



31 May 2018

To Councillor,  
"as addressed"

NOTICE is hereby given that an **ORDINARY MEETING** of the Hindmarsh Shire Council will be held at the Council Chambers, 92 Nelson Street, Nhill on Wednesday 6 June 2018, commencing at **3.00pm**.



Greg Wood  
**Chief Executive Officer**

**AGENDA**

1. **Acknowledgement of the Indigenous Community and Opening Prayer**

2. **Apologies**

3. **Confirmation of Minutes**

4. **Declaration of Interests**

5. **Public Question Time**

6. **Deputations**

7. **Correspondence**

8. **Assembly of Councillors**

- 8.1 Record of Assembly

**9. Planning Permit Reports**

No report

**10. Reports Requiring a Decision**

- 10.1 Business Assistance Grants Recommendations for 2018/19  
10.2 Community Action Grants Recommendations for 2018/19  
10.3 Western Highway – Speed Limit Review Nhill Township  
10.4 Construction of Rainbow & Dimboola Skate Parks

**11. Special Committees**

No report

**12. Late Reports**

- 12.1 Procurement of replacement kerbing machine

**13. Other Business**

---

**14. Confidential Matters**

- 14.1 Hindmarsh Shire Council Audit Committee (includes recommendation on the appointment of internal audit services)  
14.3 Contract Award - Restoration of Flood Affected Roads - Package 1  
14.3 Former Rainbow Primary School Site

**15. Meeting Close**

---

**1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND  
OPENING PRAYER**

***Acknowledgement of the Indigenous Community***

*We acknowledge the Shire's Indigenous community as the first owners of this country.  
We recognise the important ongoing role that indigenous people have in our community and  
pay our respects to their elders and people both living and past.*

***Opening Prayer***

*Dear Lord,*

*We humbly request your blessing upon this Council and welcome your guiding presence  
among us.*

*May our decisions be taken wisely and in good faith, to your glory and the true welfare of  
the citizens of the Hindmarsh Shire.*

**2. APOLOGIES**

**3. CONFIRMATION OF MINUTES**

***RECOMMENDATION:***

***That the Minutes of the Ordinary Council Meeting held on Wednesday 23 May 2018 at  
the Council Chambers, 92 Nelson Street, Nhill as circulated to Councillors be taken  
as read and confirmed.***

*Attachment: 1*

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

- Direct; or
- Indirect interest
  - a ) by close association;
  - b ) that is an indirect financial interest;
  - c ) because of conflicting duties;
  - d ) because of receipt of an applicable gift;
  - e ) as a consequence of becoming an interested party; or
  - f ) because of an impact on residential amenity.

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

---

**5. PUBLIC QUESTION TIME**

---

**6. DEPUTATIONS**

No deputations

---

## 7. CORRESPONDENCE

### 7.1 GENERAL CORRESPONDENCE

**Responsible Officer:** Chief Executive Officer

**Attachment:** 2

**Introduction:**

The following correspondence is tabled for noting by Council:

- Rainbow P-12 College
  - *Request to suspend the removal of truck restrictions on Rainbow-Nhill Road*
- Nhill Aviation Heritage Centre
  - *Congratulating the committee on the arrival of the "Wirraway" plane and their fundraising efforts*

**RECOMMENDATION:**

***That Council notes the attached correspondence.***

*Attachment: 2*

## 8. ASSEMBLY OF COUNCILLORS

**Responsible Officer:** Chief Executive Officer

**Attachment:** 3

**Introduction:**

The attached Assembly of Councillors Records are presented as an attachment to the Council agenda for the information of Councillors and recorded at the Council meeting as required under s80A Local Government Act 1989.

**Options:**

1. That Council accepts the Assembly of Councillors Records as presented.

**RECOMMENDATION:**

***That Council accepts the Assembly of Councillors Records as presented.***

*Attachment: 3*

## 9. PLANNING PERMITS

No report

<b>10. REPORTS REQUIRING A DECISION</b>
---

**10.1 BUSINESS ASSISTANCE GRANTS RECOMMENDATIONS FOR 2018/19**

**Responsible Officer:** Director of Corporate and Community Services

**Introduction:**

This report seeks support from Council to implement proposed changes to the 2018/2019 Business Assistance Grants Programs. Changes proposed relate to the categories, eligibility, ineligibility and assessment criteria, application questions and application dates.

**Background:**

The Hindmarsh Shire Council Business Assistance Grants Program was established in 2016 to generate new employment opportunities, to support existing businesses growth and attract new business to Hindmarsh Shire.

Whilst the Business Assistance Grant Program has been very successful in previous years, Council staff review the program at the end of each year to identify improvements or sections that have caused numerous queries or issues throughout the year.

This report addresses the issues identified during 2017/2018 and provides recommended changes that will improve the application process during 2018/2019.

The following provides an overview of 2017/2018 Financial Year Business Assistance Grants program.

**1. Business Assistance Grants Categories:**

There are currently three categories in the Business Assistance Grants Program as outlined below:

**Startup Grant**

Offers grants to support the establishment of new and innovative businesses that increase the diversity of the Shire's business community. It also provides the potential for local residents to start new businesses.

**Business Growth**

Assists existing small business to grow and attract new businesses to the shire and can include:

- expansion from a home base to commercial premises.
- expansion of business from another Municipality into Hindmarsh Shire.
- up-skilling existing employees.
- small business mentoring services.
- creation / update of business planning documents (business plan, marketing plan, and succession plan etc).

