



**MINUTES OF THE COUNCIL MEETING OF THE HINDMARSH SHIRE COUNCIL
HELD 4 JULY 2018 AT THE COUNCIL CHAMBERS, 92 NELSON STREET, NHILL
COMMENCING AT 3:00PM.**

MINUTES

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

9.1 VicSmart Planning Permits – Quarterly Report

10. Reports Requiring a Decision

10.1 Female (Netball) Change Rooms at Rainbow Recreation Reserve

11. Special Committees

- 11.1 Rainbow Town Committee
- 11.2 Nhill Town Committee

12. Late Reports

- 12.1 Nhill Rainbow Road Reconstruction Project Allocation of savings from the 2017/2018 Capital Works Program to supplement existing Budget

13. Other Business

14. Confidential Matters

- 14.1 Contract 2015-2016-04 – Provision of Resources to Extract Quarry Materials and Associated Services at Council Quarries – Extension of contract
- 14.2 Tender Award for Provision of Professional Consultancy - September 2016 Flood Recovery Program Contract No 2017-2018/12

15. Meeting Close

Present:

Crs R Ismay (Mayor), R Lowe (Deputy Mayor), T Schneider, R Gersch, D Nelson,
D Colbert

In Attendance:

Mr Greg Wood, (Chief Executive Officer), Ms Monica Revell (Director Corporate and
Community Services), Ms Janette Fritsch (Acting Director Infrastructure Services),
Ms Shelley Gersch (Executive Assistant), Ms Megan Hall (Youth and Early Years Officer)
(items 1-13)

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

Cr Ismay opened the meeting at 3:00pm by acknowledging the Indigenous Community
and offering the opening prayer.

2. APOLOGIES

No apologies

3. CONFIRMATION OF MINUTES

RECOMMENDATION:

***That the Minutes of the Ordinary Council Meeting held on Wednesday 6 June 2018 as
circulated to Councillors be taken as read and confirmed.***

MOVED: Crs R Gersch/D Colbert

***That the Minutes of the Ordinary Council Meeting held on Wednesday 6 June 2018 as
circulated to Councillors be taken as read and confirmed.***

CARRIED

Attachment: 1

RECOMMENDATION:

***That the Minutes of the Special Council Meeting held on Wednesday 27 June 2018 at
the Council Chambers, 92 Nelson Street, Nhill as circulated to Councillors be taken
as read and confirmed.***

MOVED: Crs R Gersch/D Colbert

That the Minutes of the Special Council Meeting held on Wednesday 27 June 2018 at the Council Chambers, 92 Nelson Street, Nhill as circulated to Councillors be taken as read and confirmed.

CARRIED

Attachment: 2

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

M Dahlenburg asked questions relating to 9.1 about obtaining a copy of the planning permit that was issued under CEO delegation. Council officers to respond.

6. DEPUTATIONS

No deputations

7. CORRESPONDENCE

7.1 GENERAL CORRESPONDENCE

Responsible Officer: Chief Executive Officer
Attachment: 3

Introduction:

The following correspondence is tabled for noting by Council:

- Hindmarsh Shire Youth Council
 - Davis Park Grandstand Closure
- Cr Youhorn Chea, Mayor Greater Dandenong
 - Advocacy against cuts to Status Resolution Support Services program

RECOMMENDATION:

That Council notes the attached correspondence.

MOVED: Crs R Gersch/R Lowe

That Council notes the attached correspondence.

CARRIED

Attachment: 3

8. ASSEMBLY OF COUNCILLORS

Responsible Officer: Chief Executive Officer
Attachment: 4 & 5

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.

MOVED: Crs D Colbert/D Nelson

That Council accepts the Assembly of Councillors Records as presented.

CARRIED

Attachment: 4 & 5

9. PLANNING PERMITS

9.1 VICSMART PLANNING PERMITS – QUARTERLY REPORT

Responsible Officer: Acting Director Infrastructure Services

Introduction:

This report is presented to Council to provide an update on VicSmart permits processed by Council for the period 1 April 2018 to 30 June 2018, as requested by Council at its briefing 20 September 2017.

Discussion:

The VicSmart planning permit process is a statutory process that was introduced to streamline ‘simple’ planning permit applications.

Key features of VicSmart include:-

- A 10 business day timeframe for the permit process;
- Applications are not required to be advertised;
- Applicants are required to submit supporting information to assist Council officers in approving or rejecting applications based on existing guidelines;
- Officers can delay permit process timelines if/when further information is requested;
- State Government checklists have been developed and are available for a range of land use types to assist applicants as part of completing the permit process; and
- The CEO or his/her delegate decides the application.

The table below indicates the status of VicSmart permit applications within the reporting period 1 April 2018 to 30 June 2018.

Permit No.	Address	Proposal	Date Lodged (Fee Paid)	Date Approved	Statutory Days (Business Days)	Comments
1581-2018	12-14 Federal St Rainbow	Signage in HO	06 April 18	26 April 18	13	Permit Issued – Delay due to administration
1582-2018	30 Bow St Rainbow	Buildings & Works in HO	20 April 2018	03 May 2018	9	Permit Issued
1585-2018	112-114 Lloyd St Dimboola	Signage in HO	14 May 2018	14 June 2018	24	Permit Issued – Delay due to no heritage policy in Dimboola
1587-2018	73-77 Lloyd St Dimboola	Buildings & Works & Signage in HO	27 May 2018	19 June 2018	17	Permit Issued - Delay due to no heritage policy in Dimboola
1590-2018	40 Federal	Buildings &	05 June	19 June	9	Permit Issued

	St Rainbow	Works in HO	2018	2018		
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In addition to the VicSmart permits processed over the quarter, planning permit 1591-2018 was issued by the CEO under delegation for building and works associated with the construction of a replacement dwelling located at 142 Drapers Road, Nhill.

The requirement for a planning permit falls under Clause 35.07 – Farming Zone of the Hindmarsh Planning Scheme for Buildings and Works associated with the construction of a dwelling. As a dwelling already exists on the land a replacement dwelling is classified as a Section 2 use under the provisions of the Farming Zone, and therefore a VicSmart process could not be applied in this instance.

The applicant representing Luv-a-Duck had received incorrect advice from Council’s planning department with regard to requiring a permit and had commenced construction without a permit as a result. To avoid non-compliance and any further construction delay and inconvenience to the applicant, it was decided to issue a permit under CEO delegation to expedite the process on this occasion.

Options:

N/A

Link to Council Plan:

- Strategic Objective 1.1 - An actively engaged community.
- Strategic Objective 2.1 - Well-maintained physical assets and infrastructure to meet community and organisational needs.
- Strategic Objective 3.1 - A strong rural economy and thriving towns.
- Strategic Objective 4.2 - Quality customer services.

Financial Implications:

Fees associated with planning permit applications and amendments are set by the State in accordance with the Planning and Environment (Fees) Regulations 2016. These fees are currently being applied to all applications received by Council. It is therefore considered that the VicSmart process does not have any financial implications for Council.

Risk Management Implications:

Risk is managed appropriately by adhering to the VicSmart process.

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.

Author – Andre Dalton, Coordinator Planning & Development

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

Officer Responsible – Shane Power, Director Infrastructure Services

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

Communications Strategy:

Nil

Next Steps:

Continue to update Council of planning permits processed under the VicSmart process though future quarterly reports.

RECOMMENDATION:

That Council receives and notes this report.

MOVED: Crs T Schneider/D Colbert

That Council receives and notes this report.

CARRIED

10. REPORTS REQUIRING A DECISION

10.1 FEMALE (NETBALL) CHANGE ROOMS AT RAINBOW RECREATION RESERVE

Responsible Officer: Director of Corporate and Community Services

Introduction:

This report seeks support from Council for both the submission of a grant application and a financial contribution for funding to construct new female (netball) change rooms at the Rainbow Recreation Reserve.

Discussion:

Council was unsuccessful with its funding application through Sport and Recreation Victoria's (SRV) 2017 / 2018 Female Friendly Facilities Program.

However, whilst supportive of the project, SRV were concerned that the proposed design did not meet Netball Victoria standards. SRV also queried the financial viability of the project, and were concerned that the proposed budget would not allow construction of an appropriate facility.

Since the submission of the previous unsuccessful application, Council has been working with the Rainbow Recreation Reserve Committee of Management and the Jeparit Rainbow Football Netball Club on the project to construct new female (netball) change rooms adjacent to the netball courts at the Rainbow Recreation Reserve.

It is proposed that Council will apply for funding to construct new change rooms meeting Netball Victoria standards for netball facilities through Sport and Recreation Victoria's (SRV) 2018 / 2019 Female Friendly Facilities Program.

The 2018 / 2019 Female Friendly Facilities program has been amended by SRV, to provide a higher level of funding for eligible projects (on a SRV \$2:\$1 Local basis), which will allow Council to apply for greater funding.

Applications for funding through the 2018 / 2019 Female Friendly Facilities Program close on 23 July 2018.

As resolved at the 23 May 2018 Council meeting, a Rainbow Recreation Reserve / Rainbow Caravan Park Master Plan is currently being prepared which will provide support for the construction of a new female change room facility. The final design and location will be determined after consultation with local user groups, however it is anticipated that the proposed facility will be located adjacent to the netball / tennis courts in the caravan park which will enable the facility to be multi-purpose, i.e. used as change rooms for netball but also as the female amenities block at the caravan park..

Estimated project costs will be determined as part of the Master Plan development. However it is expected that the cost of the new female (netball) change room facility will be approximately \$210,000. Based on the 2018 / 2019 Female Friendly Facilities program funding criteria, this will require a \$70,000 contribution from Council and the Community.

To meet the above funding criteria it is requested that Council contribute \$50,000 towards this project with a requirement that the Rainbow Community (Rainbow Recreation Reserve Committee of Management and the Jeparit Rainbow Football Netball Club) contribute \$20,000.

It is requested that Council contribute \$50,000 from the contributions to grant funded projects (Recurrent Ledger 30104) that has not been allocated in 2017/18 toward this project.

As indicated above, Council's contribution would be carried forward into 2018/19 specifically for this project.

