	Depreciation	Depreciation for 2023/2024 will be reconciled at the end of the financial year.

**Hindmarsh Shire Council
Balance Sheet
As at 31 March 2024**

	YTD Actual 2023/24 \$	Actual 2022/23 \$	Ref
Current assets			
Cash and cash equivalents	12,834,672	14,980,215	1
Rates and other receivables	3,670,695	1,902,961	2
Other assets & Inventories	884,845	587,151	3
Total current assets	<u>17,390,212</u>	<u>17,470,327</u>	
Non-current assets			
Investments in associates by equity method	233,067	295,103	
Infrastructure, Property and Plant and Equipment	199,882,364	201,579,255	
Capital Expenditure 2023/2024	5,459,316	0	4
Trade and other receivables	2,207	2,207	
Total non-current assets	<u>205,576,953</u>	<u>201,876,565</u>	
Total assets	<u>222,967,164</u>	<u>219,346,892</u>	
Current liabilities			
Trade and other payables	64,031	2,752,875	5
Trust Funds and Deposits	357,309	101,886	6
Provisions	2,189,437	2,166,346	7
Total current liabilities	<u>2,610,778</u>	<u>5,021,107</u>	
Non current liabilities			
Provisions	206,928	198,473	7
Total non-current liabilities	<u>206,928</u>	<u>198,473</u>	
Total liabilities	<u>2,817,706</u>	<u>5,219,581</u>	
Net assets	<u>220,149,458</u>	<u>214,127,311</u>	
Equity			
Accumulated surplus	83,961,743	71,533,642	
Surplus/(Deficit) for period	3,627,369	8,349,185	
Asset revaluation reserve	132,560,343	134,244,484	
Total equity	<u>220,149,455</u>	<u>214,127,311</u>	

Balance Sheet
Explanation of material variations
As at 31 March 2024

Variance		
Ref	Item	Explanation
1	Cash and Cash Equivalents	Cash and Cash Equivalents reflects the work Council has done on completion of carried forward grant funded projects as well as capital and operational expenditure during the year.
2	Rates and Other Receivables	Rates and other receivables recognise total rates raised for the 2023/2024 financial year less the amount of payments received from three installments as well as outstanding invoices raised for grant funding.
3	Other Assets & Inventories	Other assets and inventories represent the amount of stock on hand to undertake operations and capital projects.
4	Capital Expenditure	Capital Expenditure as at 31 March 2024 was \$5,459,316. Refer to the Capital Works report for further information.
5	Trade and Other Payables	Trade and Other Payables represents the amount outstanding to creditors as at 31 March 2024.
6	Trust Funds and Deposits	As at 31 March 2024 Council holds \$355,368 for the Fire Services Levy which will be remitted during the 2023/2024 financial year.
7	Provisions	Provisions represents the amount held for Long Service and Annual Leave as well as quarry and landfill restoration.

Hindmarsh Shire Council
Statement of Cash Flows
For the period ending 31 March 2024

Cash Flows from Operating Activities

	Inflows/ (Outflows)
Receipts	
Rates & Charges	7,821,733
Statutory Fees and Fines	10,071
User Fees	1,835,454
Interest	497,346
Contributions - Cash	78,238
Grants - Recurrent	939,682
Net GST refund/(payment)	100,800
Grants - Non Recurrent	4,132,606
Trust	18,883
Other Revenue	219,799
Payments	
Employee Costs	(6,174,523)
Other Expenses	(1,412,134)
Suppliers	(4,458,104)
	3,609,851
Net cash inflow/(outflow) from operating activities	3,609,851

Cash Flows from Investing Activities

Payments for Property Plant and Equipment and Infrastructure	(5,459,316)
Proceeds from sale of Property Plant and Equipment	95,532
	(5,363,783)
Net cash inflow (outflow) from investing activities	(5,363,783)

Cash flows from Financing activities

Net cash inflow (outflow) from financing activities	-
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Net increase/(decrease) in cash held	(1,753,932)
Cash at beginning of the period	14,588,603
Cash at end of the period	12,834,671

Hindmarsh Shire Council
Capital Works
For the period ending 31 March 2024

	YTD Actual \$	YTD Budget \$	YTD Variance \$	Ref
Property				
Land	-	-	-	
Total Land	-	-	-	
Buildings	1,196,345	884,670	(311,675)	1
Total Buildings	1,196,345	884,670	311,675	
Total Property	1,196,345	884,670	311,675	
Plant and Equipment				
Plant, machinery and equipment	281,336	1,291,000	1,009,664	2
Fixtures, fittings and furniture	54,868	104,967	50,099	
Total Plant and Equipment	336,204	1,395,967	1,059,763	
Infrastructure				
Roads	1,524,905	2,940,408	1,415,503	3
Bridges	1,762	-	(1,762)	
Footpaths and cycleways	747,738	97,335	(650,403)	4
Drainage	238,701	26,118	(212,583)	5
Other infrastructure	1,413,662	567,378	(846,284)	6
Total Infrastructure	3,926,767	3,631,239	295,528	
Total Capital Works Expenditure	5,459,316	5,911,876	452,560	
Represented by:				
New asset expenditure	1,809,367	296,754	(1,512,613)	
Asset renewal expenditure	2,738,682	5,239,651	2,500,969	
Asset expansion expenditure	258,187	97,335	(160,852)	
Asset upgrade expenditure	653,080	278,136	(374,944)	
Total Capital Works Expenditure	5,459,316	5,911,876	452,560	

Capital Works
Explanation of material variations
For the period ending 31 March 2024

Variance Ref	Item	Explanation
1	Buildings	Work on the Rainbow Caravan Park amenities and Caravan Park cabins has continued on from 2022/23 using carried forward funding. Water damage repairs and seat replacement have been completed at the NMCC.
2	Plant, machinery and equipment	Plant replacement is below budget due to a delay in the delivery of major items. The water truck deliveries are expected in May 2024 however the patching truck may not be received until 2024/25.
3	Roads	The shortfall in actual expenditure to budgeted is due to the phasing of the budgeted projects. Funding is being sought prior to commencement of work on roads damaged in the October 2022 floods.
4	Footpaths and cycleways	Work is being undertaken on the Wimmera Discovery Trail using carried forward grant funds.
5	Drainage	Drainage work which commenced in 2022/23 has been continued using carried forward funds.

