

**MINUTES OF THE COUNCIL MEETING OF THE HINDMARSH SHIRE COUNCIL  
HELD 24 OCTOBER 2018 AT THE COUNCIL CHAMBERS, 92 NELSON STREET  
NHILL COMMENCING AT 3:00PM.**

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**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. Activity Reports**

**8. Correspondence**

**9. Assembly of Councillors**

9.1 Record of Assembly

**10. Planning Permit Reports**

10.1 Application for Planning Permit 1599-2018 – 29 Ellerman Street Dimboola - 2 lot subdivision

10.2 Application for Planning Permit 1583-2018 – 2 Hindmarsh Court, Nhill - construction of two (2) dwellings and two (2) lot subdivision

10.3 Application for Planning Permit 1593-2018 – 31 Ellerman Street Dimboola -

use and development of land (including buildings and works) for the construction of a service station

**11. Reports Requiring a Decision**

- 11.1 Consideration of Annual Report 2017/18
- 11.2 Financial Report for the period ending 30 September 2018
- 11.3 Council Plan 2017-2021 Progress Report
- 11.4 Nhill Town Committee - Allocation of Funds
- 11.5 Request for co-funding for installation of a new boat launching pontoon on the Wimmera River at Dimboola Rowing Club

**12. Special Committees**

- 12.1 Nhill Town Committee

**13. Late Reports**

- 13.1 Albacutya Bridge options

**14. Other Business**

No report

**15. Confidential Matters**

No report

**16. Meeting Close**



**Present:**

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

**In Attendance:**

Mr Greg Wood, (Chief Executive Officer), Ms Monica Revell (Director Corporate and Community Services), Mr Shane Power (Director Infrastructure Services), Ms Shelley Gersch (Executive Assistant), Mr Andre Dalton (Coordinator Planning and Development) (items 1 – 10.3)

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

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

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**2. APOLOGIES**

No apologies

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**3. CONFIRMATION OF MINUTES**

**RECOMMENDATION:**

*That the Minutes of the Ordinary Council Meeting held on Wednesday 03 October 2018 at the Supper Room, MECCA, Rainbow as circulated to Councillors be taken as read and confirmed.*

**MOVED:** Crs R Lowe/D Nelson

*That the Minutes of the Ordinary Council Meeting held on Wednesday 03 October 2018 at the Supper Room, MECCA, Rainbow as circulated to Councillors be taken as read and confirmed.*

**CARRIED**

Attachment: 1

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**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.

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| <b>5. PUBLIC QUESTION TIME</b> |
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Arun Kumar Polavaru outlined objections as per letter received from Rajasekhara Tiyyagura and Balaji Saganti to planning permit application 1593 – 2018.

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| <b>6. DEPUTATIONS</b> |
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No deputations

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**7. ACTIVITY REPORTS**

**COUNCILLOR ACTIVITIES: SEPTEMBER 2018**

**Cr ISMAY, MAYOR**

Attended:

17/08/2018 Western Highway Action Group meeting, Melton  
24/08/2018 Rail Freight Alliance meeting, Melbourne  
31/08/2018 Western Rail meeting, Horsham  
05/09/2018 Briefing meeting, Dimboola  
05/09/2018 Council meeting, Dimboola  
10/09/2018 Jeparit Town Committee meeting, Jeparit  
11/09/2018 Ross Lake Hydrology report, Rainbow  
12/09/2018 Mildura bus tours Probus presentation, Oakleigh  
17/09/2018 Rail Freight Alliance meeting, Melbourne  
19/09/2018 Briefing meeting, Nhill  
19/09/2018 Council meeting, Nhill  
19/09/2018 Oasis meeting, Rainbow  
20/09/2018 Yurunga AGM, Rainbow  
24/09/2018 Rainbow Town Committee AGM

**Cr LOWE, DEPUTY MAYOR**

Attended:

05/09/2018 Council Briefing, Meeting, Dimboola  
08/09/2018 13 + Under Netball Semi Final, Dimboola  
12/09/2018 Order of Australia, Student Citizenships Awards, Nhill  
15/09/2018 13 + Under Netball Final, Murtoa  
19/09/2018 Council Briefing, Meeting, Nhill  
22/09/2018 Centenary Celebration, Edward "Bud" Dart, Cenotaph, Nhill  
24/09/2018 AGM, Rainbow Town Committee, Rainbow  
25/09/2018 AGM, Nhill Neighbourhood House Learning Centre, Nhill

**Cr GERSCH**

Attended:

02/09/2018 Football final at Nhill  
05/09/2018 Council meeting at Dimboola  
07/09/2018 Wimmera Regional Roads meeting  
09/09/2018 Football final at Dimboola  
11/09/2018 WDA board meeting  
14/09/2018 RCV board meeting  
18/09/2018 Nhill race club committee of management AGM  
19/09/2018 Council meeting at Nhill  
21/09/2018 NWMA meeting  
25/09/2018 Nhill Neighbourhood House AGM

**Cr COLBERT**

Attended:

05/09/2018 Briefing meeting, Dimboola  
05/09/2018 Council meeting, Dimboola  
19/09/2018 Briefing meeting, Nhill  
19/09/2018 Council meeting, Nhill

**Cr NELSON**

Attended:

03/09/2018 Town Committee meeting, Dimboola  
04/09/2018 Wimmera River Stakeholders meeting, Dimboola  
05/09/2018 Briefing meeting, Dimboola  
05/09/2018 Council meeting, Dimboola  
11/09/2018 Wimmera Development Association meeting, Horsham  
12/09/2018 Order of Australia Student Citizenship Awards, Nhill  
13/09/2018 HSC Audit Committee meeting, Nhill  
19/09/2018 Briefing meeting, Nhill  
19/09/2018 Council meeting, Nhill

**Cr SCHNEIDER**

Leave of absence for September 2018

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**SENIOR MANAGEMENT ACTIVITIES: SEPTEMBER 2018**

**GREG WOOD, Chief Executive Officer:**

Attended:

05/09/2018 Council briefing, Dimboola  
05/09/2018 Council meeting, Dimboola  
07/09/2018 Movie volunteer, Nhill  
10/09/2018 Rural Councils Transformation Fund teleconference, Horsham  
10/09/2018 Wimmera Regional CEO Meeting, Horsham  
10/09/2018 Meeting with Nhill Aviation Heritage Centre re: Nhill Air Show 2019  
11/09/2018 Wimmera Development Association, Horsham  
12/09/2018 Order of Australia Association – Student Citizenship Awards, Nhill  
13/09/2018 Audit Committee meeting, Nhill  
19/09/2018 HDKA - Early years contract discussion, Nhill  
19/09/2018 Mayor/CEO meeting  
19/09/2018 Council briefing, Nhill  
19/09/2018 Council meeting, Nhill  
20/09/2018 Regional Partnership Meeting, Horsham  
25/09/2018 Welcome new outdoor staff group meeting, Jeparit  
25/09/2018 Meeting with Paul Northey, Chief Regional Roads Officer, Horsham  
26/09/2018 Regional Councils Transformation Fund meeting and teleconference with KPMG, Horsham

**SHANE POWER, Director Infrastructure Services:**

Attended:

04/09/2018 Wimmera River Advisory Committee Meeting, Dimboola  
05/09/2018 Council Briefing and Council Meeting, Dimboola  
07/09/2018 Wimmera Southern Mallee Regional Transport Group Meeting, Horsham  
10/09/2018 Nhill Aviation Heritage Committee – Nhill Air Show 2019 Meeting, Nhill  
10/09/2018 Ross Lakes Inspection with Mayor, Rainbow  
10/09/2018 Teleconference Shared Services MBS, Nhill  
14/09/2018 Site Inspections with Team Leader, Manager Operations  
17/09/2018 Nhill Town Committee Meeting, Nhill  
18/09/2018 Meeting with ASU, Nhill  
19/09/2018 Council Briefing and Council Meeting, Nhill  
20/09/2018 Collaborative Procurement Waste and Recycling Kerbside Collection and Processing - Planning session, Stawell  
24/09/2018 Welcome to New Staff Group Meeting, Jeparit  
26/09/2018 Capital Works Group Meeting, Nhill  
26/09/2018 Nhill Transfer Station Site Inspection with Coordinator Facilities & Environment, Manager Operations, Nhill