For Startup and Business Growth Grants applicants can apply for the following cash items:

- Cash contribution of up to \$2,000 for relocation costs, website development costs, business planning and/or mentoring.
- Cash contribution of up to \$100 per month as rent subsidy for the first six months.
- Vouchers of up to \$100 for any Hindmarsh transfer station.
- Up to \$1,500 for local staff recruitment costs (advertising, HR recruiting costs) / training existing staff.
- Up to \$1,000 for business planning, and
- Costs associated with Council regulatory requirements (permits relating to the Health Act, Food Act, registration and transfer of ownership, planning, building and street furniture etc.) will be at the discretion of Council where applicable.

### **Streetscapes**

Grants are open to existing businesses to improve the exterior façade of their building (must have property owner approval). Works under this category can include:

- painting, signage, cleaning, removal and replacement of cladding/awnings, repair or replacement of façade structures.
- access works to reduce entrance barriers.
- removal of steps, and
- installation of handrails.

Under the streetscapes grant, the owner must contribute 50% of the total project cost, however a maximum 25% of the total project cost can be made up from in-kind contributions, i.e. volunteer labour and donated goods and services.

For Startup, Business Growth and Streetscape grants applicants can also select the following non-cash items to assist with their grant. There are no restrictions on how many non-cash items applicants can apply for.

- One Business profile on Council's Facebook Page.
- Assistance with media release for promoting business open / expansion / new employee.
- One on one support from the Council's Economic Development team to provide a single point of contact at Council to assist all businesses through Council's regulatory processes.

### **2. *Eligibility, ineligibility and assessment criteria:***

All applications are assessed and rated against the following eligibility, ineligibility and assessment criteria:

#### **Eligibility Criteria**

- Have a registered ABN.
- Provide evidence that the business is currently operating, or is planning to operate in the Hindmarsh Shire.
- Demonstrate an economic benefit and value for money.
- The project will result in the creation and / or retention of employment.

- Demonstrate financial viability of the business.

**Ineligible Applications:**

Applications by, or for, the following purposes will not be eligible for funding:

- General business operating expenses including salaries, wages, overheads, material expenses, utility usage costs etc.
- Legal and financial advice, market research.
- Applications made by small business that have outstanding amounts owing to Council (rates, permit payments etc).
- Schools and their Parents and Friends organisations.
- Businesses operated by Council staff or Councillors or relatives as this may be a perceived or actual conflict of interest.
- Projects that are clearly a duplication of an existing service, and
- Retrospective funding (projects that have commenced or have been completed will not be funded).

**Assessment Criteria**

All applications are assessed using the following criteria which have a direct correlation to the questions within the application.

Why? 30%	<ul style="list-style-type: none"> <li>- Explain the demonstrated need for the project.</li> <li>- How will the project improve the business operations and economic situation?</li> </ul>
What? 30%	<ul style="list-style-type: none"> <li>- Provide a brief summary of what you are going to do.</li> <li>- Complete and submit a Risk Assessment for the project.</li> <li>- Provide detail on how Hindmarsh Shire Council's contribution will be recognised and acknowledged.</li> </ul>
How? 40%	<ul style="list-style-type: none"> <li>- Provide quotes/ information on specific item(s) funds will be used to purchase.</li> <li>- Provide the organisations banking details and evidence that the organisation can complete the project on time and to budget.</li> <li>- Complete the budget and in-kind contribution templates.</li> <li>- How will your projects success be measured? (including number of employment opportunities gained)</li> </ul>
Finally	<ul style="list-style-type: none"> <li>- Complete eligibility and submissions checklist.</li> </ul>

**3. 2017/18 Business Assistance Grant Applicant Overview**

The following table lists the successful applicants for the 2017 / 2018 financial year, the amount allocated to successful applicants and total amount of Council allocated funding.

2017/18 Successful Applicants	Funding Allocated	Category Totals
Start-up		
Ambers Sweet Bliss	\$2,641.45	
Rainbow 50's Café	\$1,000.00	
Wendy's Retreat Nhill	\$1,500.00	



		<b>\$ 5,141.45</b>
Business Growth		
A Kube Aviation	\$ 2,000.00	
		<b>\$2,000.00</b>
Streetscapes		
Bruce Miller Plumbing	\$ 3,000.00	
The Gateway Shop	\$ 1,124.00	
2Js Furniture and Gifts	\$ 2,000.00	
Clugston Butchers	\$ 2,972.00	
Halfway Motors	\$ 762.50	
Rainbow Learning Group	\$ 3,000.00	
		<b>\$12,858.50</b>
<b>Total Expenditure</b>		<b>\$19,999.95</b>

**Discussion:**

Based on issues and questions raised during the course of the 2017/2018 Business Assistance Grants program, Council staff have reviewed the criteria and propose the following changes to the 2018/2019 program.

**1. Business Assistance Grants Categories:**

It is proposed that the Start-up and Business Growth categories are merged to create one category to be named 'Business Development'. It is proposed to retain the Streetscapes as a separate category.

**Business Development**

- Will support the establishment of new and innovative businesses that increase the diversity of the Shire's business community and provide the potential for local residents to start new businesses.
- Will assist existing small business growth and attract new businesses to the shire.
- Expansion from a home base to commercial premises.
- Relocation of business from other Municipalities into Hindmarsh Shire.
- Up-skilling existing employees.
- Small business mentoring services.
- Creation / update of business planning documents (business plan, marketing plan, and succession plan etc).

Applicants can apply for funding to a maximum amount of \$3,000 made up of the following:

- Cash contribution of up to \$2,000 for relocation costs, website development costs, and business planning/mentoring.
- Cash contribution of up to \$100 per month as rent subsidy for the first six months.
- Vouchers of up to \$100 for any Hindmarsh Shire transfer station.
- Up to \$1,500 for local staff recruitment costs (advertising, HR recruiting costs)/training existing staff.
- Up to \$1,000 for business planning.

- Costs associated with Council regulatory requirements (permits relating to the Health Act, Food Act, registration and transfer of ownership, planning, building and street furniture etc) will be at the discretion of Council where applicable.