Hindmarsh Shire Council
Key Result Area Summary
For the period ending 31 March 2024

Service area	Description of services provided	2023/2024 YTD Actual \$	2023/2024 YTD Budget \$	2023/2024 Annual Budget \$	
Theme 1: Our Community					
Community Development	Councils community Development Team works with community groups, organisations and individuals to assist communities reach their aspirations and be healthy, active and engaged.	Operating Expenditure	266,701	133,092	177,509
		Operating Revenue	239,680	-	-
		NET Expenses (Revenue)	27,021	133,092	177,509
		Capital Expenditure	44,800	-	-
Maternal and Child Health Centres	Maintain maternal and child health facilities in Dimboola and Nhill. Council provides support to early years' services through the Municipal Early Years Plan. Council does not provide Maternal and Child Health Services. This service is provided by West Wimmera Health Services in Dimboola, Jeparit, Nhill and Rainbow.	Operating Expenditure	3,543	13,140	17,542
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	3,543	13,140	17,542
		Capital Expenditure	-	-	-
Kindergarten Services	Provision of Kindergarten services in Dimboola, Jeparit, Nhill and Rainbow under contract with Horsham District Kindergarten Association. Council does not directly deliver Kindergarten Services.	Operating Expenditure	111,413	100,665	134,235
		Operating Revenue	38,056	45,720	60,980
		NET Expenses (Revenue)	73,357	54,945	73,255
		Capital Expenditure	-	-	-
Youth Services	Improve the wellbeing of and opportunities for youth within the Shire.	Operating Expenditure	102,497	115,695	154,298
		Operating Revenue	112,209	32,049	42,750
		NET Expenses (Revenue)	(9,712)	83,646	111,548
		Capital Expenditure	-	-	-
Aged & Disability Services	Council ceased to provide in-home aged care services on 30 June 2023. Costs related to Aged Care include Regional Assessment Services as well as social support.	Operating Expenditure	151,200	368,130	434,920
		Operating Revenue	95,784	247,824	330,587
		NET Expenses (Revenue)	55,416	120,306	104,333
		Capital Expenditure	2,447	-	-
Health Promotion	To protect and enhance the health of the community.	Operating Expenditure	181,614	120,501	160,741
		Operating Revenue	115,580	23,247	31,000
		NET Expenses (Revenue)	66,034	97,254	129,741
		Capital Expenditure	-	-	-
Community Transport		Operating Expenditure	-	-	-
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	-	-	-
		Capital Expenditure	-	-	-
Libraries	Provision of permanent library services in Dimboola and Nhill, and improving services to Jeparit and Rainbow.	Operating Expenditure	264,323	307,125	409,619
		Operating Revenue	152,079	96,822	129,156
		NET Expenses (Revenue)	112,244	210,303	280,463
		Capital Expenditure	35,128	41,985	56,000
Arts, Culture and Community Events	Promote and support activities relating to arts, culture and community events throughout the Shire.	Operating Expenditure	91,866	98,361	131,179
		Operating Revenue	15,489	-	-
		NET Expenses (Revenue)	76,377	98,361	131,179

Service area	Description of services provided	2023/2024	2023/2024	2023/2024
		YTD Actual	YTD Budget	Annual Budget
		\$	\$	\$
		Capital Expenditure	-	-
Recreation Programs	Providing a range of recreation programs that encourage an active and healthy life.	Operating Expenditure	10,788	11,367
		Operating Revenue	-	-
		NET Expenses (Revenue)	10,788	11,367
		Capital Expenditure	-	-
Public Order & Safety	Educate the community about public order and safety and enforce Council's compliance with the local laws when required. Operate the school crossing on the Western Highway in Nhill and maintain school crossings throughout the Shire.	Operating Expenditure	137,331	158,038
		Operating Revenue	41,648	60,921
		NET Expenses (Revenue)	95,683	97,117
		Capital Expenditure	-	-
Early Years	Lead a joint effort that will give Hindmarsh children the best start in life, working collaboratively with community and early years providers.	Operating Expenditure	14,543	22,041
		Operating Revenue	-	-
		NET Expenses (Revenue)	14,543	22,041
		Capital Expenditure	-	-

Service area	Description of services provided	2023/2024	2023/2024	2023/2024	
		YTD Actual \$	YTD Budget \$	Annual Budget \$	
Theme 2: Built & Natural Environment					
Local Roads & Bridges	<p>Provide safe, all weather access to residences and allow for efficient transport of goods to and from the Shire.</p> <ul style="list-style-type: none"> The aim of the road network is to provide property access for local traffic. Council endeavours to provide all-weather access to existing residential homes and dry weather access roads to non-residential properties. Council's road network comprises 573 kilometres of sealed roads, 845 kilometres of gravel roads (all weather) and approximately 1470 kilometres of earth roads (dry weather only, some contain gravel sections, though not maintained to an all-weather standard). The network also comprises six bridges and a significant number of large culverts. VicRoads is responsible for main roads including highways and marked routes. Similarly, state government agencies are responsible for roads and tracks within declared parks such as the Little Desert, Big Desert and along the Wimmera River. 	Operating Expenditure	3,648,965	3,442,737	4,592,042
		Operating Revenue	2,083,801	2,766,102	3,688,926
		NET Expenses (Revenue)	1,565,164	676,635	903,116
		Capital Expenditure	1,537,237	2,940,408	3,922,094
Drainage Management	Well maintained, fit for purpose drainage systems within townships.	Operating Expenditure	336,420	407,565	543,628
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	336,420	407,565	543,628
		Capital Expenditure	239,070	26,118	34,839
Paths & Trails	Well maintained pedestrian access, including disabled access to critical and popular destinations around our townships.	Operating Expenditure	215,147	188,811	251,848
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	215,147	188,811	251,848
		Capital Expenditure	747,738	97,335	129,839
Tree Management	Conduct maintenance, inspections and replanting works on Council road reserves, parks and gardens, and recreation reserves.	Operating Expenditure	133,938	281,790	375,807
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	133,938	281,790	375,807
		Capital Expenditure	-	-	-

Service area	Description of services provided	2023/2024	2023/2024	2023/2024	
		YTD Actual	YTD Budget	Annual Budget	
		\$	\$	\$	
Town Beautification	Maintain and redevelop public open spaces in Dimboola, Jeparit, Nhill and Rainbow.	Operating Expenditure	558,411	597,258	796,511
		Operating Revenue	8,000	-	-
		NET Expenses (Revenue)	550,411	597,258	796,511
		Capital Expenditure	77,799	116,208	155,000
Community Centres & Public Halls	Maintenance, renewal and upgrade of Council-owned and controlled community centres and halls, and support of communities that undertake these activities on behalf of Council. To protect and enhance the health of the community.	Operating Expenditure	229,654	207,945	277,330
		Operating Revenue	4,785	3,744	5,000
		NET Expenses (Revenue)	224,869	204,201	272,330
		Capital Expenditure	169,676	131,202	175,000
Recreation Facilities	Maintenance, renewal and upgrade of Council owned and controlled recreational land, buildings and facilities. Council also supports groups that undertake these activities on behalf of Council.	Operating Expenditure	820,787	810,099	1,080,437
		Operating Revenue	343,133	4,500	6,000
		NET Expenses (Revenue)	477,654	805,599	1,074,437
		Capital Expenditure	565,519	704,718	940,000
Waste Management	Management of Council's transfer stations and collection and disposal of domestic waste and recyclables across the Shire.	Operating Expenditure	1,223,316	1,074,348	1,432,927
		Operating Revenue	1,581,465	1,379,214	1,433,142
		NET Expenses (Revenue)	(358,149)	(304,866)	(215)
		Capital Expenditure	46,744	-	-
Quarry Operations	Management of Council-owned and controlled quarries and gravel pits for extraction of gravel for road making.	Operating Expenditure	357,356	491,166	655,080
		Operating Revenue	228,967	301,752	402,500
		NET Expenses (Revenue)	128,389	189,414	252,580
		Capital Expenditure	-	-	-
Waterway Management	Management of Council-controlled waterways including weir pools and lakes.	Operating Expenditure	43,443	72,990	97,351
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	43,443	72,990	97,351
		Capital Expenditure	-	-	-
Environmental Management	Manage, protect and enhance Council's natural assets in conjunction with Government departments and environmental groups.	Operating Expenditure	100,999	119,601	159,489
		Operating Revenue	85,000	56,223	75,000
		NET Expenses (Revenue)	15,999	63,378	84,489
		Capital Expenditure	-	-	-
Fire Prevention	Identification of potential fire hazards and prevention of loss of life and property caused by fire.	Operating Expenditure	90,187	112,815	150,447
		Operating Revenue	18,972	26,235	35,000
		NET Expenses (Revenue)	71,215	86,580	115,447
		Capital Expenditure	-	-	-