**MONICA REVELL, Director Corporate and Community Services:**

Attended:

05/09/2018 Meeting with HACC Regional Coordinator

|               |                                                                |
|---------------|----------------------------------------------------------------|
| 05/09/2018    | Council Briefing, Dimboola                                     |
| 05/09/2018    | Council Meeting, Dimboola                                      |
| 10/09/2018    | Regional Transformational Fund Teleconference                  |
| 11/09/2018    | West Wimmera Shire Council Audit Committee Meeting             |
| 13/09/2018    | Hindmarsh Shire Council Audit Committee Meeting                |
| 14/09/2018    | Wimmera Regional Library Corporation Board Meeting             |
| 17/09/2018    | Emergency Management Introductory Meeting with new Coordinator |
| 19/09/2018    | Meeting with Horsham District Kindergarten Association         |
| 19/09/2018    | Council Briefing, Nhill                                        |
| 19/09/2018    | Council Meeting, Nhill                                         |
| 20/09/2018    | Civica User Group Meeting                                      |
| 21–28/09/2018 | Annual Leave                                                   |

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**8. CORRESPONDENCE**

**8.1 GENERAL CORRESPONDENCE**

**Responsible Officer:** Chief Executive Officer

**Attachment:** 2

**Introduction:**

The following correspondence is tabled for noting by Council,

Inwards:

- Rainbow Desert Enduro Committee
  - *Thanking Council for their contribution to the Rainbow Desert Enduro 2018*

Outwards:

- Rob Spence, former Chief Executive Officer of Municipal Association of Victoria
  - *Thanking Rob for his service and wishing him well in retirement*
- Dimboola Town Committee
  - *Congratulating the Dimboola Town Committee on Dimboola's award at the Keep Victoria Beautiful Tidy Towns Awards*
- Danni Haebich
  - *Congratulating Danni on her award at the Keep Victoria Beautiful Tidy Towns Awards in the Young Leaders category*
- Jan Ballard
  - *Congratulating Jan on the Dimboola Town Committee on Dimboola's award at the Keep Victoria Beautiful Tidy Towns Awards and thanking her for her continued efforts*
- Des Lardner Pharmacy
  - *Congratulating Des and the team on their win at the Wimmera Development Association Business Awards 2018*
- Nhill Learning Centre
  - *Congratulating Nhill Learning Centre and Paw Po on their win at the Wimmera Development Association Business Awards 2018*

**RECOMMENDATION:**

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

**MOVED: Crs R Gersch/D Nelson**

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

**MOVED**

**Attachment: 2**

***MOVED: Crs Nelson/R Gersch***

***That Council writes to the following businesses:***

- ***Nhill Supa IGA, to congratulate them on their 10 year anniversary in the current building;***
- ***Luv-A-Duck, to congratulate them on their 50 year anniversary;***
- ***Nhill Dine-Inn, to congratulate them on opening a business in Nhill;***
- ***Sharp Boutique, to congratulate them on opening a business in Nhill.***

***CARRIED***

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**9. ASSEMBLY OF COUNCILLORS**

**Responsible Officer:** Chief Executive Officer  
**Attachment:** 3

**Introduction:**

The attached Assembly of Councillors Record is 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.

**RECOMMENDATION:**

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

**MOVED: Crs R Lowe/D Nelson**

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

**CARRIED**

*Attachment: 3*

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**10. PLANNING PERMITS**

**10.1 APPLICATION FOR PLANNING PERMIT 1599-2018 – LOT 1 TP320884, 29 ELLERMAN ST DIMBOOLA - 2 LOT SUBDIVISION**

|                               |                                                                                                                                                        |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Responsible Officer:</b>   | Director Infrastructure Services                                                                                                                       |
| <b>File:</b>                  | Planning – Applications                                                                                                                                |
| <b>Assessment:</b>            | 200382                                                                                                                                                 |
| <b>Applicant:</b>             | Matt Suwart – Ferguson Perry Surveying Pty Ltd                                                                                                         |
| <b>Owner:</b>                 | Adolf Mansour Commercial Builders                                                                                                                      |
| <b>Subject Land:</b>          | Lot 1 TP320884, 29 Ellerman St Dimboola                                                                                                                |
| <b>Proposal:</b>              | 2 lot subdivision                                                                                                                                      |
| <b>Zoning &amp; Overlays:</b> | General Residential Zone Schedule 1 (GRZ1);<br>Environmental Significance Overlay Schedule 6 (ESO 6) –<br>Catchments of Wetlands of Conservation Value |
| <b>Attachments:</b>           | Attachment 4 - Plan of Proposed Subdivision – H008318                                                                                                  |

**Summary:**

This report recommends that Council approves planning permit 1599-2018 for a two-lot subdivision located at 29 Ellerman Street, Dimboola.

**Background:**

On 14 August 2018 a planning permit for a two-lot subdivision was lodged via SPEAR (Surveying and Planning through Electronic Applications and Referrals) for Council's consideration.

**Proposal Details:**

The proposal is for subdivision within the General Residential Zone Schedule 1 (GRZ1), and the Environmental Significance Overlay Schedule 6 (ESO6) – Catchments of Wetlands of Conservation Value. The proposed subdivision aims to create two allotments as follows:

- Proposed Lot 1 – 470m<sup>2</sup> in area;
- Proposed Lot 2 – 301m<sup>2</sup> in area;

with residual common property to cater for a driveway. The two allotments are intended to create separate parcels of land for two approved dwellings which are currently under construction (refer Permit 1541-2016 – approved 3 March 2017).

**Requirement for Permit:**

A Planning permit is required under Clause 32.08-3 of the Hindmarsh Planning Scheme – Subdivision to subdivide land.

An application to subdivide land, other than an application to subdivide land into lots each containing an existing dwelling or car parking space, must meet the requirements of Clause 56 – Residential Subdivision.

A permit is required under the provisions of the Environmental Significance Overlay Schedule 6 (ESO 6) – Catchments of Wetlands of Conservation Value. Clause 42.01 – Permit Requirement – states that “*a permit is required to subdivide land. This does not apply if a schedule to this overlay specifically states that a permit is not required*”. The schedule (ESO6) does not exempt subdivision.

**Subject site & locality:**

The subject site is known as 29 Ellerman Street Dimboola, and the site is used for two dwellings currently under construction (Permit 1541-2016 approved 3 March 2017).

The surrounding properties are primarily residential in nature. The property immediately north of the site known as 31 Ellerman Street is a former service station currently being used for the purposes of a café and is also the subject of a separate planning application for a service station redevelopment.

The proposal does not impact on any existing native vegetation and no native vegetation is proposed to be removed.

**Public Notification:**

Section 52 of the Planning and Environment Act 1987 prescribes the requirements relating to giving notice as such:

**s52 Notice of application**

- (1) *Unless the responsible authority requires the applicant to give notice, the responsible authority must give notice of an application in a prescribed form—*
  - (a) *to the owners (except persons entitled to be registered under the Transfer of Land Act 1958 as proprietor of an estate in fee simple) and occupiers of allotments or lots adjoining the land to which the application applies unless the responsible authority is satisfied that the grant of the permit would not cause material detriment to any person.*

Clause 32.08-11 of the Hindmarsh Planning Scheme (General Residential Zone) - Exemption from notice and review, states that:

*“An application to subdivide land into lots each containing an existing dwelling or car parking space is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act”.*

Whilst the dwellings are still under construction, it is contended that they are nearing completion. Furthermore, the proposal is not deemed to cause material detriment to any person for the following reasons:

- The proposal will assist in adding to the diversity of housing stock and land supply within Hindmarsh Shire and Dimboola in particular;
- The proposal to subdivide is in keeping with the existing use of the subject land; and
- The proposal is not considered to negatively impact on the amenity of the locality in general.

It is determined that the proposal will not cause material detriment to any person and therefore notification is deemed not required on this occasion.

**Referrals:**

External Referrals/Notices Required by the Planning Scheme:

Section 55 Referrals: Wimmera Catchment Management Authority – responded with one annotation.

Section 52 Notices: Not required

Internal Referrals:

- Engineering: Referred for comment and conditions - provided.
- Environmental Health: Not required.
- Building Services: Not required.