Previous support for the construction of new change rooms at the reserve dates as far back as 2011 with the Recreation Reserve Business Plan recognising the need for more appropriate facilities. The Council Plan 2013-17, the 2016 Hindmarsh Shire Recreation Strategy and the Rainbow Community Plan 2016-19 also identify the need (and community desire) for new change rooms at the reserve.



(Pictured above: Existing netball change rooms which are too small and located more than 100m from the netball courts.)

It is proposed that the new change room facility will be located to the west of the existing Recreation Reserve netball / tennis courts, as this location will also benefit the adjacent Rainbow Caravan Park with upgraded female shower and change facilities being a welcome addition for this facility.



(Pictured above: Site Plan showing location of proposed netball change rooms)

Link to Council & Community Plans:

- Strategic Objective 1.1 An actively engaged community.
- Strategic Objective 1.3 A community that is physically active with access to a wide range of leisure, sporting and recreational activities.
- Strategic Objective 2.1 Well-maintained physical assets and infrastructure to meet community and organisational needs
- Strategic Objective 3.1 A strong rural economy and thriving towns.
- Strategic Objective 3.2 A thriving tourism industry

Financial Implications:

Funding can be allocated from 2017/18 Council contribution to grant funded projects (Recurrent Ledger 30104) that has not been allocated in 2017/18.

Funding can be allocated from the 2018 / 2019 Council contribution to grant funded projects (Capital Ledger 30104), but this will exhaust the annual allocation and not allow for any further grant opportunities that may arise during the year.

Risk Management Implications:

A comprehensive project Budget will be completed for submission with the grant application.

The Tender process will request evidence of contractor's OHS Systems. The successful contractor will complete an induction on site prior to commencement of works.

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.

Communications Strategy:

Media release should Council's application be successful and again at subsequent opening of Rainbow Netball Change Rooms. Promotion via Council Facebook page.

Options:

1. Council can approve the submission of a grant funding application through Sport and Recreation Victoria's 2018 / 2019 Female Friendly Facilities program and allocate \$50,000 from the 2017/18 annual budget – General Ledger 30104.
2. Council can approve the submission of a grant funding application through Sport and Recreation Victoria's 2018 / 2019 Female Friendly Facilities program and amend the amount of funds allocated from the 2018 / 2019 annual budget – General Ledger 30104.
3. Council can reject the submission of a grant application through Sport and Recreation Victoria's 2018 / 2019 Female Friendly Facilities and decline financial support for the project.

RECOMMENDATION:

That Council approves the submission of a grant funding application through Sport and Recreation Victoria's 2018 / 2019 Female Friendly Facilities program and if successful, allocate \$50,000 from the 2017/18 annual budget – Contribution to Grant Funded Projects (Recurrent ledger 30104.)

MOVED: Crs T Schneider/R Lowe

That Council approves the submission of a grant funding application through Sport and Recreation Victoria's 2018 / 2019 Female Friendly Facilities program and if successful, allocate \$50,000 from the 2017/18 annual budget – Contribution to Grant Funded Projects (Recurrent ledger 30104.)

CARRIED

11. SPECIAL COMMITTEES

11.1 RAINBOW TOWN COMMITTEE

Responsible Officer: Director Corporate and Community Services
Attachment: 6

Introduction:

The Rainbow Town Committee held its meeting on 28 May 2018. The purpose of this report is to note the minutes from this meeting. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Rainbow Town Committee meeting held on 28 May 2018.

MOVED: Crs R Lowe/D Colbert

That Council notes the minutes of the Rainbow Town Committee meeting held on 28 May 2018.

CARRIED

Attachment: 6

11.2 NHILL TOWN COMMITTEE

Responsible Officer: Director Corporate and Community Services
Attachment: 7

Introduction:

The Nhill Town Committee held its meeting on 21 May 2018. The purpose of this report is to note the minutes from this meeting. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Nhill Town Committee meeting held on 21 May 2018.

MOVED: Crs D Colbert/R Lowe

That Council notes the minutes of the Nhill Town Committee meeting held on

21 May 2018.

CARRIED

Attachment: 7

12. LATE REPORTS

12.1 NHILL RAINBOW ROAD RECONSTRUCTION PROJECT ALLOCATION OF SAVINGS FROM THE 2017/2018 CAPITAL WORKS PROGRAM TO SUPPLEMENT EXISTING BUDGET

Responsible Officer: Acting Director Infrastructure Services

Introduction:

This report seeks Council approval to allocate funds from savings in the 2017/2018 capital works program towards the Nhill Rainbow Road Reconstruction project.

Discussion:

Council's 2017/2018 capital program contains a project to reconstruct to current standards a 2.8km section of the Nhill Rainbow Road. The budget for this project is \$280,000.

Geotechnical investigations prior to commencement of the project indicated sufficient in situ gravel to stabilise the road. When the road was ripped by the Contractor it was determined that the depth of gravel required to satisfactorily rehabilitate the road was insufficient.

Calculations have been undertaken to determine the additional funding required to ensure a satisfactory outcome is achieved. It has been determined that an additional \$105,000 is required to complete the project.

The \$105,000 includes a sum of \$71,000 for Council to supply and cart an additional 3,700m³ of gravel to the site and \$34,000 in additional resources required by the Earthmoving Contractor to re-work and form up the road.

The cartage of gravel consists of approximately \$6,000 material costs and \$65,000 internal costs (staffing and use of plant and equipment) and has been authorised by the CEO. This work is underway.

Savings have been identified in already completed capital work projects for the 2017/18 financial year. This report recommends that the following savings be allocated to this project.

General Ledger	Project	Savings Identified \$
20156/345	Langford Street - Kerb and Channel project	35,000
20158/746	Katyil Wail Road - Shoulder resheet	30,000
20158/945	Winiam East Road - shoulder resheet	40,000
		105,000

Together with the original allocation of \$280,000 the total cost of the project is now expected to be \$385,000.

Nhill Rainbow Road Reconstruction

	Expenditure authorised by CEO 02/05/18 (\$)	Additional costs identified	Total estimated project cost
	\$ (excl)	\$	\$
Expenditure to date	4,436	0	4,436
Gravel (including cartage)	9,000	71,000	80,000
Earthmoving Quotation	115,207	33,793	149,000
Stabilisation	55,145	0	55,145
Seal	96,348	0	96,348
	280,136	104,793	384,929

Options:

Council can:

1. Approve the allocation of savings made in 2017/18 capital works projects to the Nhill Rainbow Road reconstruction project; or
2. Approve other savings to be allocated to the Nhill Rainbow Road reconstruction project.

Link to Council Plan:

- 2.1 Well-maintained physical assets and infrastructure to meet community and organizational needs.
- 3.4 Transport solutions that support the needs of our communities and businesses.

Financial Implications:

The additional funds required to satisfactorily complete this project can be accommodated by savings identified in capital projects already completed in the 2017/2018 financial year.

Risk Management Implications:

The quotation from Stablico, the company engaged to carry out stabilisation of the pavement, contains a daily standby rate of \$3,350 if plant and crew are available to work but not utilized by the client. A number of discussions have been held with the Stablico Company Manager who has agreed not to enforce this clause, on the understanding that they will be able to commence their work the week beginning 09 July 2018. Council staff have agreed to work their rostered day to ensure that all material will be carted in line with this timeframe.

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 – Janette Fritsch, Acting Director Infrastructure Services
In providing this advice as the Officer Responsible and Author, I have no disclosable interests in this report.

Communications Strategy:

The Acting Director Infrastructure Services will inform the Manager Capital Works and the contractors engaged on this project of the Council decision.

Next Steps:

Council's Construction Team will continue the cartage of gravel to the project. A contract variation schedule will be created for signing by the contractor.

RECOMMENDATION:

That Council:

- 1. Endorses the Chief Executive Officer's decision to allocate resources (\$71,000) to cart gravel for the Nhill Rainbow Road Reconstruction Project,**
- 2. Notes the variation to quote to Glover Construction of an additional \$34,000, and**
- 3. Approves the allocation of additional funding of \$105,000 as in point 1 and 2 for the Nhill Rainbow Road reconstruction project (ledger number 20156/851), making this a total project cost of \$385,000. This allocation to be funded from savings identified in the 2017/2018 capital work program being \$35,000 from ledger 20156/345, \$30,000 from ledger 20158/746 and \$40,000 from ledger 20158/945.**

MOVED: Crs D Nelson/D Colbert

That Council:

- 1. Endorses the Chief Executive Officer's decision to allocate resources (\$71,000) to cart gravel for the Nhill Rainbow Road Reconstruction Project,**
- 2. Notes the variation to quote to Glover Construction of an additional \$34,000, and**
- 3. Approves the allocation of additional funding of \$105,000 as in point 1 and 2 for the Nhill Rainbow Road reconstruction project (ledger number 20156/851), making this a total project cost of \$385,000. This allocation to be funded from savings identified in the 2017/2018 capital work program being \$35,000 from ledger 20156/345, \$30,000 from ledger 20158/746 and \$40,000 from ledger 20158/945.**

CARRIED

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 *Contract 2015-2016-04 – Provision of Resources to Extract Quarry Materials and Associated Services at Council Quarries - Extension of Contract***
- 14.2 *Tender Award for Provision of Professional Consultancy - September 2016 Flood Recovery Program Contract No 2017-2018/12***

MOVED: Crs R Lowe/D Nelson

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

- 14.1 *Contract 2015-2016-04 – Provision of Resources to Extract Quarry Materials and Associated Services at Council Quarries - Extension of Contract***
- 14.2 *Tender Award for Provision of Professional Consultancy - September 2016 Flood Recovery Program Contract No 2017-2018/12***

CARRIED

Council resumed in open session at 3:37pm.

15. MEETING CLOSE

There being no further business, Cr R Ismay declared the meeting closed at 3:37pm.



Hindmarsh
Shire Council

**Administration
Centre**

PO Box 250
92 Nelson Street
NHILL VIC 3418
Ph: (03) 5391 4444

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

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

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

6 July 2018

Hindmarsh Shire Youth Council
PO Box 250
NHILL VIC 3418

Dear Hindmarsh Shire Youth Councillors

Re: Davis Park Grand Stand

I would firstly like to commend you all, particularly Elena, for taking the initiative write to your Councillors to ask how you can fix an issue that is important to you, rather than do nothing.