Service area	Description of services provided	2023/2024	2023/2024	2023/2024	
		YTD Actual \$	YTD Budget \$	Annual Budget \$	
Theme 3: Competitive and Innovative Economy					
Economic Development	Facilitate an environment that is conducive to a sustainable and growing local business sector and provides opportunities for residents to access employment.	Operating Expenditure	120,007	109,962	146,649
		Operating Revenue	5,463	5,625	7,500
		NET Expenses (Revenue)	114,545	104,337	139,149
		Capital Expenditure	5,150	37,485	50,000
Tourism	To develop a thriving Wimmera Mallee Tourism industry predominantly based on, but not limited to, the Shire's heritage and environmental assets.	Operating Expenditure	193,479	226,593	302,206
		Operating Revenue	1,532,857	-	-
		NET Expenses (Revenue)	(1,339,378)	226,593	302,206
		Capital Expenditure	107,921	104,805	139,796
Private Works	Provision of private civil works services. • Provide quotations for private works undertaken by Council's works department to residents, contractors and other authorities. • Potential private works include grading of farm driveways, grading of fence lines, construction of driveway cross-overs, and supply of labour, plant and materials. • Private works also include repair to Council's infrastructure caused by repair work to third party assets.	Operating Expenditure	351,743	331,965	442,726
		Operating Revenue	424,066	380,844	508,000
		NET Expenses (Revenue)	(72,323)	(48,879)	(65,274)
		Capital Expenditure	-	-	-
Caravan Parks and Camping Grounds	Maintenance, renewal and upgrade of Council Caravan Parks and Camping Grounds.	Operating Expenditure	596,927	447,102	596,271
		Operating Revenue	838,575	547,272	730,000
		NET Expenses (Revenue)	(241,649)	(100,170)	(133,729)
		Capital Expenditure	1,088,882	124,467	166,000
Land Use Planning	To ensure that any development that occurs in Hindmarsh Shire is carried out in accordance with relevant planning policies, principals and controls.	Operating Expenditure	219,729	218,223	291,086
		Operating Revenue	89,259	61,101	81,500
		NET Expenses (Revenue)	130,470	157,122	209,586
		Capital Expenditure	-	-	-
Building Control	To provide statutory and private building services to the community	Operating Expenditure	214,906	184,212	245,713
		Operating Revenue	23,990	36,747	49,000
		NET Expenses (Revenue)	190,917	147,465	196,713
		Capital Expenditure	-	-	-
Aerodrome	Manage and maintain the Nhill Aerodrome	Operating Expenditure	64,513	70,515	94,069
		Operating Revenue	303,116	3,744	5,000
		NET Expenses (Revenue)	(238,603)	66,771	89,069
		Capital Expenditure	325,506	22,491	30,000

Service area	Description of services provided	2023/2024	2023/2024	2023/2024	
		YTD Actual	YTD Budget	Annual Budget	
		\$	\$	\$	
Theme 4: Good Governance & Financial Sustainability					
Civic Governance & Leadership	To ensure that Council provides effective leadership and that its decisions are transparent, inclusive and based on sound recommendations and advice.	Operating Expenditure	842,683	920,277	1,227,525
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	842,683	920,277	1,227,525
		Capital Expenditure	-	-	-
Customer Service Centres	Operation and maintenance of customer service centres to provide facilities from which Council can efficiently deliver services to the community. Provision of information to ratepayers and the general public on a broad range of services provided by Council and other government agencies.	Operating Expenditure	411,194	437,886	584,074
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	411,194	437,886	584,074
		Capital Expenditure	9,600	134,955	180,000
Council Elections	Efficient and effective running of Elections by the Victorian Electoral Commission on behalf of Council.	Operating Expenditure	225	1,998	4,000
		Operating Revenue	1,339	-	-
		NET Expenses (Revenue)	(1,114)	1,998	4,000
		Capital Expenditure	-	-	-
Financial Management	To ensure the efficient and effective allocation of resources through sound financial planning and management that secures the long term financial viability of the municipality.	Operating Expenditure	257,137	397,692	530,444
		Operating Revenue	2,042,766	5,145,588	6,860,872
		NET Expenses (Revenue)	(1,785,629)	(4,747,896)	(6,330,428)
		Capital Expenditure	-	-	-
Rating and Valuations	Management of Council's rating system, including valuation of properties and the levying of rates and charges.	Operating Expenditure	164,184	174,498	232,748
		Operating Revenue	8,495,139	8,490,464	8,512,912
		NET Expenses (Revenue)	(8,330,955)	(8,315,966)	(8,280,164)
		Capital Expenditure	-	-	-

Service area	Description of services provided	2023/2024	2023/2024	2023/2024	
		YTD Actual	YTD Budget	Annual Budget	
		\$	\$	\$	
Records Management	Effective and efficient recording, storage, retrieval and disposal of records in line with the standards of the Public Records Office of Victoria.	Operating Expenditure	38,383	80,064	106,779
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	38,383	80,064	106,779
		Capital Expenditure	-	-	-
Information Technology	Using Information Technology as a tool to connect with the community and provide efficient and effective services.	Operating Expenditure	355,205	315,081	420,250
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	355,205	315,081	420,250
		Capital Expenditure	43,559	63,729	85,000
Risk Management	Monitor and manage Council's risks in relation to operations, employment and infrastructure.	Operating Expenditure	573,073	618,080	687,523
		Operating Revenue	70,532	26,235	35,000
		NET Expenses (Revenue)	502,540	591,845	652,523
		Capital Expenditure	-	-	-
Contract Management	Using Information Technology as a tool to connect with the community and provide efficient and effective services.	Operating Expenditure	166,955	152,127	202,911
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	166,955	152,127	202,911
		Capital Expenditure	-	-	-
Payroll and Human Resources Services	Provision of payroll services to Council employees and the provision of Human Resources services to management.	Operating Expenditure	240,119	292,293	389,840
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	240,119	292,293	389,840
		Capital Expenditure	-	-	-
Emergency Management	Provide support to the community in the areas of emergency preparedness, emergency response and emergency recovery.	Operating Expenditure	44,043	61,101	81,476
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	44,043	61,101	81,476
		Capital Expenditure	-	-	-
Depots & Workshops	Operation of Council's depots and workshops including the provision of heavy plant and equipment.	Operating Expenditure	1,136,558	949,005	298,409
		Operating Revenue	-	-	-
		NET Expenses (Revenue)	1,136,558	949,005	298,409
		Capital Expenditure	245,741	1,119,970	1,145,000



8th April 2024

MINUTES OF THE JEPARIT TOWNSHIP ADVISORY COMMITTEE MEETING OF THE HINDMARSH SHIRE COUNCIL HELD ON 8TH APRIL 2024 at the Memorial Hall, Roy Street, Jeparit at 7.30pm.