**Planning Assessment:**

Planning Scheme Requirements:

**Planning Policy Framework:**

Clause 11 – Settlement

Clause 11.01-1R – Settlement – Wimmera Southern Mallee

Clause 11–Victoria

Clause 15 - Built Environment and Heritage

Clause 15.01 – Built Environment

Clause 15.01-5S – Neighbourhood Character

Clause 16 – Housing

Clause 16.01-4S – Housing Affordability

Clause 16.01-3S – Housing diversity

Clause 16.01-2S – Location of Residential Development

Clause 16.01 – Residential Development

**Local Planning Policy Framework:**

Clause 21 – Municipal Strategic Statement

**Zoning Provisions:**

Clause 32.08 – General Residential Zone

**Overlay Provisions:**

Clause 42.01 - Schedule 6 to the Environmental Significance Overlay Catchments of Wetlands of Conservation Value

**Particular Provisions:**

Clause 56 – Residential Subdivision

**General Provisions**

Clause 65 – Decision Guidelines, states that:

*“Because a permit can be granted does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause”.*

The decision guidelines relevant to this application are stated within Clause 65.01 of the Hindmarsh Planning Scheme – Approval of an application or plan.

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:

- The matters set out in Section 60 of the Act.
- The Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.
- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.

It is considered that the application complies with the relevant decision guidelines as outlined.

**Discussion:**

The application has been assessed against the Planning Policy Framework and the Local Planning Policy Framework, and it is considered that the proposed subdivision is consistent with relevant policies contained within this section of the Hindmarsh Planning Scheme.

### **Decision Guidelines**

Clause 32.08 of the General Residential Zone - Decision guidelines states that before deciding on an application to use or subdivide land, construct a building or construct or carry out works, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

#### General

The Municipal Planning Strategy and the Planning Policy Framework.

- The purpose of this zone.
- The objectives set out in a schedule to this zone.
- Any other decision guidelines specified in a schedule to this zone.

#### Subdivision

- The pattern of subdivision and its effect on the spacing of buildings.
- For subdivision of land for residential development, the objectives and standards of Clause 56.

#### Planning Response:

The proposed form of the two-lot subdivision is appropriate having regard to the design of the dwellings in general, as well as facilitating appropriate areas for driveways and turning space for vehicles.

#### Clause 42.01 - Schedule 6 to the Environmental Significance Overlay - Catchments of Wetlands of Conservation Value

Under the provisions of this Clause, the application was referred to the Wimmera Catchment Management Authority (WCMA) for comment, with no objection raised. The WCMA requested an annotation stating *“The 1% AEP flood is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, that the 1% AEP flood may occur in future”*.

It is considered that the proposal is not contrary to the decision guidelines and objective of this clause.

#### Clause 56 Assessment – Residential Subdivision

This is an application to subdivide the dwellings so that the dwellings will exist on separate titles. In this case there is no need to assess the application against the provisions of Clause 56 as issues in relation to amenity, both on and off site, have been considered via the Clause 55 assessment (previous permit 1541-2016), as has neighbourhood character.

**Strategic, Statutory and Procedural Requirements:**

The proposal is consistent with the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

**Report to Council:**

The Coordinator Planning and Development advises that all obligations of Council (strategic, statutory and procedural) have been addressed and discharged in this planning application.

**Processing Times:**

The application was received on 14 August 2018. The report is being presented to Council for approval at its meeting on 24 October 2018 (72 days). The statutory processing time requirements of the *Planning and Environment Act 1987* have not been satisfied in this instance.

**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 – Shane Power, Director Infrastructure Services

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

Author – Andre Dalton, Coordinator Planning and Development

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

***RECOMMENDATION:***

***That Council approves an application on Lot 1 TP320884, 29 Ellerman Street Dimboola, subject to the following conditions:***

***Plans Not Altered***

- 1. The subdivision as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.***

***Mandatory conditions for subdivision permits***

- 2. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must:***
  - a) enter into an agreement with a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time;***

- b) engage a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre;*
  - c) provide written confirmation from a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and*
  - d) provide written confirmation from a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.*
- 3. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.*
- 4. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.*
- 5. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.*

#### **Engineering Conditions**

- 6. To ensure adequate drainage;*
- a) The applicant shall engage a suitably qualified engineer (at their cost) to provide plans showing the stormwater catchment runoff from proposed lots and common property will drain to the Ellerman Street stormwater pipe and not affect neighbouring properties. This must be designed to a 1 in 100 ARI event.*
  - b) The applicant shall install the infrastructure (at their cost) as per the plans as approved by council in condition (6a) and*
  - c) Either provide a drainage easement in favour of lot 2 or ensure the underground drainage infrastructure is covered by the body corporate.*

#### **Time for Starting and Completion**



**7. This permit will expire if:**

- (a) The plan of subdivision is not certified within 2 years of the date of this permit;  
or**
- (b) A Statement of Compliance is not issued within 5 years of the certification of  
the plan of subdivision.**

**The Responsible Authority may extend the time associated with (a) above if a request is made in writing before the permit expires or within six months afterwards. The timeframe associated with (b) above cannot be extended under the Subdivision Act 1988.**

**Notes:**

- (1) This permit is not a Building Permit. Please consult a Building Surveyor and ensure a Building Permit is obtained.**
- (2) A copy of this permit and endorsed plans must be provided to all builders and contractors who are to work on site so they are aware of the conditions to which this approval is subject.**
- (3) The 1% AEP flood is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 1% AEP flood may occur in future.**

**MOVED: Crs T Schneider/D Nelson**

**That Council approves an application on Lot 1 TP320884, 29 Ellerman Street Dimboola, subject to the following conditions:**

**Plans Not Altered**

- 1. The subdivision as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.**

**Mandatory conditions for subdivision permits**

- 2. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must:**
  - a) enter into an agreement with a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time;**
  - b) engage a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in**

- accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre;*
- c) provide written confirmation from a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and*
- d) provide written confirmation from a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.*
- 3. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.*
- 4. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.*
- 5. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.*

**Engineering Conditions**

- 6. To ensure adequate drainage;*
- a) The applicant shall engage a suitably qualified engineer (at their cost) to provide plans showing the stormwater catchment runoff from proposed lots and common property will drain to the Ellerman Street stormwater pipe and not affect neighbouring properties. This must be designed to a 1 in 100 ARI event.*
- b) The applicant shall install the infrastructure (at their cost) as per the plans as approved by council in condition (6a) and*
- c) Either provide a drainage easement in favour of lot 2 or ensure the underground drainage infrastructure is covered by the body corporate.*

**Time for Starting and Completion**

- 7. This permit will expire if:*
- (a) The plan of subdivision is not certified within 2 years of the date of this permit;*

*or*

- (b) A Statement of Compliance is not issued within 5 years of the certification of the plan of subdivision.**

***The Responsible Authority may extend the time associated with (a) above if a request is made in writing before the permit expires or within six months afterwards. The timeframe associated with (b) above cannot be extended under the Subdivision Act 1988.***

**Notes:**

- (1) This permit is not a Building Permit. Please consult a Building Surveyor and ensure a Building Permit is obtained.**
- (2) A copy of this permit and endorsed plans must be provided to all builders and contractors who are to work on site so they are aware of the conditions to which this approval is subject.**
- (3) The 1% AEP flood is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 1% AEP flood may occur in future.**

**CARRIED**

Attachment: 4

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**10.2 APPLICATION FOR PLANNING PERMIT 1583-2018 –CONSTRUCTION OF TWO (2) DWELLINGS AND TWO (2) LOT SUBDIVISION – Lot 7 PS510238, 2 HINDMARSH CT NHILL**

|                               |                                                           |
|-------------------------------|-----------------------------------------------------------|
| <b>Responsible Officer:</b>   | Director Infrastructure Services                          |
| <b>File:</b>                  | Planning – Application 1583-2018                          |
| <b>Assessment:</b>            | 200230                                                    |
| <b>Applicant:</b>             | Leanne Panozzo – Avetec Design                            |
| <b>Owner:</b>                 | Phillip Ruge                                              |
| <b>Subject Land:</b>          | Lot 7 PS510238 – 2 Hindmarsh Ct Nhill                     |
| <b>Proposal:</b>              | Construct two (2) dwellings and two (2) lot subdivision   |
| <b>Zoning &amp; Overlays:</b> | General Residential Zone – Schedule 1 (GRZ1); No Overlays |
| <b>Attachments:</b>           | Attachment 5 – Subdivision plan, site plans, elevations   |

**Summary:**

This report recommends that Council approves planning permit application 1583-2018 to construct two (2) single storey dwellings and facilitate a two (2) lot subdivision on Lot 7 PS510238 known as 2 Hindmarsh Court Nhill.