For Business Development grant applicants can also select the following non-cash items to assist with their grant. There are no restrictions on how many non-cash items applicants can apply for:

- Assistance with a media release promoting business open/expansion/new employee.
- One on one support from Council's Economic Development team to provide a single point of contact at Council to assist all businesses through Council's regulatory processes.

## **2. Eligibility, Ineligibility and Assessment Criteria:**

It is proposed that Eligibility, Ineligibility and Assessment Criteria be amended as per the following:

### **Eligibility Criteria**

- Have a registered ABN.
- Provide evidence that the business is currently operating, or is planning to operate in the Hindmarsh Shire.
- Demonstrate an economic benefit and value for money.
- The project will result in the creation and / or retention of employment.
- Demonstrate a financial viability of the business.
- One application per business/property owner can be submitted.
- Obtain written consent from property/building owner for any structural alterations.
- Only be applying for one category per funding round, and
- Obtain the relevant permits from Council.

### **Ineligible applications**

- General business operating expenses including salaries, wages, overheads, material expenses, utility usage costs etc.
- Legal and financial advice or market research.
- Applications made by small businesses that have outstanding amounts owing to Council (rates, permit payments etc).
- Schools and their Parents and Friends organisations.
- Businesses operated by Council staff or Councillors or relatives as this may create a perceived or actual conflict of interest.
- Projects that are clearly a duplication of an existing service.
- Retrospective funding (projects that have commenced or have been completed will not be funded), and
- Businesses who have successfully obtained funding in the current or previous financial year (businesses can only apply for funding every 2 years)

### **Assessment Criteria**

It is proposed that the following is included within the criteria:

- That any business seeking funding provide a copy of a bank statement to demonstrate financial viability.
- That any business seeking funding must provide written consent from property owners for streetscape applications.

**3. Application Deadlines**

It is proposed that the number of rounds be reduced from three to two with the option of a third round in the event that funding has not been fully allocated.

	Round 1	Round 2
Business Development	Closing date - 10 August 2018	Closing date - 15 February 2019
Streetscapes		
<b>Council Meeting</b>	September 2018	March 2019

**Options:**

Council can choose to support some or all, partly or in full, or none of the recommended changes to the Hindmarsh Shire Council Business Assistance Grants as detailed above.

**Link to Council & Community Plans:**

The Business Assistance Grants relate to Council’s Vision of “a caring, active community enhanced by its livability, environment and economy”.

**Strategic Objectives:**

- 1.1 An actively engaged community
- 1.1.6 Support and encourage volunteers and work collaboratively.
- 1.2 A range of effective and accessible services to support the health and wellbeing of our community.
- 1.3 A community that is physically active with access to a wide range of leisure, sporting and recreation facilities.
- 2.1 Well-maintained physical assets and infrastructure to meet community and organisational needs.
- 3.1 A strong rural economy and thriving towns
- 3.2 A thriving tourism Industry.
  - 3.2.2 Appealing tourism facilities that promote visitation and meet visitor needs.
  - 3.2.3 To ‘support locally-significant community-driven events and festivals that stimulate tourism growth in the region’.
  - 3.2.6 Promote and support local historic assets and heritage groups

**Financial Implications:**

Council’s draft 2018/19 budget has allocated \$20,000 for the Business Assistance Grants program. Changes to the category rules, eligibility, and ineligibility and assessment criteria will have no financial implications to Hindmarsh Shire Council.

**Conflict of Interest:**

Under section 80c of the Local Government Act 1989 officers providing advice to Council

must disclose any interests, including the type of interest.

Officer Responsible: Monica Revell, Director of Corporate and Community Services.

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

Author: Michelle Farinha, Community Development Officer

In providing this advice as the Author, I have no disclosed interest in this report.

**Risk Management Implications:**

There are no anticipated risks to Hindmarsh Shire Council in altering the category rules, eligibility, ineligibility, assessment criteria and application questions

**Communications Strategy:**

The community will be notified that the Business Assistance Grants Program has been updated via media release, website, Facebook and mail merge to contacts in the club and organisations database.

**RECOMMENDATION:**

***That Council:***

- 1. approves the merger of the Start-up and Business Growth categories and the creation of one category named 'Business Development' and retains the Streetscapes category.***
  - 2. approves the amendments to the Eligibility, Ineligibility and Assessment Criteria to include written consent from the property/building owner for any structural alterations, that only one category per funding round can be applied for, and that relevant permits are applied for and obtained from Council.***
  - 3. approves the reduction in the number of rounds from three to two with the option of a third in the event that available funding has not been fully allocated.***
-

## 10.2 COMMUNITY ACTION GRANTS RECOMMENDATIONS FOR 2018/19

**Responsible Officer:** Director of Corporate and Community Services

### **Introduction:**

This report seeks support from Council to implement proposed changes to the 2018/2019 Community Action Grants Programs. The proposed changes relate to the categories, eligibility, ineligibility and assessment criteria, application questions and application dates.

### **Background:**

The Community Action Grants program was established to support communities with funds to provide services, self-help and assist with community development, social action and connectedness.

Funding of \$30,000 is allocated from Council's annual budget towards the program.

Although the program has been very successful in previous years, Council staff review the program at the end of each year to identify improvements or areas of the program that have caused issues throughout the year.

This report aims to address the identified issues during 2017/18 and provides recommended changes that will improve the overall structure of the grant program prior to its opening in the 2018/19 financial year.

The following provides an overview of the 2017/2018 Financial Year Community Action Grants program.