Present: Ms. Monica Revell (CEO HSC), Mr. B. Ireland (Mayor HSC), Ms. H. Boyd (Manager Finance HSC), Jason Hutson (Chair-Person) Teresa Smith (Vice-Chair), Cheryl Quinn (Sec), Mel Wagener (CM), Annmarie Werner (CM), Craige Proctor (CM) Sharon Reilly (CM), and Tony Simpson, Colin Moore and Lyn Callanan-Thiel (Community Members).

1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER

We acknowledge that this meeting is being held on the lands of the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagalk Nations and we acknowledge them as Traditional Owners of Country.

We recognise the important ongoing role that Indigenous people have in our community and pay our respects to their Elders, past and present.

2. APOLOGIES

Bec Schultz (Committee Member)

3. DECLARATION BY COUNCILLORS OR OFFICERS OF ANY DIRECT OR INDIRECT INTEREST IN ANY ITEM ON THE AGENDA.

- General conflict of interest; or
- Material conflict of interest

Declaration of general or material conflict of interest must also be advised by Committee Members at the commencement of discussion of the specific item.

NIL.

4. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the JTAC Committee Meeting held on 11th March, 2024 at 7.30pm at the Memorial Hall, Roy Street, Jeparit. circulated to Committee Members be taken as read and confirmed

(Attachment: 1)

Moved: Mel Wagener

Seconded: Annmarie Werner

Carried

5. BUSINESS ARISING FROM THE MINUTES

5.1 Discussion held regarding Jeparit Township signs containing two silo's (back drop) instead of three. All agreed with that statement. Access to continue work arranged.

5.2 Chair person Jason Hutson attended meeting of the J&DBC on Tues 26th March 24 to listen to the J&DBC committee's progress, membership and direction of the facility to benefit the District and the Community. Letter circulated based on the direction and beliefs of the J&DBC for JTA committee to peruse. Lyn Callanan-Thiel (Community Member and Treasurer of the J&DBC) offered a brief outline of the plans.

6. CORRESPONDENCE

INWARD:

6.1 P. King (HSC) Official Opening Riverbank P. - 12/3/24

6.2 P. King (HSC) Official Opening Riverbank P - 12/3/24

6.3 P. King (HSC) Purchaser Order Supermarket – 13/3/24

6.4 P. King (HSC) Purchaser Order Supermarket – 13/3/24

6.5 H. Boyd (HSC) Re: Privacy Information recording- 14/3/24

6.6 H. Boyd (HSC) Information recording 18/2/24

6.7 B. Ireland (HSC) & H. Boyd (HSC) JTAC Draft Min- 19/3/24

6.8 Committee Member – Minutes for March Meeting – 20/3/24

6.9 C. Proctor – Incoming mail correction 20/3/24

6.8 P. King (HSC) Riverbank P - 20/3/24

6.9 Lyn Callanan-Thiel (Community Mem) Inv to attend J & DBC 21/3/24

6.10 J. Hutson Inv to attend meeting at J & District Bowling Club 23/3/24

6.11 H. Boyd (HSC) Information please J His Society 25/3/24

6.12 H. Boyd (HSC) Jeparit Historical society 26/3/24

6.13 JTAC Members – Gramp Tourism Ind News 28/3/24

OUTWARD:

6.14 P. King (HSC) Official Opening Riverbank P. - 12/3/24

6.15 P. King (HSC) Supermarket receipt - 12/3/24

6.16 H. Boyd (HSC) Recording of personal information – 18/3/24

6.17 J & DBC re invitation to attend meeting 18/3/24

6.18 B. Ireland (HSC) & H. Boyd (HSC) JTAC Draft Min- 18/3/24

6.19 P. King (HSC) Riverbank P - 20/3/24

6.20 Committee Members – Minutes for March Meeting – 20/3/24

6.21 C. Proctor – Incoming mail correction 20/3/24

6.22 JTAC Members - Riverbank P - 20/3/24

6.23 Lyn Callanan-Thiel (Community Mem) Inv to attend J & DBC 21/3/24

6.214J. Hutson Inv to attend meeting at J & District Bowling Club 23/3/24

6.25 J. Hutson Meeting at J & District Bowling Club 23/3/24

6.26 H. Boyd (HSC) Jeparit Historical society 26/3/24

6.27JTAC Members – Gramp Tourism Ind News 28/3/24

That the Outward Correspondence be approved and the Inward Correspondence noted.

Moved: Teresa Smith

Seconded: Sharon Reilly

Carried

7. EVENTS

Event:		Location:		Date	
<i>Relevant documents</i>					
	Responsibility	Due date	Status		
Risk assessment					
Food permit					
Local Law permit					

8. GENERAL BUSINESS AS NOTIFIED TO THE CHAIR

8.1 J & DBC meeting report by J. Hutson (Chairperson) – **see 5.2 Report**

8.2 River Bank P – Play equipment – update – **see 10.2 CEO Report**

8.3 Street Scape Upgrade – Tiny Town grant – update **see 10.4 CEO Report**

8.4 Discussion held regarding the disappointing amount of temporary dwellings appearing within the township, Tullvea Street (Caravan) parked close to large Gas Bottles, Block next to Supermarket with caravan and several tents along with geese and goats looking like a dreadful shamble camp site. New portable site office (opposite Supermarket) building that has residence dwelling in the premises without proper connection facilities ie: sewerage/plumbing connections.

8.5 Received 8/4/24 confirmation letter from HSC confirming that the allocation of JTAC funds of \$3,181.00 to the Jeparit Historical Society has been approved.

Craige Proctor (CM) added in his capacity as a Jeparit Historical Society volunteer grant received from the HSC and that members of Jeparit community assisted in moving all packing up stairs in readiness to correctly record, store, catalogue and index heritage papers, photos and items. JHS are still in need of metal filing (new or used) cabinets for additional storage. **JTAC Secretary to send written request to JHS to provide an invoice for payment. Completed**

8.6 JTAC trailer in need repair: Jason Hutson (Chairperson) **Moved** that the tyres on the trailer need to be replaced: Teresa Smith (CM) **Seconded** the motion **Carried**

8.7 JTAC request that the JTAC financial report reflect the removal of suspended funds to J&DBC of \$1,995.00. Craige Proctor (CM) **Moved** that the motion Mel Wagener (CM) **Seconded** the motion **Carried**

9. COUNCILLOR REPORT

9.1 Mayor congratulated Monica Revell new appointment as CEO of HSC.

9.2 Nhill Air show this weekend expectation of about 7,000 attendees.

9.3 Hindmarsh Shire Council draft budget with road repair a high priority.

10. CEO REPORT

10.1 GWM to install drinking water fountain in the River Bank precinct near to the cooking area (Rotunda) where there currently is no running water.