**Background:**

On 7 June 2018 a planning permit application to construct two (2) single storey dwellings and facilitate a two (2) lot subdivision was lodged for assessment on an existing vacant lot within the Hindmarsh Court subdivision, on the corner of Hindmarsh Court and Turner Street, Nhill.

**Proposal Details:**

The proposal seeks to construct two (2) dwellings on two newly created lots, with proposed Lot 1 being 460m<sup>2</sup>, and proposed lot 2 being 370m<sup>2</sup>. Each proposed dwelling is of a single storey contemporary design, constructed in a brick veneer style, with colorbond custom orb roof. Each dwelling is proposed to contain 2 bedrooms, meals and living areas, with outdoor courtyards, yard areas, alfresco areas, and paved areas.

**Requirement for Permit:**

A planning permit is triggered for this application pursuant to the following clauses of the Hindmarsh Planning Scheme:

- Pursuant to Clause 32.08-3 of the General Residential Zone – Schedule 1 a permit is required to subdivide land.
- Pursuant to Clause 32.08-6 of the General Residential Zone – Schedule 1 a permit is required to construct two or more dwellings on a lot.

**Definitions**

Pursuant to Clause 73.03 of the Planning Scheme a dwelling is defined as:

A building used as a self-contained residence must include:

- a) a kitchen sink;
- b) food preparation facilities
- c) a bath or shower; and
- d) a closet pan and wash basin.

It includes outbuildings and works normal to a dwelling.

Pursuant to Clause 73.04 of the Planning Scheme a dwelling is nested in the Accommodation group.

Subdivision is not defined or nested in the Planning Scheme.

A lot is defined as a part (consisting of one or more pieces) of any land (except a road, a reserve, or common property) shown on a plan, which can be disposed of separately and includes a unit or accessory unit on a registered plan of strata subdivision and a lot or accessory lot on a registered plan.

Subdivision is defined in the *Subdivision Act 1988* and the *Planning and Environment Act 1987* as 'the division of land into two or more parts which can be disposed of separately.'

**Restrictive Covenant or Section 173 Agreement:**

The subject site is not burdened by a Restrictive Covenant or Section 173 Agreement.

**Cultural Heritage Management Plan (CHMP):**

The construction of two dwellings on a lot is exempt from requiring a CHMP pursuant to the Aboriginal Heritage Regulations 2007.

**Subject site & locality:**

The subject site is known as 2 Hindmarsh Court Nhill, and is currently vacant. The surrounding properties are primarily residential in nature, with the majority of dwellings within this subdivision being single storey, brick veneer, and contemporary in design. The site is located approximately 400 metres north east of the Nhill Post Office.

The proposal does not impact on any existing native vegetation and no native vegetation is proposed to be removed.

**Public Notification**

Section 52 of the Planning and Environment Act 1987 prescribes the requirements relating to giving notice as such:

***s52 Notice of application***

*(1) Unless the responsible authority requires the applicant to give notice, the responsible authority must give notice of an application in a prescribed form—*

- (a) *to the owners (except persons entitled to be registered under the **Transfer of Land Act 1958** as proprietor of an estate in fee simple) and occupiers of allotments or lots adjoining the land to which the application applies unless the responsible authority is satisfied that the grant of the permit would not cause material detriment to any person.*

The application is not exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act and pursuant to Section 52 of the Planning and Environment Act 1987 the following forms of advertising were undertaken:

- Notices were sent to owners and occupiers of adjoining land;
- A3 sign(s) was/were placed on the land on 30 July 2018; and
- A notice was placed in the Nhill Free Press newspaper on the 8 August 2018.

No objections have been lodged with Council.

### **Referrals:**

External Referrals/Notices Required by the Planning Scheme:

Section 55 Referrals: Not required

Section 52 Notices: Not required

Internal Referrals:

- Engineering: Referred for comment and conditions - provided.
- Environmental Health: Not required.
- Building: A Building Permit is required due to structural work proposed.

### **Planning Assessment:**

Planning Scheme Requirements:

#### **Planning Policy Framework**

Clause 11 – Settlement

Clause 11.01 –Victoria

Clause 15 - Built Environment and Heritage

Clause 15.01 – Built Environment

Clause 15.01-2S Building Design

Clause 15.01-5S Neighbourhood Character

Clause 16 – Housing

Clause 16.01 – Residential Development

Clause 16.01-4S – Housing Affordability

Clause 16.01-3S – Housing Diversity

Clause 16.01–2S – Location of residential development

#### **Local Planning Policy Framework**

Clause 21 – Municipal Strategic Statement

**Zoning Provisions**

Clause 32.08 General Residential Zone Schedule 1 (GRZ1)

**Overlay Provisions**

None

**Particular Provisions:**

Clause 52.06 – Car Parking

- To ensure that car parking is provided in accordance with the State Planning Policy Framework and the Local Planning Policy Framework.
- To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.
- To support sustainable transport alternatives to the motor car.
- To promote the efficient use of car parking spaces through the consolidation of car parking facilities.
- To ensure that car parking does not adversely affect the amenity of the locality.
- To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

Response

Clause 52.06 requires the provision of 1 car space to be located on each newly created lot. A total of four car spaces is proposed.

**Clause 55 - ResCode Assessment – Two or More Dwellings on a Lot**

The development is required to be assessed against Clause 55 as set out below:

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| <p><b>55.02-1</b><br/><b>Neighbourhood character objectives</b><br/>To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.<br/>To ensure that the design responds to the features of the site and the surrounding area.</p>                                                                                                                                                                   | <p><b>Standard B1</b><br/>The design response must be appropriate to the neighbourhood and the site.<br/>The proposed design must respect the existing or preferred neighbourhood character and respond to the features of the site..</p>                                                                                                                                               | <p><b>✓ Complies</b><br/>The development responds to the character of the area by reflecting the style, height and type of dwellings within the Hindmarsh Ct subdivision.</p> |
| <p><b>55.02-2</b><br/><b>Residential policy objectives</b><br/>To ensure that residential development is provided in accordance with any policy for housing in the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.<br/>To support medium densities in areas where development can take advantage of public transport and community infrastructure and services.</p> | <p><b>Standard B2</b><br/>An application must be accompanied by a written statement to the satisfaction of the responsible authority that describes how the development is consistent with any relevant policy for housing in the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.</p> | <p><b>✓ Complies</b><br/>As set out above, the application complies with the planning policy framework. The required written statement has been provided.</p>                 |
| <p><b>55.02-3</b><br/><b>Dwelling diversity objective</b><br/>To encourage a range of dwelling sizes and types in developments of ten or more dwellings.</p>                                                                                                                                                                                                                                                                                                          | <p><b>Standard B3</b><br/>Developments of ten or more dwellings should provide a range of dwelling sizes and types, including:</p>                                                                                                                                                                                                                                                      | <p><b>- N/A</b><br/>Less than ten dwellings are proposed.</p>                                                                                                                 |



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|                                                                                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>▪ Dwellings with a different number of bedrooms.</li> <li>▪ At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level.</li> </ul>                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                           |
| <p><b>55.02-4</b><br/><b>Infrastructure objectives</b><br/>To ensure development is provided with appropriate utility services and infrastructure.<br/>To ensure development does not unreasonably overload the capacity of utility services and infrastructure.</p> | <p><b>Standard B4</b><br/>Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available.<br/>Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.<br/>In areas where utility services or infrastructure have little or no spare capacity, developments should provide for the upgrading of or mitigation of the impact on services or infrastructure.</p> | <p>✓ <b>Complies</b><br/>The site is serviced by the required infrastructure and the application has been informally referred to Council's Engineers who have provided comment and conditions.</p>                                                                                                                                        |
| <p><b>55.02-5</b><br/><b>Integration with the street objectives</b><br/>To integrate the layout of development with the street.</p>                                                                                                                                  | <p><b>Standard B5</b><br/>Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.<br/>Development should be oriented to front existing and proposed streets.<br/>High fencing in front of dwellings</p>                                                                                                                                                                                                                                                       | <p>✓ <b>Complies</b><br/>The development is designed to address the eastern frontage of Hindmarsh Court, with pedestrian and vehicle links to the street provided.<br/><br/>The applicant has stated a 1800mm high fence is proposed on both Hindmarsh Court frontages, however this would require separate building permit approval.</p> |