Council acknowledges that the closure of the Davis Park grandstand is a disappointment for the local sporting community, however, the safety of our community members and visiting patrons is paramount. An independent assessor has advised that major repairs or a complete refurbishment is necessary before the grandstand can again be utilised by patrons. In its current state the assessor determined that the grandstand is not safe and would present a serious safety risk for patrons should it remain in use.

Council has recently endorsed a 'Pick My Project' application from Nhill and District Sporting Club seeking funding for the refurbishment of the grandstand. 'Pick My Project' is a State Government funding program allowing local community organisations to apply for up to \$200,000 to deliver projects they feel are important to their local community. As projects will be subjected to a voting process, I would encourage you to promote this project on behalf of Nhill and District Sporting Club so that in the event it reaches the voting stage, it is widely supported.

Should this application be unsuccessful, Council will continue to work together with Nhill and District Sporting Club in an effort to secure alternative funding. Should an opportunity for funding become available, Council will ensure this is communicated to the Hindmarsh Shire Youth Council and we would request your support in this instance.

On behalf of Hindmarsh Shire Council and our Councillors, I would like to thank you for your correspondence and congratulate you for your efforts to date. It is wonderful to see young people taking on leadership roles and making active, positive changes to their communities.

Yours sincerely

Greg Wood
Chief Executive Officer



Office of the Hon Philip Dalidakis MP

Minister for Trade and Investment
Minister for Innovation and the Digital Economy
Minister for Small Business

121 Exhibition Street
Melbourne, Victoria 3000 Australia
Telephone: +61 3 8392 2202
DX 210074

Ref: CMIN002778R

Mr Greg Wood
Chief Executive Officer
Hindmarsh Shire Council
PO Box 250
NHILL VIC 3418



ASSESS #	
ACTION	EA
INFO	
X REF	

Dear Mr Wood

Greg

PUBLIC HOLIDAY ARRANGEMENTS IN LIEU OF MELBOURNE CUP DAY 2018

Thank you for your letter of 14 May 2018 requesting substitute public holiday arrangements within Hindmarsh Shire.

I have made a declaration to be published in the Victorian Government Gazette that Tuesday 6 November 2018 is not a public holiday in the localities of Rainbow, Albacutya, Kenmare, Broughton, Yanac, Netherby, Lorquon, Nhill, Glenlee, Kiata, Gerang Gerung and Little Desert in Hindmarsh Shire.

As a substitute for this day, Tuesday 16 October 2018 is a public holiday for the localities of Rainbow, Albacutya and Kenmare to celebrate the Rainbow Agriculture and Pastoral Society Show. Thursday 18 October 2018 is a public holiday for the localities of Broughton, Yanac, Netherby, Lorquon, Nhill, Glenlee, Kiata, Gerang Gerung and Little Desert to celebrate the Nhill Agriculture and Pastoral Society Show.

A copy of the notice is attached for your records.

If you require further information, please contact Christena Singh, A/Director, Small Business Victoria of the Department of Economic Development, Jobs, Transport and Resources by telephone at 03 3651 9805.

Yours sincerely

Hon Philip Dalidakis MP
Minister for Small Business

7/10/18

HERITAGE
VICTORIA
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VICTORIA

Heritage Act 2017

NOTICE OF REGISTRATION

As Executive Director for the purpose of the **Heritage Act 2017**, I give notice under section 53 that the Victorian Heritage Register is amended by modifying the following place in the Heritage Register:

Number: H0983

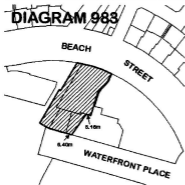
Category: Heritage Place

Place: Port Melbourne Railway Station

Location: 101 Beach Street, Port Melbourne

Municipality: Port Phillip City

All of the place shown hatched on Diagram 983 encompassing all of Lot 1 and part of Lot 2 on Plan of Subdivision 344341 and all of Crown Allotments 2026 and 2032, City of Port Melbourne, Parish of Melbourne South.



Dated 21 June 2018

STEVEN AVERY
Executive Director

Public Holidays Act 1993

I, Philip Dalidakis, Minister for Small Business, under section 8 of the **Public Holidays Act 1993**, declare –

- Tuesday 6 November 2018 is not a public holiday for all areas in the Golden Plains Shire municipal district.
- Friday 9 November 2018 is appointed a public holiday for all areas in the Shire west of Wingeel Road, Gumley–Mt Mercer Road and Meredith–Mt Mercer Road, to celebrate Ballarat Show Day.
- Friday 19 October 2018 is appointed a public holiday for all areas in the Shire east of Wingeel Road, Gumley–Mt Mercer Road and Meredith–Mt Mercer Road, to celebrate the Royal Geelong Show Day.

Dated 7 June 2018

HON. PHILIP DALIDAKIS MP
Minister for Small Business

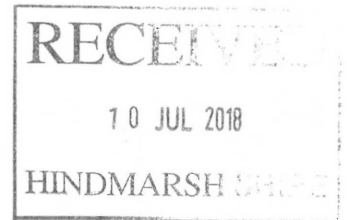
Public Holiday Act 1993

I, Philip Dalidakis, Minister for Small Business, under section 8 of the **Public Holidays Act 1993**, declare –

- Tuesday 6 November 2018 is not a public holiday in the localities of Rainbow, Albacutya, Kenmare, Broughton, Yanac, Netherby, Lorquon, Nhill, Glenlee, Kiata, Gerang Gerung and Little Desert, in Hindmarsh Shire.
- Tuesday 16 October 2018 is a public holiday for the localities of Rainbow, Albacutya and Kenmare to celebrate the Rainbow Agriculture and Pastoral Society Show.
- Thursday 18 October 2018 is a public holiday for the localities of Broughton, Yanac, Netherby, Lorquon, Nhill, Glenlee, Kiata, Gerang Gerung and Little Desert to celebrate Nhill Agriculture and Pastoral Society Show.

Dated 7 June 2108

HON. PHILIP DALIDAKIS MP
Minister for Small Business



10th July 2018

ASSESS #	
ACTION	MFLS/DLLS
INFO	
X REF	

Mr. Greg Wood,
CEO, Hindmarsh Shire,
92 Nelson Street,
Nhill Vic 3418.

Dear Sir,

On behalf of the Town Committee of Nhill I would like to ask for your assistance in our request for a Budget consideration for the February Fiestas. It has been noted by the Committee that the Rainbow Enduro enjoys the Shire's financial support each year as it is considered a major Tourism Event. While the Fiestas do not enjoy as much industry support or publicity and do not attract the same huge crowd as the Enduro, the Fiesta, now in its 6th year, has become a drawcard for visitors from all over the area and as far away as Adelaide. This appeal can be widened if funds were available to engage better known entertainment and bands, who draw their own following. We are currently reduced to hiring lesser know artists due to our financial restrictions. The Fiesta has supported itself in the past, but, due to the low, family friendly entry price, it will never be possible to hire a superior level of entertainers with our current cashflow restrictions.

It is our belief that the February Fiestas are now a part of the entertainment and tourism landscape in Nhill. We believe that some annual budgeted financial support from the Shire will enable the Fiestas to continue offering great entertainment and artists and to grow into a Festival of which the Shire and its residents can be justifiably proud.

We ask for your assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Helen Ross', written over a horizontal line.

Helen Ross

Secretary, Nhill Town Committee.



ASSEMBLY OF COUNCILLORS RECORD

Assembly of Councillors means a planned or scheduled meeting of at least 3 councillors and one member of council staff which considers matters that are intended or likely to be:

a) the subject of a decision of the Council; or

b) subject to the exercise of a function, duty of power of the council that has been delegated to a person or committee; but does not include a meeting of the Council, a special committee of the Council, a club, association, peak body, political party or other organisation.

Requirements to be observed by an assembly of Councillors (Section 80A Local Government Act, 1989)

Title of Meeting: Council Briefing Session

Date: Wednesday 4 July 2018

Time: 12:45pm – 3:00pm

Assembly Location: Council Chamber, Nhill

Present:

Crs. R Ismay (Mayor), D Nelson, R Lowe, R Gersch, D Colbert, T Schneider

Apologies:

In Attendance:

Mr. G Wood (Chief Executive Officer), Ms M Revell (Director of Corporate and Community Services) (items 1-2, 4), Ms J Fritsch (Acting Director Infrastructure Services) (items 1-2, 4) Ms S Gersch (Executive Assistant) (items 1-2, 4)

Conflict of Interest Disclosures

1. Direct; or
2. 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.

Councillors:

Nil

Officers:

Nil

Matters Discussed:

No.	Detail	Presenter
1.	Q & A with Emma Kealy MP	Emma Kealy
2.	Discovery Trail Update	Jeff Woodward
3.	CEO Update	Greg Wood
4.	Councillor Question Time	Greg Wood