10.2 Picture circulated showing the plan of play equipment and colour scheme being used. Playground equipment funds allocated \$10,000.00 (Lions Club). Motion was **Moved** by Cheryl Quinn (CM-Sec) that the JTAC allocate a further \$5,000.00 towards the Play equipment purchase and installation.

Seconded by Teresa Smith

Carried

10.3 Gym equipment that had been removed from the River precedent will be inspected to enable reinstallation and seating that had been removed for ground works to be reinstalled.

10.4 Tiny Town Grants application for streetscape (\$50,000.00) has been submitted.

11. URGENT BUSINESS

N/A

12. FINANCE REPORT

12.1 Summary of Balances in Finance Report.

RECOMMENDATION:

That the Finance Reports as provided with this Agenda be approved.

Moved: Mel Wagener

Seconded: Teresa Smith

Carried

12.2 Purchase Orders to be raised - \$2,000 or less

Moved: Jason Hutson

Seconded: Teresa Smith

Carried

ITEM NO.	DESCRIPTION	DECISION
8.6	Maintenance	JTAC trailer new tyres x 2

12.3 Purchase Orders to be raised – Greater than \$2,000

Moved: Cheryl Quinn

Seconded: Teresa Smith

ITEM NO.	DESCRIPTION	DECISION
10.2	\$5,000.00	Additional funding for Play equipment on order

13. DECISIONS TO BE MADE

The following decisions are recommendations to Council for endorsement:

ITEM NO.	DESCRIPTION	DECISION
4	Minutes	Confirmation of the Minutes
5	Business Arising from Minutes	5.1, & 5.2
6	Correspondence	Approving the Outward Correspondence and Noting the Inward.
7	Events	Nil

8	General Business as Notified to the Chair	8.1, 8.2, 8.3, 8.4, 8.5, 8.6 & 8.7.
9	Councillor's Report	9.1, 9.2, & 9.3,
10	CEO's Report	10.1, 10.2, 10.3 & 10.4
11	Urgent Business	Nil
12.1	Finance Report	Furnished.
12.2	Purchase Orders to be Raised (\$2,000 or less)	8.6 Azza Tyres, tyres for trailer. Approx. \$300.00
12.3	Purchase Orders to be Raised (above \$2,000)	Nil

14. MEETING CLOSED

The meeting closed at 8.08pm

15. COUNCIL OFFICER AUTHORISATION

I, Heather Boyd accept the following recommendations made by the JTA Committee at this meeting held on 8th April 2024

ITEM NO.	DESCRIPTION	DECISION
4	Minutes	Confirmation of the Minutes
5	Business Arising from Minutes	5.1 & 5.2
6	Correspondence	Approving the Outward Correspondence and Noting the Inward.
7	Events	Nil
8	General Business as Notified to the Chair	8.1, 8.2, 8.3, 8.4, 8.5, 8.6 & 8.7 Community Garden financial assist of \$1,995.00. Please remove payment on Financial Statement
9	Councillor's Report	9.1, 9.2, & 9.3
10	CEO's Report	10.1, 10.2, 10.3 & 10.4
11	Urgent Business	Nil
12.1	Finance Report	That the Finance Report as provided with the Agenda be approved.
12.2	Purchase Orders to be Raised (\$2,000 or less)	8.6 To Azza's Tyres for the replacement of tyres on the trailer. Approx \$300.00
12.3	Purchase Orders to be Raised (\$2,000 or more)	Nil

I Heather Boyd advise that the following items:

ITEM NO.	DESCRIPTION	DECISION
10.2	The JTAC considered the request from the CEO to commit additional TC funds to the purchase of playground equipment for the Jeparit Riverbank Precinct to bring their contribution from \$10,000 to \$15,000. This should ensure that the equipment is to the standard they would like.	The JTAC allocate a further \$5,000.00 towards to the Play equipment purchase and installation. Moved Cheryl Quinn Seconded Teresa Smith, Carried

- Need to be referred to a Council Meeting / CEO for a decision

SIGNED:

Council Officer



Dated:

10/4/2024

Wimmera Mallee Pioneer Museum

Dimboola Road, Jeparit, Victoria 3423

Email: wmpmjeparit@gmail.com

Facebook: www.facebook.com/WMPMJeparit

Minutes – Tuesday 19 March 2024, 7.30 p.m.at Briarley House

- 1) **Welcome and Acknowledgment of Country**
- 2) **Declarations of interest – NA**
- 3) **Present:** Committee members: Peter Pumpa (PP) – Chair; Craige Proctor - Secretary (CNP); Wendy Werner (WW); Don Pedder (DP); Maryanne Paech (Treasurer; Jeff Woodward (JW, HSC); Cr Brett Ireland. Guests: Tige Mannington; Clem Paech; Peter Robson.
Apologies: Wendy Zanker; Rhys Wilkosz.
MOTION: To accept the apologies. Moved: WW Seconded: DP CARRIED
- 4) **Minutes of Previous Meeting**
The last meeting, on 20 February 2024, was an official meeting.
Motion: To accept the Minutes of the 20 February 2024 meeting as circulated.
Moved: WW Seconded: PR CARRIED
Business arising from Minutes: CNP had received an acknowledgement of his email to the H V McKay Trust seeking input into his draft storyboards relating to the McKay Collection but no feedback had yet been provided.
- 5) **Correspondence**
Inwards
Nhill Early Learning Centre – consideration to support Mother’s Day fundraising activity
H V McKay Trust – Kate Raidal, in response to email to Trust about WMPM’s McKay collection
National Library of Australia notification of Community Heritage Grants (up to \$20,000 for specific support)
Email from Heather Flavel (shared with Committee)
HSC (Petra Croot) – seeking information from Town Committees adhering to Privacy Policy and Collection Statement when eliciting information for events/visitors
HSC (Acting CEO) – letter to MC members notifying of end of membership cycle in July and process for renominating/nominating.
Outwards
Formal response via email to Heather Flavel.
Response to HSC (Petra Croot) re Privacy Policy and Collection Statement
Condolence card to volunteer Graham Grinter on the passing of his mother
Motion: To accept the outward correspondence and note the inward Correspondence.
Moved: MP Seconded: DP CARRIED
Business arising from Correspondence:
It was agreed that WMPM would provide a voucher to the Nhill Early Learning Centre to support its fundraising activity. CNP to organise. **Moved: WW Seconded: DP**
- 6) **HSC update (JW, HSC).** The sign promoting the Museum had been erected at the RV Dump Site in Roy Street. Wimmera Mallee Tourism has now joined Grampians Wimmera Mallee Tourism to form a Visitor Economic Partnership (VEP) comprising eight LGAs, the first in the State. This should make it easier to secure grant money.
WW queried the status of the OH&S Review by HSC as not knowing what we can and cannot do is hindering our progress particularly in regard to the Rally. JW will investigate further.
RV Dump Site signage supposedly to be completed the day after the meeting.
- 7) **Treasurer’s Report (MP)**
Volunteer Hours: February 2024: 304 hours
Accounts to pay: Reimbursements: WW (Envelopes, invoice to be submitted, deferred); MP \$323.95 (Stamps etc.)