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|                                                                                                                                                                                                                    | <p>should be avoided if practicable.<br/>Development next to existing public open space should be laid out to complement the open space.</p>                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <p><b>55.03-1</b><br/><b>Street setback objective</b><br/>To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.</p> | <p><b>Standard B6</b><br/>Walls of buildings should be set back from streets the distance specified in Table B1.<br/>Porches, pergolas and verandahs that are less than 3.6 metres high and eaves may encroach not more than 2.5 metres into the setbacks of this standard.</p>                                                                                                                                                                                                                       | <p><b>Variation</b><br/>The applicant has requested a variation, stating the setback is a common standard used on the majority of current approvals. The site is on a corner, the setback should be the same as the building on the abutting allotment facing the front street. The neighbouring dwellings have an approximate setback of 4.5 to 6.5 metres, with the proposal having a setback of 4.5 metres and 5.5 metres respectively. The proposal does require a variation, however the variation is considered to be a minor variation and unlikely to impact upon the overall rhythm of the street and can be supported.</p> |
| <p><b>55.03-2</b><br/><b>Building height objectives</b><br/>To ensure that the height of buildings respects the existing or preferred neighbourhood character.</p>                                                 | <p><b>Standard B7</b><br/>The maximum building height should not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land.<br/>If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height should not exceed 9 metres, unless the slope of the natural ground level at any cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the maximum</p> | <p><b>✓ Complies</b><br/>The dwellings are respectful of the character of the area, and comply with the building height requirements within the zone.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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|                                                                                                                                                                                                                                                                                             | <p>building height should not exceed 10 metres.</p> <p>Changes of building height between existing buildings and new buildings should be graduated.</p>                                                                                                                                                                                      |                                                                                                                                                                                |
| <p><b>55.03-3</b><br/><b>Site coverage objective</b><br/>To encourage development that respects the landscape character of the neighbourhood.<br/>To encourage the retention of significant trees on the site.</p>                                                                          | <p><b>Standard B8</b><br/>The site area covered by buildings should not exceed 60 per cent.</p>                                                                                                                                                                                                                                              | <p>✓ <b>Complies</b><br/>The site coverage of buildings is 52 percent and 57.8 percent of the site respectively, which is less than the 60% allowed by the standard.</p>       |
| <p><b>55.03-4</b><br/><b>Permeability objectives</b><br/>To reduce the impact of increased stormwater run-off on the drainage system.<br/>To facilitate on-site stormwater infiltration.</p>                                                                                                | <p><b>Standard B9</b><br/>At least 20 per cent of the site should not be covered by impervious surfaces.</p>                                                                                                                                                                                                                                 | <p>✓ <b>Complies</b><br/>The site retains 20 per cent permeability, assisting in on site stormwater filtration.</p>                                                            |
| <p><b>55.03-5</b><br/><b>Energy efficiency objectives</b><br/>To achieve and protect energy efficient dwellings and residential buildings.<br/>To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.</p> | <p><b>Standard B10</b><br/>Buildings should be:</p> <ul style="list-style-type: none"> <li>▪ Oriented to make appropriate use of solar energy.</li> <li>▪ Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced.</li> </ul> <p>Living areas and private open space</p> | <p>✓ <b>Complies</b><br/>The dwellings are designed to take advantage of solar energy and living rooms and private open space areas and located to receive northern light.</p> |

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|                                                                                                                                                                                      | <p>should be located on the north side of the development, if practicable.<br/>Developments should be designed so that solar access to north-facing windows is maximised.</p>                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                        |
| <p><b>55.03-6</b><br/><b>Open space objective</b><br/>To integrate the layout of development with any public and communal open space provided in or adjacent to the development.</p> | <p><b>Standard B11</b><br/>If any public or communal open space is provided on site, it should:</p> <ul style="list-style-type: none"> <li>▪ Be substantially fronted by dwellings, where appropriate.</li> <li>▪ Provide outlook for as many dwellings as practicable.</li> <li>▪ Be designed to protect any natural features on the site.</li> <li>▪ Be accessible and useable.</li> </ul>                                | <p>- <b>N/A</b><br/>There is no communal open space requiring consideration.</p>                                                                                                                                                                                       |
| <p><b>55.03-7</b><br/><b>Safety objective</b><br/>To ensure the layout of development provides for the safety and security of residents and property.</p>                            | <p><b>Standard B12</b><br/>Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways.<br/>Planting which creates unsafe spaces along streets and accessways should be avoided.<br/>Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.<br/>Private spaces within developments</p> | <p>✓ <b>Complies</b><br/>The development is designed to provide for the safety and security of residents and property. All dwelling entrances are clearly visible from the street or internal accessways and private spaces within the development will be fenced.</p> |

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|                                                                                                                                                                                                                                                                                                                                                                                       | <p>should be protected from inappropriate use as public thoroughfares.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                          |
| <p><b>55.03-8</b><br/><b>Landscaping objectives</b><br/>To encourage development that respects the landscape character of the neighbourhood.<br/>To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance.<br/>To provide appropriate landscaping.<br/>To encourage the retention of mature vegetation on the site.</p> | <p><b>Standard B13</b><br/>The landscape layout and design should:</p> <ul style="list-style-type: none"> <li>▪ Protect any predominant landscape features of the neighbourhood.</li> <li>▪ Take into account the soil type and drainage patterns of the site.</li> <li>▪ Allow for intended vegetation growth and structural protection of buildings.</li> <li>▪ In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals.</li> <li>▪ Provide a safe, attractive and functional environment for residents.</li> </ul> <p>Development should provide for the retention or planting of trees, where these are part of the character of the neighbourhood.<br/>Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made.<br/>The landscape design should specify</p> | <p><b>✓ Complies</b><br/>There are adequate areas available on site to allow for planting which will compliment the landscape character of the area.</p> |

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|                                                                                                                                                                           | landscape themes, vegetation (location and species), paving and lighting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                          |
| <p><b>55.03-9</b><br/><b>Access objective</b><br/>To ensure the number and design of vehicle crossovers respects the neighbourhood character.</p>                         | <p><b>Standard B14</b><br/>The width of accessways or car spaces should not exceed:</p> <ul style="list-style-type: none"> <li>▪ 33 per cent of the street frontage, or</li> <li>▪ if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage.</li> </ul> <p>No more than one single-width crossover should be provided for each dwelling fronting a street.</p> <p>The location of crossovers should maximise the retention of on-street car parking spaces.</p> <p>The number of access points to a road in a Road Zone should be minimised.</p> <p>Developments must provide for access for service, emergency and delivery vehicles.</p> | <p>✓ <b>Complies</b><br/>A total of approximately 20 per cent of the frontage is taken up with vehicle crossings, which complies with the standard.</p>                                                  |
| <p><b>55.03-10</b><br/><b>Parking location objective</b><br/>To provide convenient parking for resident and visitor vehicles.<br/>To protect residents from vehicular</p> | <p><b>Standard B15</b><br/>Car parking facilities should:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p>✓ <b>Complies</b><br/>Convenient parking is provided for residents and there are no shared accessways. Adequate parking has been provided (4 spaces) in excess of the requirements of the scheme.</p> |

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| <p>noise within developments.</p>                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>▪ Be reasonably close and convenient to dwellings and residential buildings.</li> <li>▪ Be secure.</li> <li>▪ Be well ventilated if enclosed.</li> </ul> <p>Large parking areas should be broken up with trees, buildings or different surface treatments.</p> <p>Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.</p> |                                                                                                                                                                                                                                                       |
| <p><b>55.04-1</b><br/><b>Side and rear setbacks objective</b><br/>To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p> | <p><b>Standard B17</b><br/>A new building not on or within 200mm of a boundary should be set back from side or rear boundaries:</p> <ul style="list-style-type: none"> <li>▪ At least the distance specified in a schedule to the zone, or</li> <li>▪ If no distance is specified in a schedule to the zone, 1 metre, plus</li> </ul>                                                                                                                                                                                                                                                                                         | <p><b>✓ Complies</b><br/>The western boundary wall of proposed dwelling no. 1 – the closest boundary wall – is 1 metre from the western boundary, There are minor encroachments into this setback, caused by eaves and other minor encroachments.</p> |