### **1. Categories:**

There are currently four categories for the Community Action Grants Program as outlined below:

- **Community Assistance** offers grants of up to a **\$1,000** to assist with valuable projects that do not fit under the three other categories of the program.
- **Event sponsorships** offer grants of up to **\$500** to assist with an event within Hindmarsh Shire which demonstrates social and economic benefit. Sponsorship up to \$1,000 is available where the event provides significant regional impact.
- **Small Equipment** grants provide funding assistance of up to **\$1,000** towards the purchase of small equipment items.
- **Minor Facility Upgrade** grants offer financial assistance of up to **\$2,000** to upgrade community facilities.

### **2. Eligibility, ineligibility and assessment criteria:**

All applications are assessed and rated against the following eligibility, ineligibility and assessment criteria:

#### **Eligibility criteria:**

- Demonstrate direct economic and social benefit to the community,
- Not already receive substantial support from Hindmarsh Shire Council,
- Be made by an incorporated community group or not-for-profit organisation or auspiced by such a group, and
- Applying for one category per funding round.

***Ineligible Applications:***

Applications by, or for, the following purposes will not be eligible for funding.

- Community organisations who do not provide direct benefit to the Hindmarsh Shire Community,
- Individuals,;
- Community organisations who have successfully obtained funding of \$500.00 or more through the Community Action Grants Program in the current or previous financial year (organisations can only apply for funding every *two* years),
- Capital works on major facility maintenance,
- Funding to groups for purposes already significantly supported by Hindmarsh Shire Council (e.g. groups that use a Council facility free of charge and pay no energy costs),
- Programs considered the major responsibility of the State or Federal Government,
- Schools and their Parents and Friends organisations,
- Projects that are clearly a duplication of an existing service,
- Retrospective funding (projects that have commenced or have been completed will not be funded), and
- Clubs / Organisations that have received funds from a successful application through a sub-committee of the Club / Organisation.

***Assessment Criteria***

All applications are assessed using the following criteria which has a direct correlation to the questions within the application.

<p><b>Why?</b> 40%</p>	<ul style="list-style-type: none"> <li>• Explain the demonstrated community need.</li> <li>• How will the project improve social connections and build community wellbeing?</li> <li>• How will the project achieve economic benefit for the community?</li> <li>• Has the project been identified in a Community Plan?</li> </ul>
<p><b>What?</b> 40%</p>	<ul style="list-style-type: none"> <li>• Provide a brief summary of what you are going to do.</li> <li>• How will your project increase community participation?</li> <li>• Complete and submit a Risk Assessment for any Event.</li> <li>• Provide detail on how Hindmarsh Shire Council's contribution will be recognised and acknowledged.</li> </ul>

<b>How? 20%</b>	<ul style="list-style-type: none"> <li>• Provide quotes / information on specific item(s) that the funds will be used to purchase.</li> <li>• Provide a copy of the applying organisation's most recent bank statement and banking details.</li> <li>• Complete the budget and in-kind contribution templates</li> <li>• How will your event's success be measured?</li> </ul>
<b>Finally</b>	<ul style="list-style-type: none"> <li>• Complete eligibility and submissions checklist.</li> </ul>

In the 2014/15 and 2015/16 financial years each category was allocated a set amount of funding as outlined below:

Category	Allocated Funding
Community Assistance	\$3,000
Event Sponsorship	\$6,000
Minor Facility Upgrades	\$11,000
Small Equipment	\$10,000
Total Funding Available	\$30,000

However, this was changed in the 2016/17 and 2017/18 financial years so that all funds were in one funding pool with no allocation to an individual category as this enabled funds to be utilised across the program.

### 3. Application Questions

The current application questions are listed below.

Why?
Explain the demonstrated community need for this project?
How will the project improve social connections and build community wellbeing?
How will the project achieve economic benefit for the community?
Has the project been identified in a Community or Council Plan? (Please refer to the plans on the Council Website- your specific project might not be identified but could be addressing an overall objective)
What?
Provide a brief summary of what you are going to do/ What are the details?
How will your project increase community participation? (Who is the target audience? How many participants are expected? Who are the key stakeholders)
Provide detail on how Hindmarsh Shire Council's contribution will be recognised and acknowledged.
How?
How will your success be measured?
If funding is obtained from Council, how will the funding be used?

### 4. 2017/18 Community Action Grant Applicant Overview

The following table lists the unsuccessful and successful applicants for the 2017/2018

financial year, the amount allocated to successful applicants and total amount of Council allocated funding.

2017/18 Successful Applicants	Funding Allocated	Category Totals
<b>Small Equipment</b>		
Nhill Bowling Club	\$ 1,000.00	
Nhill Fire Brigade	\$ 1,000.00	
1st Rainbow Scout Group	\$ 235.00	
Woorak Community and Land Management Group	\$ 1,000.00	
Sing Australia Nhill	\$ 600.00	
		<b>\$3,835.00</b>
<b>Minor Facility Upgrades</b>		
Wurega Aboriginal Corporation	\$ 1,500.00	
Nhill Lion's Club	\$ 1,000.00	
Yanac Public Hall and Recreation Reserve	\$ 2,000.00	
Dimboola VRI	\$ 2,000.00	
Dimboola Kindergarten Advisory committee	\$ 1,990.00	
Dimboola Bowling Club	\$ 2,000.00	
		<b>\$10,490.00</b>
<b>Community Assistance</b>		
Rainbow Golf Club	\$ 1,000.00	
Nhill Dimboola Band	\$ 1,000.00	
Rainbow & District Landcare Group	\$ 1,000.00	
		<b>\$3,000.00</b>
<b>Event Sponsorship</b>		
Little Desert Rodders, Rockers and Collectors Inc.	\$ 500.00	
Nhill Town Committee -Fiestas	\$ 1,000.00	
West Wimmera Health Service	\$ 500.00	
Jeparit Town Committee	\$ 1,000.00	
Nhill Aviation Heritage Centre	\$ 1,000.00	
Jeparit Anglers Club	\$ 1,000.00	
Dimboola Town Committee	\$ 500.00	
		<b>\$5,500.00</b>
<b>Total Allocation</b>		<b>\$22,825.00</b>

At its 2 May 2018 meeting, Council allocated \$500 from the unspent balance of \$7,175 from the 2017/2018 Community Action Grants program to West Wimmera Health Service for sponsorship of the Cooinda Kookas to attend the Tri-State Games in Adelaide, SA in



November 2018, leaving a balance of \$6,675 unspent.