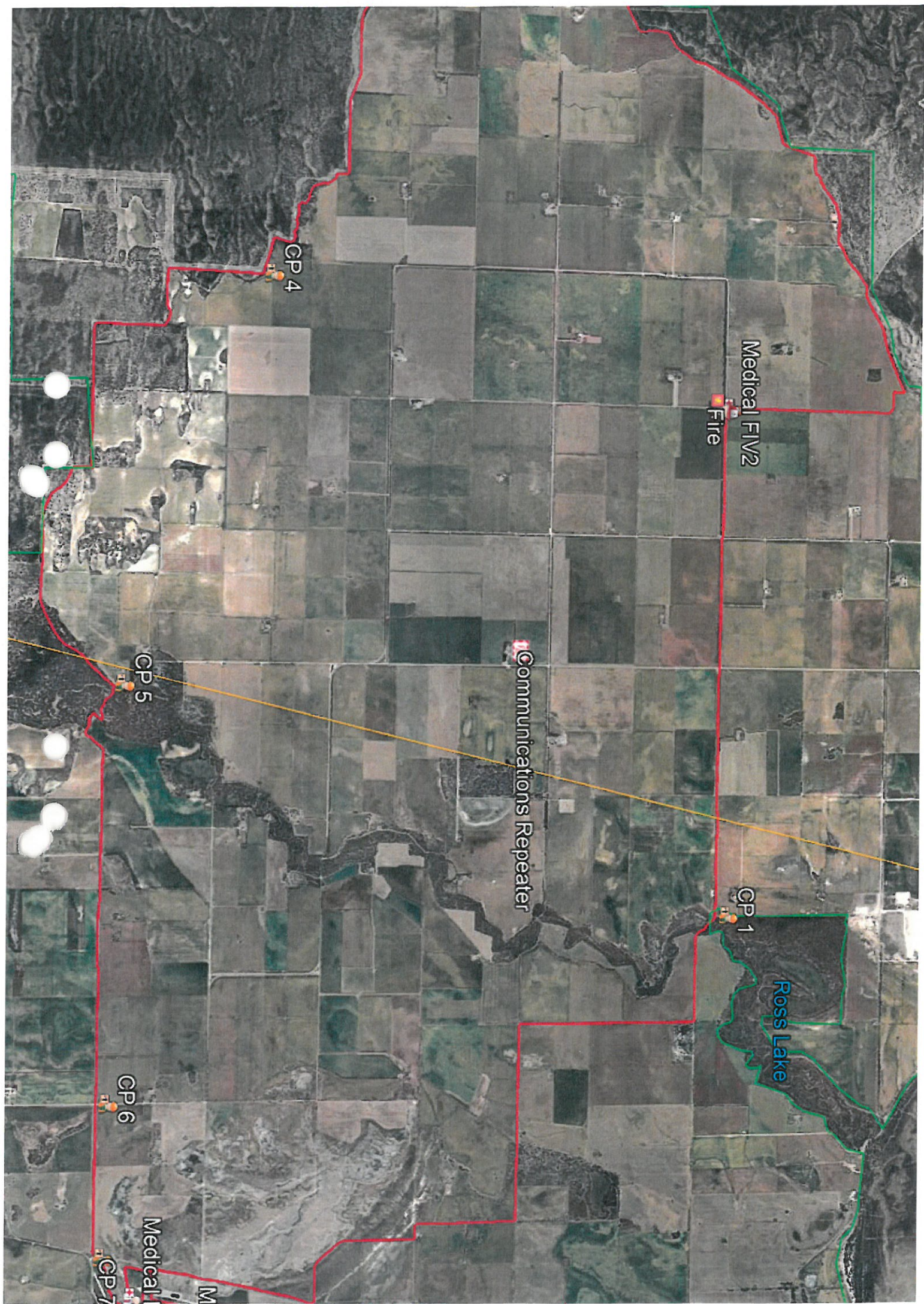
Completed by: Greg Wood

Signed:



Date: 04/07/2018

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.



Medical FIV2

Fire

Communications Repeater

Ross Lake

CP 4

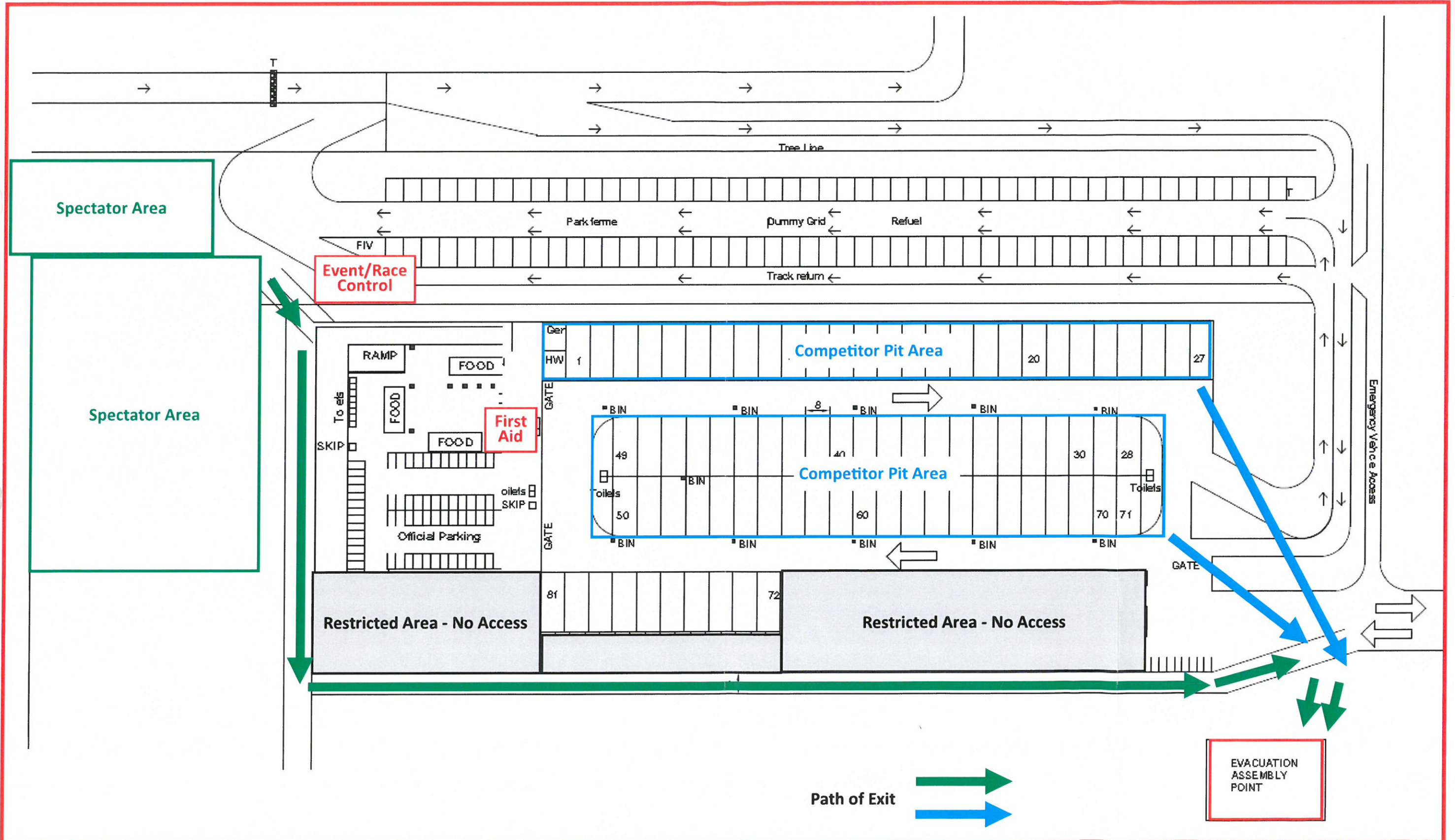
CP 5

CP 1

CP 6

Medical
CP 7

Rainbow Desert Enduro - Emergency Evacuation Plan - MAP





Domestic Animal Management Plan

2017 – 2021



Adopted 25 October, 2017 (Reviewed 18 July, 2018)

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1. INTRODUCTION and PURPOSE OF THE PLAN

Under Section 68A of the *Domestic Animals Act* (1994), every Council in Victoria must prepare a Domestic Animal Management Plan every four years in consultation with the Secretary of the Department of Environment and Primary Industries.

The purpose of the Domestic Animal Management Plan (the Plan) is to provide the Hindmarsh Shire Council with a strategic framework that delivers policy direction and action plans for animal management over the next four years.

The preparation of the Plan follows a requirement that all Victorian councils have a four year plan in place for the management of dogs and cats within their area.

The Plan integrates the developing expertise in domestic animal management with Council's own investigations to produce a program of action to be undertaken over the next four years (2017 – 2021). Relevant issues include those prescribed under relevant legislation and local laws as well as the generally understood notion of responsible pet ownership.

The Plan is confined to Council's management of dogs and cats under the DAA.



1.1 Requirements for the Domestic Animal Management Plan

Under *Section 68A* of the *Domestic Animals Act*, every Council must prepare a domestic animal management plan

68A Councils to prepare domestic animal management plans

- (1) Every Council must, in consultation with the Secretary, prepare at 4 year intervals a domestic animal management plan.
- (2) A domestic animal management plan prepared by a Council must –
 - (a) set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and
 - (b) outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district; and
 - (c) outline programs, services and strategies which the Council intends to pursue in its municipal district –
 - (i) to promote and encourage the responsible ownership of dogs and cats; and
 - (ii) to ensure that people comply with this Act, the regulations and any related legislation; and
 - (iii) to minimise the risk of attacks by dogs on people and animals; and
 - (iv) to address any over-population and high euthanasia rates for dogs and cat; and
 - (v) to encourage the registration and identification of dogs and cats; and
 - (vi) to minimise the potential for dogs and cats to create a nuisance; and
 - (vii) to effectively identify all dangerous dogs, menacing; dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations; and
 - (d) provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and
 - (e) provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and
 - (f) provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.
- (3) Every Council must –
 - (a) review its domestic animal management plan annually and, if appropriate, amend the plan; and
 - (b) provide the Secretary with a copy of the plan and any amendment to the plan; and
 - (c) publish an evaluation of its implementation of the plan in its annual report

1.2 Structure of the Plan

The overarching objectives of this Plan will be to:

1. Increase the enjoyment people receive from their pets;
2. Reduce the incidence of problems within the community related to pets being a nuisance or causing injury to people or other animals; and
3. Contribute to improving the health and wellbeing of pets;

These objectives will be achieved through this Plan by:

1. Providing the community, with a clear understanding of Council's expectations of pet owners;
2. Reinforcing to the community Council's commitment to improving standards associated with pet ownership; and
3. Clearly describing to the community the role and actions Council will take to improve the level of responsible pet ownership throughout Hindmarsh Shire Council.

Outcomes that will contribute to achieving the above objectives include:

1. Increasing the skills and resources available to Council officers;
2. Increasing dog and cat registration levels;
3. Decreasing the incidence of dogs at large and nuisance behaviour;
4. Actively managing dangerous, restricted breed and menacing dogs;
5. Decreasing the incidence of dog attacks;
6. Decreasing euthanasia rates and impacts associated with overpopulation of cats; and
7. Ensuring the operation of Domestic Animal Businesses dealing with domestic animals are in accordance with the applicable laws and Codes of Practice.

1.3 Development of the Plan

The Domestic Animal Management Plan 2013 – 2017 was developed following the initial work in 2007 and updates the objectives Council considers more relevant for the period of the Plan. This plan, 2017-2021 strives to continue the work by building on the 2013-2017 plan.