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|                                                                                                                                                                                                                                                                  | <p>0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.</p> <p>Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes, domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5 metres into the setbacks of this standard.</p> <p>Landings having an area of not more than 2 square metres and less than 1 metre high, stairways, ramps, pergolas, shade sails and carports may encroach into the setbacks of this standard.</p> |                               |
| <p><b>55.04-2</b><br/><b>Walls on boundaries objective</b><br/>To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p> | <p><b>Standard B18</b><br/>A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary:</p> <ul style="list-style-type: none"> <li>▪ For a length of more than the distance specified in a schedule to the zone; or</li> <li>▪ If no distance is specified in a schedule to the zone, for a length of more than:</li> </ul>                                                                                                                                        | <p><b>Not applicable.</b></p> |



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|  | <ul style="list-style-type: none"><li>○ 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or</li><li>○ Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports,</li></ul> <p>whichever is the greater.</p> <p>A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property boundary.</p> <p>A building on a boundary includes a building set back up to 200mm from a boundary.</p> <p>The height of a new wall constructed on or within 200mm of a side or rear boundary or a carport constructed on or within 1 metre of a side or rear boundary should not exceed an</p> |  |
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|                                                                                                                                     | <p>average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                          |
| <p><b>55.04-3</b><br/><b>Daylight to windows objective</b><br/>To allow adequate daylight into existing habitable room windows.</p> | <p><b>Standard B19</b><br/>Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot.<br/>Walls or carports more than 3 metres in height opposite an existing habitable room window should be set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.<br/>Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.</p> | <p>✓ <b>Complies</b><br/>The required light courts have been achieved and all windows have access to the required level of daylight.</p> |
| <p><b>55.04-4</b></p>                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                          |

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| <p><b>North facing windows objective</b><br/>To allow adequate solar access to existing north-facing habitable room windows.</p>                       | <p><b>Standard B20</b><br/>If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres, for a distance of 3 metres from the edge of each side of the window. A north-facing window is a window with an axis perpendicular to its surface oriented north 20 degrees west to north 30 degrees east.</p> | <p>✓ <b>Complies</b><br/>Adequate solar access to north facing habitable room windows can be achieved.</p>                          |
| <p><b>55.04-5 Overshadowing open space objective</b><br/>To ensure buildings do not significantly overshadow existing secluded private open space.</p> | <p><b>Standard B21</b><br/>Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with minimum dimension of 3 metres, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9 am and 3 pm on 22 September.<br/>If existing sunlight to the secluded private open space of an existing dwelling is less than the requirements of this standard, the amount of sunlight</p>                                  | <p>✓ <b>Complies</b><br/>The level of overshadowing associated with the development is within the requirements of the standard.</p> |

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|                                                                                                                                                 | should not be further reduced.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                     |
| <p><b>55.04-6</b><br/><b>Overlooking objective</b><br/>To limit views into existing secluded private open space and habitable room windows.</p> | <p><b>Standard B22</b><br/>A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.<br/>A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:</p> <ul style="list-style-type: none"> <li>▪ Offset a minimum of 1.5 metres from the edge of one window to the edge of the other.</li> <li>▪ Have sill heights of at least 1.7 metres above floor level.</li> </ul> | <p>✓ <b>Complies</b><br/>Views into secluded private open space and habitable room windows are minimised by appropriate design.</p> |

|                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
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|                       | <ul style="list-style-type: none"> <li>▪ Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level.</li> <li>▪ Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent.</li> </ul> <p>Obscure glazing in any part of the window below 1.7 metres above floor level may be openable provided that there are no direct views as specified in this standard.</p> <p>Screens used to obscure a view should be:</p> <ul style="list-style-type: none"> <li>▪ Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels.</li> <li>▪ Permanent, fixed and durable.</li> <li>▪ Designed and coloured to blend in with the development.</li> </ul> <p>This standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.</p> |  |
| <p><b>55.04-7</b></p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |

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| <p><b>Internal views objective</b><br/>To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development.</p>  | <p><b>Standard B23</b><br/>Windows and balconies should be designed to prevent overlooking of more than 50 per cent of the secluded private open space of a lower-level dwelling or residential building directly below and within the same development.</p>                                                                                                                                                                                                                               | <p>✓ <b>Complies</b><br/>Internal views have been considered in the design solution and there is no internal overlooking.</p>                                                                                                                                                                                                                       |
| <p><b>55.04-8</b><br/><b>Noise impacts objective</b><br/>To contain noise sources in developments that may affect existing dwellings.<br/>To protect residents from external noise.</p> | <p><b>Standard B24</b><br/>Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.<br/>Noise sensitive rooms and secluded private open spaces of new dwellings and residential buildings should take account of noise sources on immediately adjacent properties.<br/>Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.</p> | <p>✓ <b>Complies</b><br/>Plant / condenser for a reverse cycle split system are proposed to be installed on the roof area away from bedrooms. The external walls of the proposed dwellings shall be insulated to provide a higher STC rating than building regulations, in order to buffer general noise from existing roads and other sources.</p> |
| <p><b>55.05-1</b><br/><b>Accessibility objective</b><br/>To encourage the consideration of the needs of people with limited mobility in the design of developments.</p>                 | <p><b>Standard B25</b><br/>The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with</p>                                                                                                                                                                                                                                                                                                    | <p>✓ <b>Complies</b><br/>The entries to the ground floor of the dwellings are accessible to those with limited mobility.</p>                                                                                                                                                                                                                        |

|                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                      |
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|                                                                                                                                                                        | limited mobility.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                      |
| <p><b>55.05-2</b><br/><b>Dwelling entry objective</b><br/>To provide each dwelling or residential building with its own sense of identity.</p>                         | <p><b>Standard B26</b><br/>Entries to dwellings and residential buildings should:</p> <ul style="list-style-type: none"> <li>▪ Be visible and easily identifiable from streets and other public areas.</li> </ul> <p>Provide shelter, a sense of personal address and a transitional space around the entry.</p>                                                                                                                                                                                                                         | <p>✓ <b>Complies</b><br/>All dwelling entries are clearly visible and identifiable from the street providing for a sense of identity for each dwelling. A transitional space is provided at each dwelling entry.</p> |
| <p><b>55.05-3</b><br/><b>Daylight to new windows objective</b><br/>To allow adequate daylight into new habitable room windows.</p>                                     | <p><b>Standard B27</b><br/>A window in a habitable room should be located to face:</p> <ul style="list-style-type: none"> <li>▪ An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or</li> <li>▪ A verandah provided it is open for at least one third of its perimeter, or</li> <li>▪ A carport provided it has two or more open sides and is open for at least one third of its perimeter.</li> </ul> | <p>✓ <b>Complies</b><br/>All habitable room windows face an outdoor space of the required dimensions, allowing light into habitable rooms.</p>                                                                       |
| <p><b>55.05-4</b><br/><b>Private open space objective</b><br/>To provide adequate private open space for the reasonable recreation and service needs of residents.</p> | <p><b>B28</b><br/>A dwelling or residential building should have private open space of an area and dimensions specified in the schedule to</p>                                                                                                                                                                                                                                                                                                                                                                                           | <p>✓ <b>Complies</b><br/>The proposed development has been provided with the minimum 60 square metres of private open space with 40 square metres of the space secluded with a minimum</p>                           |