**Discussion:**

Based on issues and questions raised during the course of the 2017/2018 Community Action Grants program, Council staff have reviewed the criteria and propose the following changes to the 2018/2019 program:

**1. Community Action Grants Categories:**

- **Event sponsorships** offer grants of up to \$500 to assist with events within Hindmarsh Shire which demonstrate social and economic benefit to the Hindmarsh community. For events with significant regional impact, Council may allocate an increased sponsorship amount. To be eligible applications must provide evidence of the events social and economic impact to the Hindmarsh community.

It is proposed that community groups or organisations that host events can apply on an annual basis on the proviso that the previous year's funding has been acquitted and approved by Council.

Previously community groups and organisations could only apply for funding every two years.

**2. Eligibility, Ineligibility and Assessment Criteria:**

**Ineligible Applications**

Community organisations who have successfully obtained funding of \$500 or more through the Community Action Grants Program in the current or previous financial year (organisations can only apply for funding every two years) are ineligible to apply, with the exception of community groups and organisations seeking sponsorship of annual events.

**Assessment Criteria**

It is proposed that following is included within the criteria.

- That any community organisation seeking funding has obtained any / all relevant permits required to host an event within Hindmarsh Shire Council.
- That any community organisation hosting events must provide a copy of their public liability insurance with their application.

**3. Application Questions**

It is proposed that the Who, What, How and Why questions are listed under one heading as having separate questions appears to confuse a lot of applicants and they invariably either don't answer a question or state as above. Some questions have been merged to make responses easier.

- |  |
|--|
| <ul style="list-style-type: none"><li>• Explain the demonstrated community need for this project and how it will build community wellbeing?</li></ul>    |
| <ul style="list-style-type: none"><li>• How will the project improve social connections as well as achieve economic benefit for the community?</li></ul> |

<ul style="list-style-type: none"> <li>• Please dot point: Who is the target audience? How many participants are expected? Who are the key stakeholders?</li> </ul>
<ul style="list-style-type: none"> <li>• Has the project been identified in a Community or Council Plan? (Please refer to the plans on the Council Website - your specific project might not be identified but could be addressing an overall objective)</li> </ul>
<ul style="list-style-type: none"> <li>• Provide a brief summary of what you are going to do and how Council funding will be utilised?</li> </ul>
<ul style="list-style-type: none"> <li>• Provide detail on how Hindmarsh Shire Council's contribution will be recognised and acknowledged.</li> </ul>

#### 4. **Application Deadlines**

It is proposed that the number of rounds be reduced from three to two with the option of a third round in the event that funding has not been fully allocated.

	Round 1	Round 2
Community Assistance	Closing date - 31 August 2018	Closing date - 1 March 2019
Event Sponsorship		
Minor Facility Upgrades		
Small Equipment		
<b>Council Meeting</b>	September 2018	March 2019

#### **Options:**

Council can choose to support some or all, partly or in full, or none of the recommended changes to the Hindmarsh Shire Council Community Action Grants as detailed above.

#### **Link to Council & Community Plans:**

The Community Action Grants relate to Council's Vision of "a caring, active community enhanced by its livability, environment and economy".

#### Strategic Objectives:

- 1.1 An actively engaged community
  - 1.1.6 Support and encourage volunteers and work collaboratively.
- 1.2 A range of effective and accessible services to support the health and wellbeing of our community.
- 1.3 A community that is physically active with access to a wide range of leisure, sporting and recreation facilities.
- 2.1 Well-maintained physical assets and infrastructure to meet community and organisational needs.
- 3.2 A thriving tourism industry.
  - 3.2.2 Appealing tourism facilities that promote visitation and meet visitor needs.
  - 3.2.3 To 'support locally-significant community-driven events and festivals that stimulate tourism growth in the region'.
  - 3.2.6 Promote and support local historic assets and heritage groups

#### **Financial Implications:**

Council's 2018/19 draft budget has allocated \$30,000 for the Community Action Grants. Changes to the category rules, eligibility, ineligibility, assessment criteria and application questions will have no financial implications to Hindmarsh Shire Council.

**Conflict of Interest:**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible: Monica Revell, Director of Corporate and Community Services.  
In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author: Michelle Farinha, Community Development Officer  
In providing this advice as the Author, I have no disclosed interest in this report.

**Risk Management Implications:**

There are no anticipated risks to Hindmarsh Shire Council in altering the category rules, eligibility, ineligibility, assessment criteria and application questions

**Communications Strategy:**

The community will be notified that the Community Action Grants Program has been updated via media release, website, Facebook and mail merge to contacts in the club and organisations database.

**RECOMMENDATION:**

***That Council:***

- 1. approves the amendment to the Event Sponsorship Category to enable community groups or organisations that host events to apply for sponsorship on an annual basis on the proviso that the previous year's funding has been properly acquitted and approved by Council.***
- 2. approves the amendment to the Eligibility, Ineligibility and Assessment Criteria to include that any community organisation seeking funding has obtained any / all relevant permits required to host an event within Hindmarsh Shire Council and that any community organisation hosting events must provide a copy of their public liability insurance with their application.***
- 3. approves the amendment to the Application Questions to enable all Who, What, How and Why questions are listed under one heading.***
- 4. approves the reduction in the number of rounds from three to two with the option of a third round in the event that funding has not been fully allocated.***

### 10.3 WESTERN HIGHWAY – SPEED LIMIT REVIEW NHILL TOWNSHIP

**Responsible Officer:** Director Infrastructure Services

**Attachment Number:** 4

#### **Introduction:**

A number of road safety initiatives are currently underway for the Adelaide bound section of the Western Highway that passes through the Nhill township. Community concerns remain however on the varying speed zones along this section of the highway and as such the community have requested a review of the 50km/h zone.