February 2024	
Opening balance 01.02.24	27,772.70
Receipts	358.90
Expenses	512.83
Closing balance 29.02.24	27,814.59
Term Deposits (2)	34,685.84

Total	\$62,745.48
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One Term Deposit is maturing on 27 March. Decision made for MP to reinvest it at the best interest rate for at least one year. **MOTION: To accept the Treasurer’s report as circulated. Moved: WW Seconded: DP CARRIED**

General Business

1) **Rally update.** Many decisions still need to be made and acted on. Invitations to exhibitors are about to be sent out with reply envelopes. CNP about to commence promoting the Rally online. Dimboola HS has agreed to produce large format posters. Ongoing issues relating to exhibitors’ insurance etc. We need to determine the status of Dunmunkle Sump Oilers workers; will they be volunteers and have to go through the HSC compliance process? CNP to email to JW the Rally Planning spreadsheet. Discussion about the Emergency Management Plan which needs to be completed. TM explained how he will be constructing the enclosure for the horseworks and cost involved for this permanent structure. **Motion: to authorise TM to spend up to \$1,000 on timber etc. for a three-rail fence at the horseworks. Moved: WW Seconded: CP CARRIED**
Next Planning Meeting: Tuesday 26 March 7 p.m. CNP cannot attend and now needs to step back from these meetings; TM not able to attend.

2) **Visitors (MP):**

February Attendance:

Adults	Pens./Conc.	Children	Family	Group
13	14			

Group Bookings: Friday 10 April 2024, 40-50 people from Warrnambool Indoor Bowling Club, requesting WMPM be open from 9 a.m. (Ph: Barb, 0419 368 221). **Sunday 6 October,** 50 people from Seymour Railway Heritage Centre

- 3) **Souvenirs:** new stock required including pencil sharpeners and tea towels. **Motion: that MP order new stock up to the value of \$500 and be approved to buy more ice creams. Moved: WW Seconded: DP**
- 4) **Cleaning out store room at Albatutya (WW)** Cataloguing initiative (WW, CNP) Laptop Grant Application rejected on grounds of WMPM being ineligible; we are an HSC Asset Committee. JW kindly offered to secure a laptop and peripherals which will be paid for out of the maintenance budget. WW has collected the laptop. WW and CNP have begun attending the RHSV’s Cataloguing Clinics, monthly Zoom webinars, which are potentially useful for us in terms of developing subject headings for the non-mechanical collections. PP questioned the value of cataloguing vis a vis potentially having to move items in the event of a flood. CNP responded that for any Museum cataloguing is of vital importance. Currently very few of the non-mechanical items is recorded and we need to proceed with this. WW is enlisting the support of others to assist with this ambitious and time-consuming initiative.
- 5) **Storyboards update (CNP):** potentially 15 new panels: Blacksmithing (1); Grain pickling (3); Mallee Rollers (2); Horses (1); McKay Collection (4); Pioneer Women (3); Wimmera and Mallee (1). (4’x2’) Digitally printed, UV Laminated, premium grade, Aluminium Composite Panel signs, \$220 each = \$3,300. CNP showed three mockups produced kindly by JW and proposed having nine storyboards produced now (\$1,980) followed by six more (\$1,320) before the Rally. **Motion: that we proceed with having nine storyboards produced now and the remaining produced prior to the Rally and that CNP take charge of this. Moved: MP Seconded: WW CARRIED**
- 6) **Western Victorian Association of Historical Societies AGM,** Nhill, April 6-7 (CNP). Hosted by Nhill Silo Heritage Project. WMPM is a member and Craige will be attending. CNP will be hosting Dr Rosalie Triolo, Vice President of the Royal Historical Society of Victoria and showing her around the Museum while she is here.
- 7) **Maintenance.** Ongoing problem with rear verandah at Briarley and cement on disabled entrance – still not dealt with. Painting of school etc. still not completed and window screens still not re-attached. Wood palings on storage shed spouting needs to be repaired. Tarranyurk Hall door – what to do with original doors removed? A log has come off the rear wall of Albatutya kitchen. CNP and WW to liaise with Aiden Dent about maintenance jobs.
- 8) **Volunteer issue.** One of the volunteers frequently doesn’t attend when scheduled to do so and does not always notify anyone. This leaves the other volunteer alone and she sometimes closes the Museum as our policy is to always have two volunteers on duty. This situation is impacting on the other volunteers and someone – generally MP or CNP – has to cover for the non-attending volunteer. This is an ongoing situation. CNP offered to draft a letter to the volunteer and to communicate with Centrelink. CP offered to speak to the volunteer once the letter has been drafted and approved.
- 9) **HSC Update - Cr Brett Ireland**
- 10) Next Meeting: **Tuesday 16 April, 7.30 p.m.**

Meeting closed at 9.55 p.m.

Yurunga Homestead Community Asset Committee

General Meeting, Wednesday, March 27th 2024, Yurunga Homestead Rainbow

7:30 pm

Draft Minutes

Welcome and Opening at 7:40 pm

Members present: Jennifer Solly (Chair), Peter Solly (Secretary/Treasurer), Heather Drendel,

Visitors: Mayor Cr Brett Ireland (Hindmarsh Shire)

Apologies: Colin Drendel, Lou Ravenhorst, Jeff Woodward (Hindmarsh Shire)

Moved: Heather Drendel, Peter Solly - That the apologies be accepted c/d

Additional items for General Business (to be accepted at Chairperson's discretion)

- Subsidence on South verandah above underground room
- Fridge

Declaration by a Councillor, Officer or Committee Member of any direct or indirect interest in any item on the agenda

Minutes of the previous meeting as circulated

Moved: Heather Drendel, Peter Solly – That the minutes of the general meeting held on February 22nd 2024 as circulated be accepted as a true and accurate record. c/d

Business Arising:

- Feb 20 & 24: Heather and Jenny worked in the garden and cleaned the house. Peter was on trailer duty
- Feb 26: Jenny sent a 100th birthday card to Dorothy Gosling
- Feb 26: Helen W-H of Nhill confirmed the lunch and tour on Monday, 4th March
- Feb 29: Peter chipped the dead lawn edges and whipper snipped weeds in the orchard
- 19 mice have been caught in the house since the last meeting (to March 21st)
- Feb 29 & Mar 1: Allan mowed the lawn