Local Laws Officers of the Councils listed below have formed the Animal Network Group which will provide a forum to discuss animal management issues and encourage networking to improve the transfer of information and knowledge.

-) Hindmarsh Shire Council;
-) Horsham Rural City Council;
-) West Wimmera Shire Council; and
-) Yarriambiack Shire Council

These Officers work closely to discuss animal management issues and encourage networking to improve the transfer of animal information and knowledge.



1.4 Statement of the Plan

1.4.1 Our GOALS for animal management are:

-) To protect people and animals (pets, livestock, wildlife) from attack by dogs and cats;
-) To create an environment where people and pets can peacefully co-exist within the community;
-) To promote the welfare of companion animals; and
-) To inform and educate the community about the needs of companion animals and promote responsible pet ownership.

1.4.2 KEY ISSUES for the delivery of animal management services in the Shire of Hindmarsh are:

-) High number of unregistered dogs and cats (presently 60% dogs & 85% cats);
-) Dogs wandering at large and attacks on livestock;
-) Cats, both feral and nuisance;
-) Limited resources compared to metropolitan councils; and
-) The large size of the Shire compared to more populated councils.

1.4.3 The Plan is based on the following priorities or STRATEGIC DIRECTIONS for the delivery of Council's animal management services:

-) Animal Management Officer training and development;
-) Responsible pet ownership;
-) Compliance and enforcement;
-) Registration and Identification;
-) Confinement of dogs and cats;
-) Prevention of animal attacks and risk to the community;
-) Animal welfare; and
-) Domestic animal businesses e.g. commercial seller/breeder.

2. Animal Management at the Hindmarsh Shire Council

2.1 A Snapshot

Hindmarsh Shire is located in the Wimmera and covers an area of 7,527 square kilometres. The shire shares its boundaries with West Wimmera Shire Council, Yarriambiack Shire Council, Horsham Rural City Council and Mildura Rural City Council.

Some key features of the Shire are Lake Hindmarsh, Lake Albacutya, Little Desert National Park, Big Desert National Park and the Wimmera River.

The Shire comprises 7,527 square kilometres, a population of 5,721 with 88.6% living in the towns of Dimboola, Jeparit, Nhill and Rainbow. There are 5,168 rateable properties for 2016-17.

In 2015/16 1,770 animals were registered – 1,289 dogs and 481 cats
In 2016/17 1,591 animals were registered – 1,151 dogs and 440 cats

2.2 The Domestic Animals Act 1994

Council is responsible for implementing the Act, which has been in operation now for well over a decade. It replaced the former Dog Act. Its introduction heralded a new era in animal control with cats included for the first time in animal control, tougher penalties for dangerous dogs, clearer nuisance provisions and a greater emphasis on prevention.

The purpose of the Domestic Animals Act (DAA) is to promote animal welfare, the responsible ownership of dogs and cats and the protection of the environment by providing for:

-) A scheme to protect the community and the environment from feral and nuisance dogs and cats;
-) A registration and identification scheme for dogs and cats which recognises and promotes responsible ownership;
-) The identification and control of dangerous dogs;
-) A registration scheme for domestic animal businesses which promotes the maintenance of standards of those businesses;
-) Matters related to the boarding of dogs and cats;
-) Payments to the Treasurer from fees received by Councils under this Act; and
-) Other related matters.

3. Local Laws Structure

3.1 Staffing and Organisational Structure

Council currently has one (full time equivalent) animal management officer and one relieving equivalent plus two back up equivalent Animal Management staff.

Council operates its own out of hours and animal management facility.

3.2 Training of Authorised Officers

Local Laws Officers undertake training to ensure they comply with all requirements as per their position description.

Council also ensures that staff involved in animal management have the knowledge and skills necessary to safely and effectively carry out their work.

3.3 Role of Other Stakeholders

The Department of Economic Development, Jobs, Transport and Resources (DEDJTR) has a range of responsibilities associated with the administration and enforcement of provisions of the Act. It also undertakes or facilitates research and educational programs relating to dog and cat management.

Veterinarians are an important point of contact, especially in a pet's early years. They have an important role to play in maintaining the health of pets and educating pet owners. The Shire has one veterinarian visit in Nhill on Friday each week from Warracknabeal.

Domestic Animal Businesses including breeders, veterinary behaviourists, private dog trainers, dog walkers, kennels and catteries and pet shops are important stakeholders in providing services to dog owners that may assist them to be responsible pet owners. Council has one registered Domestic Animal Business.

The **local media** can assist Council with media coverage to promote responsible pet ownership.

Neighbouring councils have common animal management interests and issues. Council will consider ways of extending the responsible pet ownership message more efficiently and effectively through increased dialogue and collaboration.

Pet owners themselves have a role to play in:

-) choosing an appropriate pet to suit their lifestyle;
-) training and socialising their dog; and
-) adhering to Council requirements.

4. Strategic Directions

4.1 Training and Development

Objective

Ensure that all staff involved in animal management have the knowledge and skills necessary to carry out their work.

Discussion

All Local Laws Officers to receive ongoing on the job training.

All Local Laws Officers will be encouraged to have or attain the Certificate IV in Animal Control and Welfare.

Council will encourage officers to undergo further study to obtain higher qualifications in animal management and welfare.

Officers will attend seminars and information sessions arranged by the Bureau of Animal Welfare.

Officers will attend training courses in handling dangerous animals, safe handling of firearms and if possible to be accredited to microchip animals.

The annual review of this Plan will include a skills audit to identify any gaps in the skills available within the animal management team.

Council will ensure that annual performance reviews include a review of the staff members' skills and training undertaken in the last year.

Council will encourage the group of four councils to operate as an information sharing network.

4.2 Administration

Objective

To provide the necessary administrative arrangements to implement actions identified in the Action Plan.

Discussion

Information is readily available on responsible pet ownership on Council's website and at Customer Service Offices.

4.3 Registration and Identification

Objective

Endeavour to have all dogs and cats, identified and registered

Discussion

Estimates suggest that in 2015/2016 between 30% - 50% of dogs in Hindmarsh Shire Council were not registered and in the order of 50% - 70% of cats were not registered. Cat registration rates are well below that of dog registrations and feral cats are frequently seized and euthanized.



Registration and identification are considered to be a core task for animal management. It is the basis for distinguishing between owned and unowned animals, returning lost pets to their owners, identifying offending animals etc.

All newly registered dogs and cats now need to be microchipped before they can be registered. Council recognises that this is difficult in isolated areas with few veterinarians.

Hindmarsh Shire Council's current identification and registration activities include:

1. Publishing regular articles in Council's community newsletter and social media promoting the need for residents to register their pet(s) and to keep pet(s) contained to their property;
2. Increased application of Penalty Infringement Notices to owners of unregistered dogs and cats;
3. Providing a 'free ride home' for registered dogs found wandering and not causing a nuisance provided it is not a repeat offence or an ongoing concern;
4. Conducting inspection audits to identify where unregistered pets are located; and
5. Issue 'Pet registration warning notices' to residents identified as owning unregistered pets as a result of routine operations.

Registration and identification of pets are fundamental elements of responsible pet ownership and central to Council services. The ability to accurately identify a pet contributes to the prompt return of lost or wandering pets and ensures owners are held accountable for damage or offences involving their pets. Registration remains a priority and Council will continue to reward owners of registered pets, via the free ride strategy, while applying various other strategies to encourage the registration of unregistered pets.

4.4 Encouraging responsible pet ownership

Objective

Implement appropriate community education programs in responsible pet ownership.

Discussion

The Department of Economic Development, Jobs, Transport and Resources (DEDJTR) operates education programs and activities on a state-wide basis.

Each primary school in Victoria is entitled to a free annual visit from a trained Pet Educator. They educate the children on issues such as choosing an appropriate pet for the family, pet health and welfare and the importance of registration. Particular attention is also given to recognising the warning signs given by dogs, the correct way to approach a dog, and what to do if approached by an aggressive dog.

Council will annually provide information packs to all educational facilities and community groups to encourage the education of Responsible Pet Ownership for Children, which will focus on the following priorities:

-) Registration and microchipping of dogs and cats;
-) Desexing of dogs and cats; and
-) Confinement of dogs and cats.

Council will annually undertake regular doorknocks to identify unregistered dogs and cats.

Council will hold annual microchipping days on a rotational basis throughout the Shire and seek to obtain as much publicity as possible both before and after the event as a way to extend the message.

Council will ensure DEDJTR brochures on responsible pet ownership are appropriately distributed.

The Animal Network Group will consider regional approaches to education in responsible pet ownership.

4.5 Confinement of dogs and cats

Objective

Ensure dogs are confined to their property
Encourage cats to be confined to their property



Discussion

Confinement of dogs and cats is a strategic priority of the Plan. Animals wandering at large consume significant resources and places at risk the safety of the pet, humans and other animals.

For dogs, this is easier in towns than rural areas where properties generally have boundary fences. Confinement of cats means confinement indoors or confinement to an external cat run.

Currently Council Local Law requires the confinement of cats between dusk and dawn in a zoned residential area. Confinement means that cats are suitably locked up inside the house or housed in a suitable cat run during these times of the curfew.

Council will ensure there is information available on the importance of animal confinement at Council Customer Centres and other key locations.

Desexed animals are less likely to wander, so Council will continue to encourage people to have their pet desexed.

Council will be more firm with owners of wandering animals

4.6 The welfare of pets

Objectives

Reduce the number of unwanted litters.

Reduce the number of stray, lost and abandoned animals.

Increase the number of returned animals.

Increase the number of rehomed animals.

Ensure wounded and lost animals are treated humanely.

Encourage pet owners to attend to their pet's basic needs and provide them with a quality home environment.

Discussion

The number of animals impounded every year remains high. Key strategies to reduce the number of animals being impounded are:

-) Desexing;
-) Identification and registration;
-) Confinement;
-) Obedience training (an obedient dog is less likely to be abandoned); and
-) Rehoming of lost and unwanted animals.

Pet owners also need to ensure they meet their pet's basic needs and welfare.

Council will encourage and educate the community in responsible pet ownership and animal welfare.