This report seeks Council endorsement to apply to VicRoads to make changes to the existing speed limits by extending the 50km/h zones along the Adelaide bound sections of the Western Highway, and the Melbourne bound section between James and Pine Streets, in the township of Nhill.

#### **Discussion:**

The Western Highway is a nationally recognised critical route accommodating 2,100 to 2,350 vehicles per day (Adelaide bound) and 2,050 to 2,200 vehicles per day (Melbourne bound). Classified as an arterial road, approximately 25% of all vehicular movements are from heavy vehicles.

Community concern relating to speeds from all vehicles particularly on the Adelaide bound section of the highway around the high pedestrian activity areas associated with the retail precinct, the Nhill Hospital and Jaypex Park has led to a number of road safety initiatives being undertaken.

Having received \$75k funding through the VicRoads Building Our Regions Program, Council has commenced a number of road safety initiatives including the supply and installation of a speed activated warning sign on Nelson Street approaching Victoria Street. The installation of energy absorbing bollards to protect the pedestrian fencing at Goldsworthy Park at the corner of Nelson and Victoria Streets are to commence in June 2018.

Council has also gained approval from VicRoads for the construction of semi indented disabilities parking bays, parking out stand and all abilities pedestrian crossing ramps. These works are due to commence in June 2018 and are the first stage of a proposed two stage project. The West Wimmera Health Service have been consulted and approves of the design (see attached design).

Council has also been successful in its application for funding to construct a skate park at Jaypex Park in Nhill. The community has raised concerns with regard to the speed limits on this section of road, particularly with the anticipated increase in pedestrian and vehicular activity the skate park is expected to generate.

All regulatory speed limits within Victoria are governed by VicRoads, as such any requests to change regulatory speed limits are to be submitted to VicRoads for approval.

The VicRoads Traffic Engineering Manual - *Speed Zoning Guidelines*, lists the factors taken into consideration in determining speed limits as:

- Road classification and function
- Road characteristics
- Extent and nature of abutting development
- Road users and their movements including potential conflicts
- Crashes/Crash risk
- Seasonal issues

Each of these factors need to be considered when requesting VicRoads to change speed limits. VicRoads Safe System prescribes:

*“A ‘forgiving’ road transport system. A Safe System ensures that the forces in collisions do not exceed the limits of human tolerance. Speeds must be managed so that humans are not exposed to impact forces beyond their physical tolerance. System designers and operators need to take into account the limits of the human body in designing and maintaining roads, vehicles and speeds”.*

Factors in favour of changing the limit:

- Protection of vulnerable road users associated with the Nhill Hospital;
- Multiple pedestrian and vehicle conflict points including carpark in median and turnoffs associated; and
- Risk of pedestrian fatality reduced with reduction in speed.

Factors in favour of making no change to the limit:

- Lack of crash data (none being recorded on VicRoads open data in the last 5 years);
- Divided roadway near hospital (vehicles only presenting a hazard from one direction);
- Hospital crossing project (stage 2) will increase safety for pedestrians; and
- Potential reduction in efficiency of network for through traffic.

This report presents a number of potential speed changes:

Figure 1 - Existing conditions

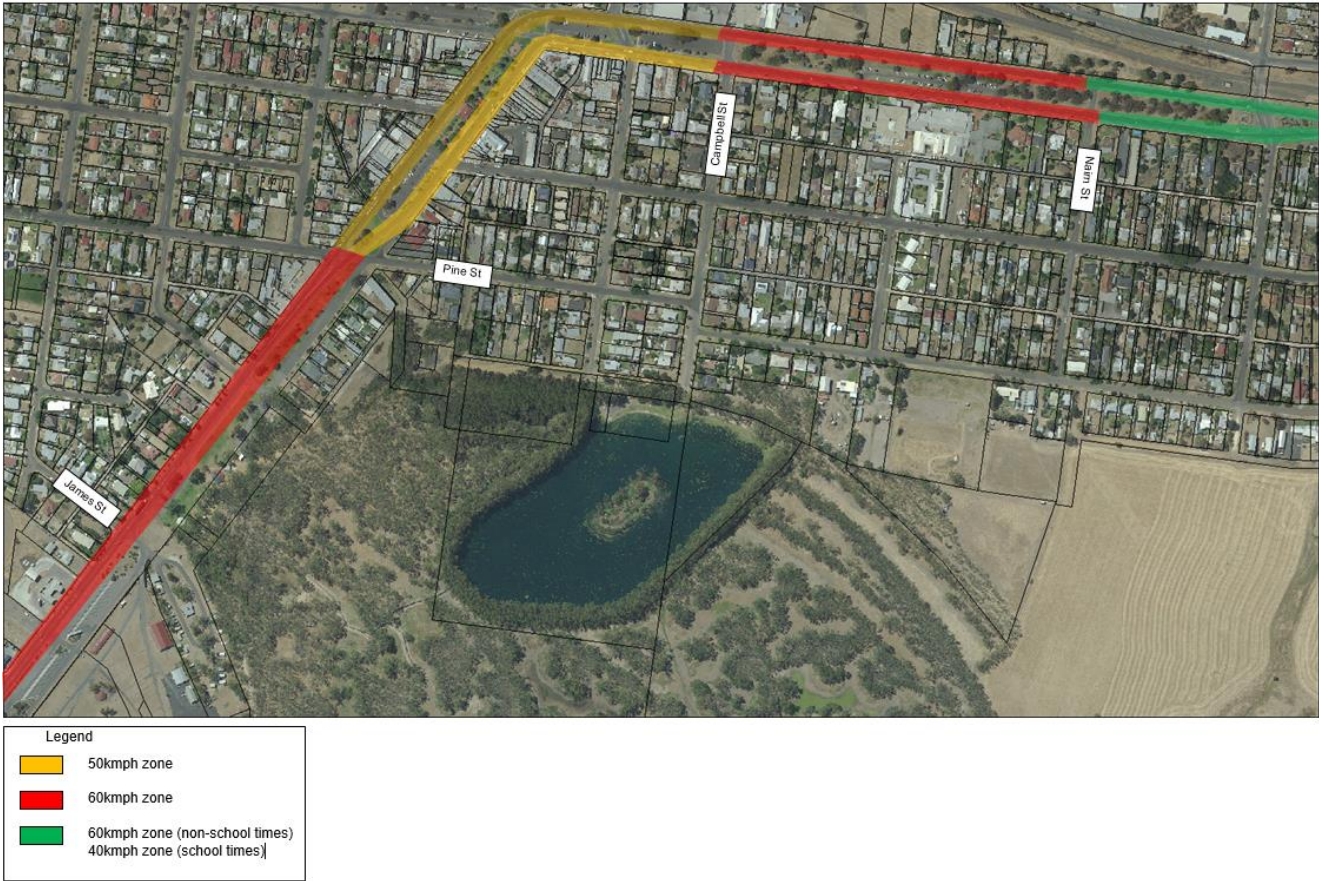




Figure 2 - Preferred Speed Limit Configuration (recommended option)

This option looks to extend the 50km/h zones to before the hospital along the Adelaide bound section of the Western Highway and in both directions near Jaypex Park between James and Pine Streets.



Figure 3 -Second preferred speed configuration

This option looks to extend the 50km/h zone beyond the hospital only and only on the Adelaide bound section.





Figure 4 -Third preferred speed configuration

This option looks to extend the 50km/h zone beyond Jaypex Park only, in both directions between James and Pine Streets.



**Options:**

Council may resolve to request VicRoads to consider:

1. Extending the 50km/h zones commencing before the hospital along the Adelaide bound section of the Western Highway and in both directions near Jaypex Park between James and Pine Streets, within the township of Nhill as illustrated in Figure 2; or
2. Extending the 50km/h zone commencing before the hospital along the Adelaide bound section of the Western Highway within the township of Nhill as illustrated in Figure 3; or
3. Extending the 50km/h zone beyond Jaypex Park in both directions on the Western Highway between James and Pine Streets, within the township of Nhill as illustrated in Figure 4; or
4. No change to the existing speed configurations.

**Link to Council Plan:**

- 1.2.7 Continually review public safety, and security of assets and infrastructure in the CBDs of our towns.

**Financial Implications:**

Nil

**Risk Management Implications:**

It is envisaged that pedestrian safety will be enhanced should the 50km/h zones along the Adelaide bound section of the Western Highway (and the Melbourne bound section between James and Pine Streets) within the township of Nhill be extended beyond the Nhill Hospital and Jaypex Park.

**Conflict of Interest:**

Under section 80C of the LGA officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible: Shane Power, Director Infrastructure Services

In providing this advice as the Officer Responsible, I have no interests to disclose.

Author: Daniel Griffiths, Infrastructure Engineer

In providing this advice as the Author, I have no interests to disclose.

**Communications Strategy:**

Pending council decision on whether to proceed with the request, the West Wimmera Health Service and the Officer in charge of the Nhill Police Station will be contacted to provide formal support (previously indicated) for the proposed speed changes.

**RECOMMENDATION:**

*That Council requests VicRoads to;*

- 1 extend the existing 50km/h speed zone so that it commences at Nairn St and continues to Campbell St on the Adelaide bound section of the Western Highway, and*
- 2 extend the 50km/h zone, both Adelaide and Melbourne bound, to the section of the Western Highway between James and Pine Streets, within the township of Nhill.*

*Attachment: 4*

---

## 10.4 CONSTRUCTION OF RAINBOW & DIMBOOLA SKATEPARKS

**Responsible Officer:** Director of Corporate and Community Services

### **Introduction:**

This report seeks to inform Council regarding the successful completion of both the Dimboola and Rainbow Skateparks.

### **Discussion:**

In late October 2017, Council appointed specialist contractor Trinity Skateparks to complete construction of the new skateparks at both Dimboola and Rainbow.

Due to a delay with another project Trinity were able to commence construction at the Dimboola site in early November 2017.

The Dimboola project progressed rapidly with the construction of the main bowl area completed on Christmas Eve, allowing the youth of Dimboola to access the park over the Christmas break.

Upon their return in mid-January after the Christmas shutdown Trinity continued works at Dimboola with the construction of an access ramp and pathway from the recreation reserve road to the bowl. Trinity also identified that further drainage works were required to reduce the likelihood of the skate park flooding during a rain event. A culvert was also required to be installed in order to link the concrete pathway with the reserve road.

Neither of the above elements were included within the design plans and resulted in a cost variation of \$2,782 (ex GST).

In late January 2018, earthworks for the construction of the Rainbow Skatepark commenced, with construction beginning shortly thereafter.

Trinity Skateparks had previously advised that the hydroseed landscaping (slurry mix of seed and mulch) included within Council's works specification was not available in Rainbow and requested Council advise them of a suitable alternative.

With the skatepark located as part of the Rainbow Oasis project, the local Oasis Committee took responsibility for landscaping of the skate park and the landscaping component of the project was to be credited by Trinity. In lieu of a credit, Council requested the installation of an additional element within the skate park in order to create a loop for users.