- Mar 1: Thanks Heather and Col for picking up and bagging apples to kill moths, picking the pears and bagging them for sale in the craft shop and removing more stones along the garden path (safety issue)
- Mar 2: Peter and Jenny weeded, raked, etc
- Mar 4: Successful tour and catering for the Nhill volunteer group. Dr Gary, Elaine (heritage consultants) and painter Frank (from Mildura) also visited re grant painting and conservation management plan
- We will be catering for supper after the Rainbow and District Landcare Group meeting on Wednesday, 17th April, in the Mecca supper room. The guest speaker specializes in heritage fruit trees
- Thank you to Col for oiling the verandah after our Nhill tour
- The new toilet door sign (two sided tape) fell off the door during the heatwave!
- Mar 10: We used our hot weather policy for Sunday duty. Our volunteer was on standby at home. Her phone number was on signs at the house if needed
- Mar 19: Frank started the grant painting above the verandah roof. He will finish two coats of paint around the entire house in three visits
- Seymour Railway Heritage Centre plan to bring a train to Rainbow on Sunday, 6th October and have enquired about a visit to Yurunga for up to 50 people
- Mar 19: Dr Gary rang about the National Library of Australia Community Heritage Grants, which are now open. It's a slow process. The first step is to apply for a grant to have the significance of the collection assessed. Dr Gary has offered to apply for us
- Mar 21: Dr Gary rang to discuss ongoing and changing plans for grant work
- On Monday, 25th March, Peter and Marcus Feher will be working on the back screen door and also looking at the south verandah where it has subsided (Dr Gary's request)
- Mar 24: Peter reattached the toilet door sign
- Mar 25: Marcus and Peter removed flywire door. Marcus lifted a few verandah boards as requested by Dr Gary – above the underground room
- Mar 26: Marcus repaired and reinstalled the flywire door

Correspondence In (Emails)

Feb 27: Jeff Woodward (Tourism and Economic Development Officer) to Peter re painting restoration information: 3 quotes needed, the painting's significance and value, Heritage Vic's interest in it and covering the \$2,500 excess

Mar 1: Petra Croot (Manager Governance and Human Services) to Peter re Petra will review our draft donation and loan forms

Mar 5: Jeff to Peter re grant for collection cataloguing/significance has just opened

Mar 5: Petra Croot to Peter re copies of draft Loan and Donation forms, guidelines and process for our committee to review, and let Petra know if any amendments are needed

Mar 14: Jeff to Peter offering assistance if needed on National Library of Australia Community Heritage Grant
Mar 14: Mick Henderson (Manager Assets and Facilities) re he will contact the pigeon contractor. Can we remove the nests?
Mar 15: Mick to Peter re contractor Mick Smith hopes to return late next week
Mar 18: Petra Croot to Peter re copy of letter about the end of committee membership term July 2024, please circulate to all members
Mar 18: Jeff to Peter re email from Petra about privacy and information collection on behalf of Council
Mar 19: Richard Boyce, Seymour Railway Heritage Centre to Peter re train visit and tour on Sunday, 6th October 2024
Mar 20: Jeff to Peter re Jeparit museum grant for significance assessment 2019/20

Late Correspondence In (Emails)

- Mar 25: Aiden Dent to Dr Gary Hill (Yurunga CC) re copy of plumber's report on roof (South side)
- Mar 27: Sue Flanagan (Murtoa Probus) to Peter re still trying to finalise details for visit
- Mar 27: Tracey O'Connell (Trade Travel) to Peter re rates for lunch and tour in 2024

Correspondence Out

Feb 26: Jenny sent a 100th birthday card to Dorothy Gosling on behalf of the committee
(Emails)
Feb 27: Peter to Petra Croot (Manager Governance and Human Services) re copy of a quote from Grimwade Conservation Services to repair Esther's painting
Feb 28: Peter to Petra re advice on revising our draft loan and donation documents
Mar 5: Peter to Jeff re invoice for the Nhill volunteer group lunch and tour on 4th
Mar 14: Peter to Jeff re we will look into applying for the grant
Mar 14: Peter to Mick Henderson and Aiden Dent re pigeons are back
Mar 14: Peter to Petra re we will look over the loan and donation documents at our next meeting
Mar 15x2: Peter to Mick Henderson re the roof area has been open for several years. The solution would be to restore the roof and ceiling. Then, thanks
Mar 19: Peter to Jeff re Dr Gary Hill has offered to assist us with the first stage of the grant (to have the significance of our collection assessed)
Mar 19: Peter to Richard Boyce re heritage train visit to Rainbow on 6th October, 2024
Mar 20: Peter to Petra re her letter about our committee term ending in 2024 has been forwarded to our committee members
Mar 21: Peter to Aiden Dent re Dr Gary Hill's concerns about moisture affecting the underground room and that funding from the current grant could be diverted to investigate the cause. He also suggests installing 4 to 6 additional drops and

spreaders to get water away from the main roof. Dr Gary would like to meet with Aiden at Yurunga to discuss this
Mar 21: Peter to S86 re draft minutes of February meeting

Late Correspondence Out (Emails)

- Mar 25: Peter to Dr Gary and Elaine re original roof tiles in Coach House stall, repairing rear screen door/hinges and removing floor boards outside underground room with photos
- Mar 26: Peter to Sue Flanagan (Murtoa Probus Club) re update on proposed visit mid April
- Mar 27: Peter to Sue Flanagan (Murtoa Probus) re available dates in April and May
- Mar 27: Peter to Tracey O'Connell (Trade Travel) re rates for lunch and tour in 2024
- Mar 27 Peter to Tracy O'Connell (Trade Travel) re rates for lunch and tour 2024
- Mar 27: Peter to Sue Flanagan re available dates in April

Moved: Heather Drendel, Peter Solly – That the inward correspondence be received and the outward endorsed. c/d

Reports

~Financial

Yurunga Homestead Community Asset Committee

Financial Report

February 1st 2024 to February 29th 2024

Opening Balance per statement at 1st February \$3,954.00

Plus Income:

Craft Shop 1 Jam, 19 bags plums	\$86.40
Total Income	\$86.40

Less Expenses:

Origin Energy Power	\$313.10
Total Expenses	\$313.10

Closing Balance per statement 29th February \$3,727.30

Term Deposit reinvested with interest on 28 th April 2023 at 3.95% % interest pa for 12 months . To be reinvested by April 28 th 2024	\$5,090.82
Term Deposit invested 8 th Feb for 3 months At 3.45% pa	\$10,094.52
Total funds	\$18,912.64

Peter Solly Secretary/Treasurer, Yurunga Homestead Community Asset Committee

Moved: Peter Solly, Heather Drendel – That the financial report be accepted and that the Term Deposit due on April 28th be reinvested for another 3 months..
c/d

~Mayor, Cr Brett Ireland

- CEO update – There is a short list of 2 to be interviewed next Tuesday.
- There was an interview today with Jacinta Ermacora, Labour Legislative Council Western Region member re the weir in Jeparit, Davis Park redevelopment, Rainbow Amenities and Roads in the Shire.
- Jeparit Swimming Hole and Nhill Caneball facility were opened last weekend.
- Lou's silo was discussed

~ Jeff Woodward

Moved: Heather Drendel, Peter Solly - That the Hindmarsh Shire reports be accepted. c/d

General Business

- Reviewing Petra's loan and donation documents. Any amendments?
We need to clarify how many copies and where they are stored and disclosed
Email Petra regarding this.

- Esther Liesfield's damaged painting, \$2,500 insurance excess
Jeff Woodward requested more information. Two more quotes are required.
What is the significance and value of the painting? What is Heritage Vic's interest in it? Who covers the excess?