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|                                                                                                                                                                               | <p>the zone.<br/>If no area or dimensions are specified in the schedule to the zone, a dwelling or residential building should have private open space consisting of:</p> <ul style="list-style-type: none"> <li>▪ An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or</li> <li>▪ A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or</li> <li>▪ A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room.</li> </ul> | <p>dimension of 3 metres and is therefore in accordance with the standard.</p>                                                        |
| <p><b>Clause 55.05-5</b><br/><b>Solar Access to Open Space</b><br/>To allow solar access into the secluded private open space of new dwellings and residential buildings.</p> | <p><b>Standard B29</b><br/>The private open space should be located on the north side of the dwelling or residential building, if appropriate.</p> <ul style="list-style-type: none"> <li>▪ The southern boundary of secluded private open space should be set</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>✓ <b>Complies</b><br/>The private open space of each proposed dwelling is located on the north side of each proposed dwelling.</p> |



|                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                         |
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|                                                                                                                                                    | back from any wall on the north of the space at least (2+0.9h) metres, where 'h' is the height of the wall.                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                         |
| <p><b>Clause 55.05-6<br/>Storage</b><br/>To provide adequate storage facilities for each dwelling.</p>                                             | <p><b>Standard B30</b><br/>Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.</p>                                                                                                                                                                                                                                                                                                                         | <p>✓ <b>Complies</b><br/>The appropriate storage areas have been provided in accordance with the standard.</p>                                                                                                                                                                                                          |
| <p><b>Clause 55.06-1<br/>Design Detail</b><br/>To encourage design detail that respects the existing or preferred neighbourhood character.</p>     | <p><b>Standard B31</b><br/>The design of buildings, including:</p> <ul style="list-style-type: none"> <li>▪ Façade articulation and detailing,</li> <li>▪ Window and door proportions,</li> <li>▪ Roof form, and</li> <li>▪ Verandahs, eaves and parapets, should respect the existing or preferred neighbourhood character.</li> </ul> <p>Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.</p> | <p>✓ <b>Complies</b><br/>The proposed development is a modern interpretation of the neighbourhood character and is articulated with the use of different materials and colours. Window proportion, roof form, and parapets are sympathetic to the neighbourhood and are also consistent with surrounding character.</p> |
| <p><b>Clause 55.06-2<br/>Front Fences</b><br/>To encourage front fence design that respects the existing or preferred neighbourhood character.</p> | <p><b>Standard B32</b><br/>The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.<br/>A front fence within 3 metres of a street should not exceed:</p> <ul style="list-style-type: none"> <li>▪ Streets in a Road Zone, Category 1: 2 metres.</li> </ul>                                                                                                                               | <p><b>X Does Not Comply</b><br/>The applicant has stated a 1800mm high fence is proposed on both Hindmarsh Court frontages, however this would require separate building permit approval.</p>                                                                                                                           |

|                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                        |
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|                                                                                                                                                                                                                                                                          | Other streets: 1.5 metres.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                        |
| <p><b>Clause 55.06-3</b><br/><b>Common Property</b><br/>To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.<br/>To avoid future management difficulties in areas of common ownership.</p> | <p><b>B33</b><br/>Development should clearly delineate public, communal and private areas.<br/> <ul style="list-style-type: none"> <li>▪ Common property, where provided, should be functional and capable of efficient management.</li> </ul> </p>                                                                                                                                                                                                                                                                                                                                                | <p>- <b>N/A</b><br/>There is no common property proposed.</p>                                                                                          |
| <p><b>Clause 55.06-4</b><br/><b>Site Services</b><br/>To ensure that site services can be installed and easily maintained.<br/>To ensure that site facilities are accessible, adequate and attractive.</p>                                                               | <p><b>B34</b><br/>The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically.<br/>Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.<br/>Bin and recycling enclosures should be located for convenient access by residents.<br/>Mailboxes should be provided and located for convenient access as required by Australia Post.</p> | <p>✓ <b>Complies</b><br/>Clothes drying areas and mailboxes are proposed as a part of this development, and adequate space exists for bin storage.</p> |
|                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                        |

### **Clause 56 – Subdivision**

This is an application to subdivide the dwellings such that the dwellings will exist on separate titles. In this case there is no need to assess the application against the provisions of Clause 56 as issues in relation to amenity, both on and off site, have been considered via the Clause 55 assessment, as has neighbourhood character.

### **General Provisions**

Clause 65 – Decision Guidelines, states that:-

*“Because a permit can be granted does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause”.*

The decision guidelines relevant to this application are stated within Clause 65.01 of the Hindmarsh Planning Scheme – Approval of an application or plan.

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:

- The matters set out in Section 60 of the Act.
- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.
- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.

It is considered that the application complies with the relevant decision guidelines as outlined.

### **Discussion:**

The application has been assessed against the Planning Policy Framework and the Local Planning Policy Framework, and it is considered that the proposed use is consistent with relevant policies contained within this section of the Hindmarsh Planning Scheme.

**Strategic, Statutory and Procedural Requirements:**

The proposal is consistent with the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

**Report to Council:**

The Coordinator Planning and Development advises that all obligations of Council (strategic, statutory and procedural) have been addressed and discharged in this planning application.

**Processing Times:**

The application was received on 07 June 2018. The report is being presented to Council for approval at its meeting on 24 October 2018 (85 days). The statutory processing time requirements of the Planning and Environment Act 1987 have not been satisfied in this instance.

**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 – Shane Power, Director Infrastructure Services

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

Author – Andre Dalton, Coordinator Planning and Development

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

**RECOMMENDATION:**

***That Council approves an application for the construction of two (2) dwellings and a two (2) lot subdivision on Lot 7 PS510238, 2 Hindmarsh Ct Nhill subject to the following conditions:***

**Endorsed Plans**

- 1. The location and design of the development as shown on the endorsed plans shall not be altered or modified, whether or not in order to comply with any statute or statutory rule or local law or any other reason without the written consent of the Responsible Authority.***

**Amenity**

2. ***The construction of the alterations to the dwelling must be managed so that the amenity of the area is not detrimentally affected through the:***
  - (a) ***Transport of materials, goods or commodities to or from the land;***
  - (b) ***Appearance of any buildings, works or materials;***
  - (c) ***Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, or oil;***
  - (d) ***Presence of vermin; or***
  - (e) ***In any other way.***
3. ***The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area.***
4. ***All loading and unloading of vehicles and delivery of goods to and from the premises must occur on site.***

#### **Engineering Conditions**

5. ***Vehicle crossings:***
  - (a) ***A Consent to Works Permit must be obtained from Council's Engineering Department prior to any works commencing on the site.***
  - (b) ***Standard designs/drawings of vehicle crossings shall be provided to the applicant and can be obtained from Council's Engineering Department.***
6. ***To ensure adequate drainage the applicant shall:***
  - (a) ***Provide plans showing stormwater catchment runoff from the proposed lots drains towards Hindmarsh Court and does not affect neighboring properties.***
  - (b) ***Plans in condition (6a) shall be submitted to Council for approval before construction.***

#### **Landscaping**

7. ***Prior to the Occupancy Permit being issued for the buildings hereby permitted, landscaping works as shown on the endorsed plans must be completed to the satisfaction of the Responsible Authority.***
8. ***The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.***

#### **General**

9. ***Provision must be made on the land for the storage of waste and recycling bins in a location that is not visible from the street to the satisfaction of the***

***Responsible Authority.***

**Subdivision**

**10. *Amended plans required***

***Before the plan of subdivision is certified under the Subdivision Act 1988, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application/other specified plans but modified to show:***

- (a) *A Functional Layout Plan in accordance with Council's standard requirements;***
- (b) *Any changes to the layout of the subdivision as identified by the Functional Layout Plan.***

**11. *The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.***

**12. *All existing and proposed easements and sites for existing and required utility services and roads must be set aside in favour of the relevant authority for which the easement or site is to be created on the plan of subdivision submitted for certification under the Subdivision Act 1988.***

**13. *The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities and electricity, gas and telecommunication services to each lot shown on the endorsed plan in accordance with the authorities' requirements and relevant legislation at the time.***

**14. *The owner of the land must enter into an agreement with:***

- (a) *A telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and***
- (b) *A suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate***

*that the land is in an area where the National Broadband Network will not be provided by optical fibre.*

**15. Time for Starting and Completion - Subdivision**

*This permit will expire if:*

- (a) The plan of subdivision is not certified within 2 years of the date of this permit; or*
- (b) A Statement of Compliance is not issued within 5 years of the certification of the plan of subdivision.*

*The Responsible Authority may extend the time associated with (a) above if a request is made in writing before the permit expires or within six months afterwards. The timeframe associated with (b) above cannot be extended under the Subdivision Act 1988.*