Trinity agreed with this proposal and installed an additional element (and associated concrete works) to create the loop, in lieu of landscaping of the site. There was no net additional cost associated with the construction of this element.

Council formally launched the skateparks with official opening events on 9 April (Rainbow) and 10 April (Dimboola) 2018. It is estimated that nearly 200 people attended both events that consisted of a broad range of younger children, teenagers, parents and grandparents plus interested residents.

The official openings included skateboarding workshops, demonstrations and competitions for participants and a DJ and BBQ which was enjoyed by all in attendance. Youth Week and Freeza provided funding for each event.

**Link to Council & Community Plans:**

- 1.3 A community that is physically active with access to a wide range of leisure, sporting and recreational activities.
  
- 2.1 Well maintained physical assets and infrastructure to meet community and organisational needs.

**Financial Implications:**

The additional variation of \$2,782 for the completion of concrete and drainage works at the Dimboola Skatepark was allocated from *Council contribution to grant funded projects (30104)*.

**Conflict of Interest:**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible: Monica Revell, Director Corporate & Community Services  
In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author: Simon Landrigan, Community Development Coordinator  
In providing this advice as the author, I have no disclosable interests in this report.

**Risk Management Implications:**

NA

**Communications Strategy:**

NA

**RECOMMENDATION:**

***That Council notes this report.***

---

## 11. SPECIAL COMMITTEES

No report

## 12. LATE REPORTS

### 12.1 PROCUREMENT OF REPLACEMENT KERBING MACHINE

**Responsible Officer:** Director Infrastructure Services

#### **Introduction:**

This report seeks Council approval for the procurement of a concrete kerbing machine funded by savings in the 2017/2018 capital works program

#### **Discussion:**

Concrete kerbing machines are required for the construction of concrete kerb and channel. Council's current concrete kerbing machine is approximately 30 years old. This machine has not been accounted for as part of Council's ten year plant replacement program and as result has not been replaced in optimal time rendering the machine unreliable and no longer able to perform works to an acceptable standard.

Council's 2018/2019 draft budget includes \$259,000 for kerb and channel construction, inclusive of approximately \$39,000 for contractors. The contractor allocation is specifically to place concrete using a concrete kerbing machine to the designed profile. The procurement of a concrete kerbing machine would reduce Council's contractor expenditure and increase the skills and flexibility of its workforce. There may also be opportunities to raise income from the leasing of the machine (with operator) to neighboring councils.

Quotes received to date indicate a price range of approximately \$50,000 - \$55,000 for a suitable concrete kerbing machine. Should Council continue to allocate funds for kerb and channel construction similar to the amount provided for in the draft 2018/2019 budget, it is anticipated that an investment within the range of \$50,000 - \$55,000 would be recovered through a reduction in contractor costs over a three year period.

At its 23 August 2017 meeting, Hindmarsh Shire Council adopted its 2017/2018 budget. The budget includes a capital works program to the approximate value of \$5.8M, comprising an allocation of \$100,000 for the procurement of a bituminous emulsion storage tank for the Nhill depot.

The procurement process for the bituminous emulsion storage tank has been completed. An opportunity for Council to secure a tank for approximately \$34,000 exclusive of GST (installed) was made available through the repossession and resale of a recently manufactured tank. As a result, there is a saving to Council of approximately \$66,000 in its

2017/2018 budget. This report recommends allocating this saving to the procurement of a concrete kerbing machine.

**Options:**

Council:

1. Approves the procurement of a concrete kerbing machine funded by savings made through the procurement of a bituminous emulsion storage tank; or
2. Does not approve the procurement of a concrete kerbing machine funded by savings made through the procurement of a bituminous emulsion storage tank.

**Link to Council Plan:**

- 2.1 Well-maintained physical assets and infrastructure to meet community and organizational needs.
- 4.3 An engaged, skilled Council and workforce capable of meeting community needs.

**Financial Implications:**

The procurement of a concrete kerbing machine can be accommodated by savings identified within the capital allocation for the purchase of the bituminous emulsion tank (ledger 41255).

**Risk Management Implications:**

There is a minor risk of an underutilisation of the new machine.

**Conflict of Interest:**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible and Author – Shane Power, Director Infrastructure Services

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

**Communications Strategy:**

Officers will liaise with adjoining municipalities regarding the potential to perform kerb and channel construction works on their behalf as an income opportunity.

**Next Steps:**

Should Council approve to allocate savings made through the procurement of a bituminous emulsion storage tank, for the procurement of a concrete kerbing machine, officers will undertake a procurement process in accordance with Council's Procurement Policy to purchase the machine.

**RECOMMENDATION:**

***That Council approves the procurement of a concrete kerbing machine funded by the allocation of savings made through the procurement of a bituminous emulsion storage tank (ledger 41255).***

---

---

**13. OTHER BUSINESS**

---

**14. CONFIDENTIAL REPORTS**

In accordance with Section 89 (2) of the *Local Government Act* 1989, Council may close the meeting to the public if items to be discussed are deemed confidential, that is, if the items to be discussed relate to:

- a) Personnel matters;
- b) The personal hardship of any resident or ratepayer;
- c) Industrial matters;
- d) Contractual matters;
- e) Proposed developments;
- f) Legal advice;
- g) Matters affecting the security of Council property;
- h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
- (i) a resolution to close the meeting to members of the public.

***RECOMMENDATION:***

***That the meeting be closed in accordance with Section 89 of the Local Government Act 1989, to consider:***

- 14.1 Audit Committee Minutes (includes recommendation on appointment of internal audit services)***
- 14.2 Contract Award - Restoration of Flood Affected Roads –Package 1***
- 14.3 Former Rainbow Primary School Site***

---

**15. MEETING CLOSE**

---