Moved: Heather Drendel, Peter Solly - That the damaged painting is very significant as it was painted by Esther Liesfield. Esther lived in Yurunga from 1912 until 1953. She was an artist and taught art at Yurunga. That we pursue full restoration of Esther Liesfield's painting. Yurunga is heritage listed. Our understanding is that the owners, Hindmarsh Shire are responsible for adequate maintenance and preservation of the property and contents. Damage occurred

due to inadequate maintenance and drainage issues that had been previously reported. Council should pursue the insurance claim and cover the excess. c/d

- Landcare group supper catering, Wednesday, 17th April, Mecca supper room. Heather will follow up with Bernard and keep us informed
- Blinds – Heather is in contact with Ian Campbell (Campbell and Johnson) who is quoting for 10 windows. The blinds will have cut sides. Heather is following this up.
- Storm water issues on the south walls. Some boards have been lifted. We need to get Aiden Dent across to look at the issues as soon as possible.
- Grant. Get Jeff and Dr Gary to work on the application
- Fridge – Heather will be in contact with the race committee re collection.
- Date of next meeting (falls on Anzac Day) – we decided to leave as it is.

Bookings

Wednesday, April 10, 2024, tour only, but providing the urn, Jeparit/Rainbow hostel residents, 10-15 ppl, 10:30am arrival

Contact: Rebecca Bastin **Postponed until Wednesday April 17th.**

Sunday, April 14, 2024, tour only, 12ppl, 11am arrival

Contact: Dennis Smith [REDACTED] Dennis will confirm

Murtoa Probus Club, possible lunch and tour mid April

Contact: Susan Flanagan [REDACTED]

Sunday, April 21, 2024, tour only, Geelong group (bowlers), 10+ ppl, morning arrival. Time and numbers to be confirmed

Contact: Wendy Ballantine [REDACTED]

Wednesday, April 24, 2024, tour and maybe lunch, Nhill Probus Club, 15-20 ppl

Contact: Bill Day [REDACTED]

Wednesday, May 22, 2024, lunch and tour, Martin's Albury group, 40 ppl, arrival 11:30am

Contact: Jessica George, Expanding Horizons, Adelaide [REDACTED]

Sunday, October 6, 2024, Seymour Railway Heritage Centre, train bringing up to 50 ppl for a tour of Yurunga, midday arrival

Contact: Richard Boyce [REDACTED]

Next Meeting: April 2024, to be discussed

Meeting closed at 9:47 pm

If you have an idea or would like some action taken, please notify the Secretary or Chairperson so that it can go on the agenda for discussion at the meeting. If something comes up after the agenda goes out (usually a week before the meeting, it can be listed on the night.



April 2024

To Committee Members,
"as addressed"

NOTICE is hereby given that a Rainbow Community Asset Committee **General** Meeting of the Hindmarsh Shire Council will be held at the Civic Small meeting room on 3rd April commencing at 7:30pm.

Chairperson Rob Koning declared the meeting open and welcomed everyone.

Attending: Peter Solly, Graham Petschel, Karen Koning, Rob Koning, Kate Hutson and Alan Lehmann.

Visitors, Fred Saul, Jill Eckermann, Daniel Eckermann, Ben Gosling, Colleen Petschel and Corrie Smith.

1 ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY

We acknowledge the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagalk Nations as Traditional Owners of Country.

We recognise the important ongoing role that Indigenous people have in our community and pay our respects to their Elders, past, present and emerging.

2 APOLOGIES

2.1 Craig McKenzie from the badminton Club.

Motion: to accept apologies

Moved: Jill Eckermann

Second: Colleen Petschel – Carried

3 CONFLICTS OF INTEREST -

3.1 Colleen Petschel Re Badminton Club

4 CONFIRMATION OF MINUTES

RECOMMENDATION: that the minutes circulated to members from the last general meeting held on 8th November 2023 be taken as read and to be adopted.

Moved: Graham Petschel **Second:** Peter Solly - Carried

5 CORRESPONDENCE

5.1 Christmas Fairies (town decorating Committee) regarding Storage of Christmas decorations to be dealt with in general business.

RECOMMENDATION

That the Outward Correspondence be approved and the Inward Correspondence noted.

Moved: Peter Solly **Second:** Alen Lehmann – Carried

6 GENERAL BUSINESS

6.1 [Discuss use of hall by badminton club, such as charges, cleaning, insurance etc.](#)

Representatives of the badminton club advised the Hall Committee that they had insurance through Badminton Vic.

Any damage to the hall during their sessions are to be paid for by the Badminton Club.

The Net Poles are to be free standing as per prototype (on wheels for ease of removal and replacing as required for other events) shown to us including final protection of completed Poles

They would need the hall for three hours thrice weekly, Monday and Wednesday for three hours in the evening for the seniors and from 3.30 – 6.30 pm on the Wednesday for the juniors.

Jill wishes for the juniors to commence on the 1st may 2024 and be conducted through May, June, July and August.

If permission is granted the fees would then be \$40.00 per week for the three sessions including limited use of the kitchen for the one session for the juniors

The kitchen is to be left clean and tidy after use.

Any spillages in the hall are to be cleaned appropriately, the cleaned hall floor is to be swept with the orange fluffy brooms after each session (it only takes a few minutes)

Moved: Alan Lehmann **Second:** Karen Konig – carried

Lines@ 40 mm wide would be required. Rob is to check with the shire to ascertain if painting the lines onto the floor would be allowable before granting the Badminton club permission to use the Mecca

Moved: Peter Solly **Second:** Alan Lehmann-Carried

6.2 [Have had a request for someone to hire hall chairs discussion required.](#)

The committee decided to defer 6.2 on to the next meeting as that event has already been held

6.3 Christmas decoration storage in back room of Civic Centre by other groups, discussion required.

Agreed to allow the sub-committee of the town Advisory committee (town committee) authorization to store Christmas decorations in the store room at the rear of the civic centre.

Moved: Peter Solly Second: Karen Koning – carried

6.4 to arrange a working bee to clean out civic centre rear storage room.

A ‘stock take’ of what can be removed is to happen before next meeting the date of which is yet to be decided.

7 FINANCE REPORT Bank Balance of \$ 6941.71

7.1 Summary of balances in finance report attached.

RECOMMENDATION:

That the Finance Report as provided with this Agenda be approved, and any accounts to be passed for payment.

Moved: Karen Koning **Second:** Graham Petschel – carried

8 MEETING CLOSED 8:53 pm

**Rainbow Civic Centre Management Committee
Profit & Loss Statement
1 Jul 2023 - 21 Mar 2024**

Income

Hall hire	\$	363.64
Supper room - kitchen hire	\$	211.82
Kitchen hire	\$	22.73
Meeting room hire	\$	45.45
Hall, supper room, kitchen hire	\$	-
Bain Marie hire	\$	-
Cleaning fee	\$	-
Grant	\$	-
Fundraising	\$	-

TOTAL INCOME \$ 643.64

Expenses

Advertising	\$	-
Bank charges	\$	-
Licences	\$	47.26
Maintenance	\$	-
Post Office box rental	\$	140.00
Renovations	\$	-
Stationery	\$	-
	\$	-
	\$	-

TOTAL EXPENSES \$ 187.26

Overall Profit/Loss \$ 456.38

**Rainbow Civic Centre Management Committee
Balance Sheet
1 Jul 2023 - 21 Mar 2024**

CBA cheque acc	\$	7,095.71
Less unpresented cheque	\$	154.00
Expected balance	\$	6,941.71

ATO credit \$ 15.00