4.7 Nuisance Animals

Objective

Reduce documented cat and dog nuisance complaints by 10% per year.

Discussion

Council's response to barking complaints is to encourage the complainant to discuss the problem with their neighbour. If this course of action fails, Council will inform the dog owner of the problem and provide them an opportunity to rectify it. Council employs investigation, negotiation, communication and education strategies to resolve most nuisance issues. If legal action is identified as being required, it is necessary for the complainant to become involved and provide much of the evidence.

Council provides a dog seizure and impoundment service to help prevent dogs found at large from being harmed or becoming a nuisance. Registered dogs found at large are returned to their owners who are informed of their obligation to keep their dog contained. Unregistered dogs at large are delivered to the pound and penalties applied.

Council has for many years made up to ten cat traps available for hire by residents. These traps are continually out for hire with on-going demand reflected in a waiting list of residents seeking to access the cat trapping program in order to alleviate their cat related problem.

Nuisance complaints received by Council are generally related to barking dogs, dogs at large, dog attacks and feral cats.

The need to expand the cat trap program has been identified by Council. Education and information programs will be expanded to encourage residents to become more responsible pet owners. Penalty infringement notices will continue to be utilised where appropriate to discourage irresponsible pet ownership.

4.8 Dangerous, Menacing and Restricted Breed Dogs

Objective

Identify and register any declared dogs in the municipality.
Inspect and audit all declared dog premises annually to ensure they are complying with legislated requirements.

Discussion

Two menacing dogs are registered in the Hindmarsh Shire Council.

Very few dogs are declared in Hindmarsh Shire Council as owners of dogs that are involved in serious attacks are encouraged to surrender their dog to council to be euthanized if the attack is proven.

Council's approach will continue to involve removing dangerous or restricted breed dogs with consent of owners from within the community. In any situation where an owner refuses to surrender their dog, Council will investigate the matter with a view to prosecute.

Council will continue to respond to reports of Restricted Breed Dogs as per requirements of The Domestic Animal Act.

Minimal causes of Dangerous, Menacing and Restricted Breed Dogs have been experienced in Hindmarsh Shire Council. This is due in part to Council's approach to serious dog attack incidents and the preference to have 'dogs that attack', euthanized rather than declared dangerous.

Council's strategy in this regard will continue to limit the declaration of dangerous dogs by pursuing the euthanization of dogs involved in serious attacks or prosecution in the event that the dog is not surrendered for euthanization.



4.8 Prevention of Animal Attacks and Risk to the Community

Objective

Reduce the incidence and severity of attacks by dogs and cats on people, livestock, pets and wildlife.

Discussion

Whilst the number of dog attacks is not high in the Hindmarsh Shire, managing them is a critical animal management role.

There is also increasing concern about the impact of cats on wildlife.

All dogs are required to be confined to their property. This is a requirement under the Act and Council will continue to place importance on the need for dogs to be confined.

Council will also continue to place importance on the need for cats to be confined.

Council will encourage people to have their dogs and cats de-sexed. This can help to reduce aggressive tendencies.

Council believes the State Government's state-wide schools visitation program is an excellent means for educating children in how to behave around dogs.

Council currently investigates reported dog attacks and where a serious attack has been substantiated, endeavours to have the dog(s) responsibly euthanized. If an owner refuses to surrender a dog for euthanization, Council will investigate the matter with intention of prosecuting, provided there is adequate evidence to support a successful prosecution. Infringements are issued for minor attacks and articles are routinely published in local media alerting residents to the potential consequences of allowing their dog to wander at large.

Dog attacks on livestock and pets occur frequently in Hindmarsh Shire Council. Attacks on animals dominate Council dog attack statistics and consequently, preventing attacks on livestock and pets is the primary focus on Council's dog attack prevention program. Core to preventing dog attacks in Hindmarsh Shire Council is the necessity for residents to keep their dogs securely confined to their premises. Subsequently, Council's dog attack prevention program will involve education about the need to confine dogs, issuing infringements for 'dogs at large' and minor attack, euthanizing dogs found to have committed a serious attack and publicising the frequency of attacks, the number of dogs euthanized and reporting successful prosecutions.

4.9 Overpopulation and High Euthanasia

Objective

Achieve a 10% reduction annually in the number of cats euthanized.
Increase reclaim and rehousing rates for cats by 10% annually.
Reduce euthanasia rates for dogs to less than 10% annually.

Discussion

2016 data indicates there are problems related to overpopulation of cats in Hindmarsh Shire Council with 75% of cats delivered to the pound being euthanized.

By contrast, euthanasia rates amongst dogs delivered to the pound is below 10%. While there is still room for improvement in dog euthanasia rates, the most significant issue remains unacceptable high cat euthanasia rates.

1. Cats that are registered are rarely impounded;
2. 99% of cats impounded are not registered;
3. There is a significant number of cats that are either:
 - (i) Feral or;
 - (ii) Semi domesticated and not being collected by those who feed the local stray cat.

Council continues to make cat traps available to the community in an effort to alleviate problems associated with stray and feral cats.

There is no data to indicate cats that are owned and registered with Council are causing nuisance problems, nor are they contributing significantly to the cat overpopulation problem as nearly all registered cats are de-sexed. The data on registered dogs also indicates there is no discernible dog overpopulation problem in Hindmarsh Shire Council. However there is a view that there may be a high number of unregistered dogs in the shire.

Overpopulation problems lie squarely with an abundance of stray/semi owned cats and feral cats.

Council will endeavour to apply a four pronged strategy aimed at alleviating this problem.

1. Introduce a trial Desexing scheme by connecting residents to third parties offering reduced costs, which will assist residents to take responsibility for their cat;
2. Enhanced cat trapping program to assist residents to remove stray and feral cats from the breeding pool;
3. Encourage pet owners through community education to microchip, register and de-sex their cats; and
4. Increase the number of cat traps available for hire.

4.11 Domestic Animal Businesses

Objective

Work in partnership with domestic animal businesses to ensure compliance with the Code of Practice.

Discussion

There are approved Codes of Practice for the operation of breeding and rearing establishments, boarding establishments, and shelters and pounds.

Council will ensure each establishment complies with the relevant Code Practice by conducting regular audits.

4.12 Annual Review and Reporting

Objective

To capture and manage data to better support reporting of outcomes resulting from the implementation of this Plan.

To capture data that will improve the Capacity for Council to plan for domestic animal management in future.



Discussion

Performance against the objectives and targets specified in this Plan will be monitored and evaluated by keeping records to measure the success of the Plan.

The outcomes of this Plan will be measured and evaluated annually in order to be reported in the Hindmarsh Shire Council Annual Report to the Auditor General. The Plan itself is scheduled to be reviewed every four years in accordance with the provisions of the *Domestic Animals Act (1994)*.

Current data capture and reporting processes need improvement. While a significant amount of animal management related work is being undertaken in Hindmarsh Shire Council, there are problems capturing data relevant to these activities.

Improved data management is an integral component of this Domestic Animal Management Plan and one measure will be to demonstrate an improvement in the amount of data collected, how it is captured and how and where it is reported.

4.13 Performance Monitoring and Review

Monitoring and Review

Monitoring the Plan is the process established to ensure the Plan is implemented in accordance with the action plans and recommended timeframes.

Reviewing the Plan is an opportunity to consider performance in implementation of the plans and whether the goals, objectives and action plans are still relevant or whether they need to be updated.

Responsible Officer

The Local Laws Officer will be assigned with responsibility for the successful implementation of the Plan.



Develop a Sound Basis for Recording Data

The current development of Council's procedures for recording animal control data will provide an ongoing accurate and comprehensive basis to assess Council's performance in animal management.

Animal Management Network Group

The four Councils will establish an Animal Network Group. The group will meet as required to report on and discuss the implementation of each Council's Plan including the sharing of resources. This is a key element in monitoring the implementation of the Plan.

Annual Review

The Plan will be reviewed and amended each year as appropriate. The review will evaluate progress against an agreed set of key performance indicators for the Plan. If the indicators do not show that the strategies of the Plan are being successful, then changes will be considered in light of the latest information available, both for the local context and by way of benchmarking with the success (or otherwise) of similar efforts by other Councils.

If the Plan is amended, Council must provide the Domestic Animal Management Unit Welfare with a copy of the amended Plan.

Key Performance Indicators

Key performance indicators have been identified so Council's performance can be measured and judged. It is recommended that the four Councils adopt the following KPIs and establish procedures for collecting and collating the data on an on-going basis to enable comparisons and trend analysis:

-) Increase in the rate of dog and cat registration;
-) Increase in the rate of microchipping of dogs and cats;
-) Increase in the rate of de-sexing of dogs and cats;
-) Reduction in the number of incidents of dogs and cats found wandering at large;
-) Increase in the number of houses door knocked to identify unregistered dogs and cats;
-) Reduction in the number of semi-owned and unowned cats;
-) Reduction in numbers of animal related complaints divided into complaint sub-groups;
-) Reduction in the number of animals entering Council's pound; and
-) Increase in return rate of impounded animals.



5 Action Plan 2017-2021

Council will implement the following Action Plan over the next 4 years to achieve its goals and objectives. The Action Plan is based on the objectives developed in Section 4

1. TRAINING AND DEVELOPMENT				
OBJECTIVE:) Ensure all staff involved in animal management have the knowledge and skills necessary to carry out their work.				
ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
1.1 Review staff qualifications	Staff position descriptions include minimum requirements which is reviewed annually	Local Laws HR	Annually	Completed
1.2 Minimum training requirements for Council's animal management staff identified and documented	Training Plan	HR	Annually	Completed
1.3 Conduct an annual skills audit of Animal Management Team	Audit complete	HR	Annual	Completed
1.4 Encourage AMOs to undergo further training and study	Annual performance reviews include review of skills.	Management HR	Annually	Ongoing support to expand officers knowledge



ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
1.5 Continue to update and extend officers' skills in dealing with animal management services e.g. diagnosis and treatment of excessive barking, bite avoidance etc.	Staff Performance Reviews include development of staff training plan	Local Laws HR	Ongoing	Training provided
1.6 Active involvement with Animal Liaison Group	Attendance and contribution to meetings of ALG	Local Laws	Ongoing	Ongoing regular meetings with group
2. ADMINISTRATION				
OBJECTIVE:) To provide the necessary administrative arrangements to implement actions.				
2.1 Development of information sheets for residents on what to do with their animals in event of an emergency, and responsible pet ownership	Info sheets published and available on website	Local Laws Customer Service	Ongoing	Information sheets available at all customer service centres
2.2 Provide web link to RSPCA website	Web link on Council website	Executive Assistant	June 2018	To be completed
2.3 Provide web link to Department of Economic Development Jobs Transport and Resources (DEDJTR) website	Web link on Council website	Executive Assistant	June 2018	Ongoing



3. REGISTRATION AND IDENTIFICATION

OBJECTIVES:

-) Endeavour to have all dogs and cats identified and registered.

ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
3.1 Prepare and implement an annual plan for doorknocking the community to identify unregistered dogs and cats	Plan prepared Conduct door knock	Local Laws	Annual	Commenced June 2018
3.2 Plan one or more annual microchipping days	Plan prepared	Local Laws	Annual	Unable to completed at this stage due to no available Vet within the Shire
3.3 Hold microchipping days in accordance with annual plan	Microchipping day/s held	Local Laws	Annual	Unable to completed at this stage due to no available Vet within the Shire
3.4 Review Council's microchipping day within 1 month of the last event (appropriateness of publicity, date, venue, results, cost and community satisfaction)	Review to be completed	Local Laws	1 Month	Unable to completed at this stage due to no available Vet within the Shire
3.5 Use local and community newspapers and social media to promote and advertise registration requirements prior to the renewal period	Newspaper articles published Reduction in non-registered cats and dogs located in municipality	Local Laws	March – April each year	Regular use of social media



ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
3.6 Continue to publish regular articles locally promoting the need for residents to register their pets and ensure they wear identification tags	Rise in registration of cats and dogs	Local Laws	1 Article per quarter	Regular use of social media
3.7 Include registration, identification and renewal information on Councils “on hold” messages	On hold messages include information	Customer Service	Review regularly	To be implemented
3.8 Include pet registration forms and fact sheets in “new resident” kits.	Information included in kits	Customer Service	Ongoing	Ongoing
3.9 Enable owners to transfer existing registrations from other municipalities to Hindmarsh Shire Council without charge	Dog or cat transfer registrations compared to population increases in Shire	Local Laws	Ongoing	Ongoing
3.10 Provide “free ride home” for registered dogs found wandering and not causing a nuisance	Data collected	Local Laws	Ongoing	Ongoing
3.11 Alert residents to registration date on Twitter, Facebook and Web site	Information provided	Customer Service	April each year	Regular use of social media
3.12 Provide for a range of registration payment methods including in person by cheque, money or credit card	Take up of range of payments offered Data collected	Customer Service	Ongoing	Ongoing. Payment through Council’s website still being implemented.



4. RESPONSIBLE PET OWNERSHIP

OBJECTIVE:

) Implement appropriate community education programs in responsible pet ownership

ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
4.1 Ensure prospective pet owners have access to information on appropriate breed selection and animal management responsibilities	Information provided on Council's website and other promotional material available at Customer Service Offices	Customer Service	June 2018	Completed by Local Laws Officer with appointments by prospective pet owners.
4.2 Encourage the community to provide their dog with appropriate etiquette/obedience training. Provide links on Council's website and other promotional material	Information provided on Council's website and other promotional material	Customer Service	June 2018	Completed by Local Laws Officer with appointments by pet owners.
4.3 Prepare material on how to minimise excessive barking problems from developing.	Material prepared on minimising excessive barking problems from developing and incorporated into Council provided information	Local Laws	Ongoing	Information sheets available at all customer service centres.



5. CONFINEMENT OF DOGS AND CATS

OBJECTIVE:

-) Ensure dogs are confined to their property
-) Encourage cats to be confined to their property

ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
5.1 Continue to treat incidents of dogs wandering at large as an issue demanding priority attention	Reduction in statistics of dogs wandering at large	Local Laws	Ongoing	Ongoing
5.2 Ensure information is available on the importance of animal confinement and how Desexing animals can help to reduce wandering	Information available	Local Laws Customer Service	Ongoing	Ongoing



6. PROMOTING ANIMAL WELFARE

OBJECTIVES:

-) Reduce the number of unwanted litters
-) Reduce the number of stray, lost and abandoned animals
-) Increase the number of returned animals
-) Increase the number of rehomed animals
-) Ensure wounded and lost animals are treated humanely
-) Encourage pet owners to attend to their pet's basic needs and provide them with a quality home environment

ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
6.1 Review Councils procedures for dealing with lost and impounded animals	Review completed	Local Laws	Annually	Completed for 2017/18
6.2 Review procedures for dealing with animals entering Council's pound with a view to reducing the numbers of animals that are euthanized. Ensure pets entering shelters are treated humanely	Review	Local Laws	Annually	Completed for 2017/18
6.3 Revise euthanasia procedures	Operational procedures developed	Local Laws	Annually	Completed for 2017/18
6.4 Promote cat cages for hire for property owners to humanely trap cats on their property for handing over to Council or another approved animal shelter	Review completed of Council provided promotional material to ensure this information is provided	Local Laws Customer Service	Ongoing	Cat cages available on request.



7. NUISANCE ANIMALS				
OBJECTIVE: J Reduce documented cat and dog nuisance complaints by 10% per year				
ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
7.1 Review all procedures for dealing with complaints made and incidents occurring under the DAA	Review completed Recommendations implemented	Local Laws	Ongoing	Completed for 2017/18
7.2 Review all animal management laws and orders made under the DAA	Review completed	Local Laws	Ongoing	Ongoing due to recent amendments to the DAA.
7.3 Provide information to assist residents using cat traps to do so humanely and to look after the cats welfare	Information available	Local Laws Customer Service	Ongoing	Provided by way of information on the back of the contract to hire.
7.4 Provide a fact sheet to assist owners to respond to excessive barking by their dog	Factsheet available	Local Laws Customer Service	December 2013	Information sheets available at all customer service centres.
7.5 Maintain a register of all nuisance complaints	Register created Data reported	Local Laws	December 2017	Complaints registered internally.
7.6 Ensure council local laws retain the requirements for owners of more than 2 dogs and/or cats to obtain a permit	Increase in permits	Local Laws	Ongoing	Completed for 2017/18



ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
7.7 Impound all unregistered dogs and cats seized while at large Not to be released until registered	Implement	Local Laws	Ongoing	Completed as per current procedures.
7.8 Provide a process for responding to barking noise, at large and trespassing related nuisance complaints	Process developed and available for distribution	Local Laws	Ongoing	Completed as per current procedures.



8. DANGEROUS, MENACING AND RESTRICTED BREED DOGS

OBJECTIVE:

-) Identifying and register any declared dogs in the municipality
-) Inspect and audit all declared dog premises annually to ensure they are complying with legislation requirements

ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
8.1 Continue to declare dogs as Restricted Breed, Menacing or Dangerous in accordance with legislation	All declared dogs in municipality identified and reported annually	Local Laws	Annually	As per the DAA
8.2 Ensure all declared Dangerous dogs are accurately registered on the Victorian Dangerous Dog Registry	All dangerous dogs registered	Local Laws	As required	As per the DAA
8.3 Respond to complaints about Menacing, Dangerous dogs or Restricted Breed dogs	Immediate response	Local Laws	Immediately	As per the DAA
8.4 Ensure all dangerous dogs are microchipped and registered	All dangerous dogs in municipality microchipped and registered	Local Laws	Ongoing	As per the DAA



9. PREVENTION OF ANIMAL ATTACKS AND RISK TO THE COMMUNITY

OBJECTIVE:

) Reduce the incidence and severity of attacks by dogs and cats on people, livestock, pets and wildlife

ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
9.1 Review procedures for dealing with dog attacks and harassment complaints	Review regularly	Local Laws	Ongoing	Completed for 2017/18
9.2 Ensure Council has one or more officers trained in an appropriate Dog Safe Program	Staff trained	Local Laws	Bi-annually	Completed for 2017/18
9.3 Ensure any dangerous and restricted breed dogs are properly identified and managed by their owners	Conduct annual audit of properties containing dangerous and restricted breed dogs	Local Laws	Annual	As per the DAA
9.4 Ensure all dogs declared dangerous by Council are recorded on the Victorian Declared Dog Register	Annual audit completed	Local Laws	As require	As per the DAA
9.5 Raise awareness of the risk of dog attacks in the neighbourhood on other pets, livestock and people by use of published articles	Social Media	Local Laws	Ongoing	Ongoing Regular use of social media
9.6 Distribute fact sheets on dog attack prevention in “new residents” kit and via Councils Website	Factsheet available	Customer Service	As Required	Will be included in future new resident kits.



ACTION	TASK COMPLETION INDICATOR	RESPONSIBILITY	TIMEFRAME	OUTCOME
9.7 Distribute "We are Family" DVD pack which includes information for family pet ownership to childcare centres and Childcare Nursing Providers services	DVD provided	Local Laws	Ongoing	Ongoing
9.8 Provide residents with information on implications for their dog and themselves if their dog attacks a person or animal	Annually in local papers, newsletter Interaction with residence providing face to face education	Local Laws	Ongoing	Information sheets available at all customer service centres.
9.9 Maintain a register of dog attacks including breed of dog, details of victim, nature of injuries, date and outcome of council action	Register created	Local Laws	Ongoing	Ongoing. Recorded internally.
10. OVERPOPULATION AND HIGH EUTHANASIA				
OBJECTIVE:) Achieve a 10% reduction annually in the number of cats euthanized) Increase reclaim and rehoming rates for cats by 10% annually) Reduce euthanasia rates for dogs to less than 10% annually				
ACTION	TASK COMPLETION INDICATOR	RESPONSIBILITY	TIMEFRAME	OUTCOME
10.1 Investigate reports of backyard breeders to ascertain whether they should be registered as a Domestic Animal Business	Collate data collected ongoing	Local Laws	Annually	As per the DAA.



11. DOMESTIC ANIMAL BUSINESSES

OBJECTIVE:

-) Work in partnership with the Domestic Animal Businesses to ensure compliance with the Code of Practice

ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
11.1 Audit all domestic animal businesses	Audit completed	Local Laws	Annual	As per the DAA

12. ANNUAL REVIEW AND REPORTING

OBJECTIVE:

-) To capture and manage data to better support reporting of outcomes resulting from the implementation of this Plan.
-) To capture data that will improve the capacity for Council to plan for domestic animal management in future.

ACTION	TASK COMPLETION INDICATORS	RESPONSIBILITY	TIMEFRAME	OUTCOME
12.1 Assign responsibility for implementation of the Plan	Local Laws Position description amended	HR	Annual	To be completed during performance review.
12.2 Review and update all data collection methods and procedures	Review conducted Data collected reported	Local Laws	Annual	Ongoing
12.3 Review the Plan each year and make adjustments as appropriate	Review completed and Plan amended as appropriate	Local Laws	Annual	Review to be completed July 2018.
12.4 Review all Council local laws and orders relating to animal management.	Review completed	Local Laws	Annual	Ongoing.

MINUTES

NHILL TOWN COMMITTEE

Monday 18th June 2018

1. In Attendance

Brian McGennicken, Helen Ross, Lyn Schoolderman, Kay Frost, Helen Woodhouse-Herrick, Shane Power, David Borain. Absent David Colbert, Pauline McCracken

2. Apologies

3. Minutes

Proposal to accept the minutes of the past meeting on May 21st 2018 by Brian, seconded by Kay, Passed.

4. Finance Report

Lyn presented the financial report for the past two months. She proposed a motion for the committee to accept the finance report, seconded by Helen W-H. Passed.

5. Correspondence

Correspondence was read. Motion proposed by Helen R. seconded by Kay to accept the correspondence. All in favor, Passed.

6. Business Arising

Helen R. Requested permission to send a letter to the Lions Club with regards to Catering for the Fiesta. Meeting agreed.

7. New Business

1. Replacement of vandalised Bud Lighting from the Rotunda. Helen to price these with the option of buying them on line from China as there is sufficient time for transport.
2. New Residents Lunch. It was discussed to have the New Residents function at the Fiesta as per last year, but change the date to the second night of the Fiesta to enable members of the Lutheran Church and the Catholic Church to attend. The first night of the Fiesta conflicts with the Parents and Teachers night at both organizations. Helen to confirm the dates of the church functions.
3. Eastern Approach. Helen presented to Shane a proposal, with planting suggestions, to re-green the median strip at the very Eastern edge of town. Also, a further discussion was held on the delay in re-barking the existing gardens in the median strip from the Queens Street crossing to Campbell Street. Shane will report on this work, but I feel that, as it has not been done in this financial year, the Town Committee will have to action this as a Shire Budget item, not General Maintenance, to ensure that the work is done prior to the Summer heat. Helen will write to the Shire regarding this matter.
4. Full financial acquittal was not available for the Commercial Car Park for this meeting. The committee requested that this be available for the July meeting so the full cost of the Town Committee's financial contribution is known. This information is needed to enable the Committee to calculate the funds still available in the bank account to move forward with our other commitments.
5. Pauline has requested a letter be sent to the Lake Committee ascertaining their desire to be a part of the Fiesta in 2019. Helen R. will send the letter.

6. Still no satisfactory answer to the condition and remediation of the planter boxes outside the Community Centre. This was a resident request and is now 3 months old. If this work was programmed into the maintenance schedule for the financial year 2017/8, the commitment to do this work will end on 30th June 2018. Once again it may be necessary for the Town Committee to make a further request for this work for the new Financial Year.

7. Shire Community Action Grants. Shane confirmed that, as per the minutes of the Council Meeting on 6th June 2018, the Community Action Grant can be applied for on an Annual basis, not bi-annually as previously set, providing the applicant complies with the required criteria.

8. Discussion was held as to the preferential treatment and financing given to the Rainbow Enduro. It was suggested by Shane that the Town Committee write to the CEO asking for proportional consideration in the budget for the February Fiestas. Helen will write to CEO.

9. Discussion was held on offering the newly formed Tourism/Business Group the opportunity to combine with the Town Committee to create a larger Organization with the interest of the town at the centre of a combine action. Committee decided that the Secretary should write to the Tourism/Business Group with that suggestion.

All other items on the Agenda do not require noting as they were for general discussion with no decisions necessary.

8. Meeting closure

9.05 p.m.

9. Next Meeting

July 16th 2018 – 7.30 p.m.

Yurunga Committee of Management Committee Meeting

19 April 2018 – 7.30pm Yurunga Dining Room

Present: J Solly – Chairperson. R Ismay – Major Hindmarsh Shire. D Saul, J Woodward – Hindmarsh Shire, G Nuske, J Edelsten, K Fisher

Apologies: H Fisher, L Gould C/D

Additional Items: Council Invoice for Coach House
Possible Cater – November 2018

Previous Minutes: Minutes of the previous meeting were received on the motion of D Saul, 2nd K Fisher C/D

Business Arising:

- Dwayne Mclean had provided a quote for the work on the vents
- Maintenance Wishlist had been sent off to Council
- Coffee Cups for catering had been purchased
- Moustache Keeper was ready to collect. Helen was doing this
- Jenny thanked all involved with catering at Ewan Christians funeral
- Lynne Gould had provided further information on Dorothy Goslings doll.

Correspondence: Correspondence In(Emails)

-) March 16: Brad Stephens, Bevanart to Jan Edelsten re quote for orchard signs
-) March 22 x2: Rachael, Bendigo Ornamental Plaster to Jenny re arch capital
-) March 22: Simon to Jenny re quotes for capital, vents, verandah, window painting
-) March 26: Jeff to Graham re Yurunga Open Day
-) March 26: Cr Ron Lowe to Graham re acceptance for Open Day
-) March 27: Cr Debra Nelson to Graham re apology for Open Day
-) March 29: Jeff to Graham re advertising Open Day, volunteer form & wish list
-) April 3: Jeff to Jenny & Graham re window & door information for painter
-) April 3: Jeff to Jenny re quote from Helen's painter
-) April 3: Simon to Graham re Ewan
-) April 10 x2: Jeff to Graham re volunteer form & site inspection
-) Email from Adelle at Oasis to Helen re Committee invitation

Correspondence Out(Emails)

-) March 20: Jenny to Simon re capital, vents, redgum step & grant funds
-) March 22 x2: Jenny to Rachael, Bendigo Ornamental Plaster re missing capital
-) March 22: Jenny to Simon re update on arch, vents, step & painting quote
-) March 25: Graham to Jeff re Yurunga Open Day
-) March 27: Graham to Jeff re Open Day, volunteer forms & vestibule floor
-) April 3: Graham to Simon re Ewan
-) April 4: Jenny to Jeff re Helen's painters
-) April 4: Graham to Jeff re wish list
-) April 4: Jenny to Jeff re photos & statistics about exterior windows & doors
-) April 10 x3: Graham to Jeff re volunteer forms, Ewan & vestibule floor & site inspection

Correspondence accepted on motion of G Nuske, 2nd D Saul C/D

Financial: The Treasurer reported that she had received an invoice from Hindmarsh Shire Council for our contribution to stage one of the Coach House restoration works. This being the amount of \$21,515.66. K Fisher (Treasurer) moved that " We pay Hindmarsh Shire Council \$21,515.66 as our contribution to the Coach House Works" 2nd J Edelsten C/D

The Treasurer also reported the following.

- Coach House Account. \$20,059.61
- Term Deposit \$5159.02
- General Account \$2096.15
- Accounts as of 31.3.2018

K Fisher (Treasurer) moved this report be accepted. 2nd D Saul C/D

General Business:

E

- Thanked the Committee of sending through a maintenance Wish list
- Talked about the idea of a Master Plan. Graham to print off and pass around
- That the tank on the west side of the house could come under the current Grant Money.
- Fixing the tripping hazard in the Vestibule floor was still on going
-

2: Orchard Signs: Jan said that she had received a quote from Bevan Art for replacing the signs in the Orchard. This was considered to be too dear. She had spoken with T Ismay & Co about getting metal signs made up there. Jan said that they could easily then be fixed to fence droppers and placed under the trees. She thought that 20 would be needed, and she would paint. T Ismay & Co would prime them first. Jan said she would co-ordinate this project.

3: Cot in Maids Room: Jenny suggested that this be moved to the front bedroom where it had previously been. This was to happen immediately after the meeting

4: Maintenance Wish List: Jenny explained that this had been put together by herself and the Secretary as Council were wanting this prior to our next meeting. Members were asked to add to it as they saw fit. It was suggested that fixing the cracks in the laundry be added to this list. The Secretary will let Jeff Woodward know.

5: Friends of Yurunga: Jan said that this project was still ongoing.

6: Flowers For Dorothy Christian: Discussion was held on whether this Committee should send flowers to Dorothy Christian on the passing of Ewan. It was felt by the meeting that our work at Ewan's Funeral with the catering was a more tangible show of respect for Ewan.

7: Enduro Catering: Jan said that she had put our name forward as an expression of interest for catering at the Enduro Race in August. It was suggested that we only do the Friday night in Federal Street and that we do soup. Jan was to talk with Leonie Clarke from the Enduro Committee.

8: Volunteer Registration Forms: Graham (Secretary) had these all filled in only requiring the volunteer to sign. These were handed out amongst those present to be distributed to Volunteers. Completed forms to be handed to Jenny.

9: Garden Tour: The date for this was confirmed as 20th October 2018 with a 10.00am start at Yurunga.

10: Open Day: This was to be on 29th April 2.00pm-4.00pm. Jeff Woodward had provided posters to be put up for this. Dawn said she would do. The Secretary to place an add in the Argus. All Committee Members to bring Afternoon Tea for guests.

11: Tours: The Following Tours were booked:

- May 3rd: Ballarat Vintage and Classic Car Club
 - o Jenny, Jan & Kaylene
- May 7th: Junior Classes Rainbow P-12
 - o Jenny & Graham
- June 4th: Horsham Garden Club
 - o Jan & Jenny. Helen to be asked to help also
 - o

Jenny also said she had been contacted by a Tour Company in Melbourne who would be doing the Silo Art Tour and would like to add Yurunga into this tour.

Meeting Closed. 9.15pm