**16. Time for Commencement and Completion – Development**

*This permit will expire if one of the following circumstances applies:*

- (a) The development is not started within two years of the date of this permit.*
- (b) The development is not completed within four years of the date of this permit.*

*The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or:*

- (c) Within six months afterwards for commencement, or*
- (d) Within twelve months afterwards for completion.*

**Notes:**

- (1) This permit is not a Building Permit. Please consult a Building Surveyor and ensure a Building Permit is obtained.*
- (2) A copy of this permit and endorsed plans must be provided to all builders and contractors who are to work on site so they are aware of the conditions to which this approval is subject.*
- (3) Approval must be obtained from Council's Engineering Department (Phone: 03 5391 4444) for the construction or alteration of any vehicle crossings prior to the commencement of any works on the site.*
- (4) The use of the land for any purpose not specified in this permit may require the further consent of the Responsible Authority.*

**MOVED: Crs R Gersch/R Lowe**

***That Council approves an application for the construction of two (2) dwellings and a two (2) lot subdivision on Lot 7 PS510238, 2 Hindmarsh Ct Nhill subject to the following conditions:***

**Endorsed Plans**

- 1. The location and design of the development as shown on the endorsed plans shall not be altered or modified, whether or not in order to comply with any statute or statutory rule or local law or any other reason without the written consent of the Responsible Authority.***

**Amenity**

- 2. The construction of the alterations to the dwelling must be managed so that the amenity of the area is not detrimentally affected through the:***
  - (a) Transport of materials, goods or commodities to or from the land;***
  - (b) Appearance of any buildings, works or materials;***
  - (c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, or oil;***
  - (d) Presence of vermin; or***
  - (e) In any other way.***
- 3. The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area.***
- 4. All loading and unloading of vehicles and delivery of goods to and from the premises must occur on site.***

**Engineering Conditions**

- 5. Vehicle crossings:***
  - (a) A Consent to Works Permit must be obtained from Council's Engineering Department prior to any works commencing on the site.***
  - (b) Standard designs/drawings of vehicle crossings shall be provided to the applicant and can be obtained from Council's Engineering Department.***
- 6. To ensure adequate drainage the applicant shall:***
  - (a) Provide plans showing stormwater catchment runoff from the proposed lots drains towards Hindmarsh Court and does not affect neighboring properties.***
  - (b) Plans in condition (6a) shall be submitted to Council for approval before construction.***



**Landscaping**

7. ***Prior to the Occupancy Permit being issued for the buildings hereby permitted, landscaping works as shown on the endorsed plans must be completed to the satisfaction of the Responsible Authority.***
8. ***The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.***

**General**

9. ***Provision must be made on the land for the storage of waste and recycling bins in a location that is not visible from the street to the satisfaction of the Responsible Authority.***

**Subdivision**

10. ***Amended plans required***

***Before the plan of subdivision is certified under the Subdivision Act 1988, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application/other specified plans but modified to show:***

- (a) ***A Functional Layout Plan in accordance with Council's standard requirements;***
  - (b) ***Any changes to the layout of the subdivision as identified by the Functional Layout Plan.***
11. ***The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.***
  12. ***All existing and proposed easements and sites for existing and required utility services and roads must be set aside in favour of the relevant authority for which the easement or site is to be created on the plan of subdivision submitted for certification under the Subdivision Act 1988.***
  13. ***The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities and electricity,***

**gas and telecommunication services to each lot shown on the endorsed plan in accordance with the authorities' requirements and relevant legislation at the time.**

**14. The owner of the land must enter into an agreement with:**

- (a) A telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and**
- (b) A suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.**

**15. Time for Starting and Completion - Subdivision**

***This permit will expire if:***

- (a) The plan of subdivision is not certified within 2 years of the date of this permit; or**
- (b) A Statement of Compliance is not issued within 5 years of the certification of the plan of subdivision.**

***The Responsible Authority may extend the time associated with (a) above if a request is made in writing before the permit expires or within six months afterwards. The timeframe associated with (b) above cannot be extended under the Subdivision Act 1988.***

**16. Time for Commencement and Completion – Development**

***This permit will expire if one of the following circumstances applies:***

- (a) The development is not started within two years of the date of this permit.**
- (b) The development is not completed within four years of the date of this permit.**

***The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or:***

- (c) Within six months afterwards for commencement, or**
- (d) Within twelve months afterwards for completion.**

**Notes:**

- (1) This permit is not a Building Permit. Please consult a Building Surveyor and**

***ensure a Building Permit is obtained.***

- (2) A copy of this permit and endorsed plans must be provided to all builders and contractors who are to work on site so they are aware of the conditions to which this approval is subject.***
- (3) Approval must be obtained from Council's Engineering Department (Phone: 03 5391 4444) for the construction or alteration of any vehicle crossings prior to the commencement of any works on the site.***
- (4) The use of the land for any purpose not specified in this permit may require the further consent of the Responsible Authority.***

**CARRIED**

*Attachment: 5*

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**10.3 APPLICATION FOR PLANNING PERMIT 1593-2018 – USE AND DEVELOPMENT OF LAND (INCLUDING BUILDINGS AND WORKS) FOR THE CONSTRUCTION OF A SERVICE STATION – LOT 1 PS148340 - 31 ELLERMAN ST DIMBOOLA**

|                               |                                                                                                                                                         |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Responsible Officer:</b>   | Director Infrastructure Services                                                                                                                        |
| <b>File:</b>                  | Planning – Applications                                                                                                                                 |
| <b>Assessment:</b>            | 21480                                                                                                                                                   |
| <b>Applicant:</b>             | Turken Kumru – Aksara Pty Ltd                                                                                                                           |
| <b>Owner:</b>                 | Elisabeth Creasey                                                                                                                                       |
| <b>Subject Land:</b>          | Lot 1 PS148340 – 31 Ellerman St Dimboola                                                                                                                |
| <b>Proposal:</b>              | Use & Development of Land (Including Buildings and Works) for the construction of a service station                                                     |
| <b>Zoning &amp; Overlays:</b> | General Residential Zone – Schedule 1 (GRZ1);<br>Environmental Significance Overlay Schedule 6 (ESO6) –<br>Catchments of Wetlands of Conservation Value |
| <b>Attachments:</b>           | Attachment 6 – Site plans, and elevations numbered P-00 to P-03 Revision A dated 30/08/2018<br>Attachment 7 – Objections / submissions                  |

**Summary:**

This report recommends that Council issues a Notice of Decision to approve planning permit application 1593-2018 to use and develop land (including buildings and works) to construct a service station at Lot 1 PS148340, 31 Ellerman Street, Dimboola.

**Background:**

On 19 July 2018, a planning permit application to use and develop land (including buildings and works) to construct a service station at Lot 1 PS148340, 31 Ellerman Street, Dimboola was lodged for assessment on a site currently used as a takeaway premises – known as ‘The Desert Edge’ Café. The existing café utilises a building formerly used as a petrol station, which was closed in the late 1990’s. Clause 63.06 of the Hindmarsh Planning Scheme – Expiration of Existing Use Rights, states “An existing use right expires if either:

- The use has stopped for a continuous period of 2 years, or has stopped for two or more periods which together total 2 years in any period of 3 years.
- In the case of a use which is seasonal in nature, the use does not take place for 2 years in succession”.

Having regard to the above, the land does not enjoy existing use rights for a service station, however, the café was approved on 05 May 2011 (Permit 1286-2011).

**Proposal Details:**

The proposal seeks to use and develop land (including buildings and works) to construct a service station, with café, convenience store services, store room, seating area, fuel dispensers (bowsers), diesel pump, illuminated signage, and associated car parking areas. The application has been described as an ‘upgrade’ to an existing service station; however,

as the site does not enjoy existing rights for the use, this application seeks permission to commence a new use and development of the land for this purpose.

**Requirement for Permit:**

A planning permit is triggered for this application pursuant to the following clauses of the Hindmarsh Planning Scheme:

- Clause 32.08-3 of the General Residential Zone – Schedule 1 a permit is required to use and develop land (including buildings and works) for a service station. The site must either:
  - Adjoin a commercial zone or industrial zone.
  - Adjoin, or have access to, a road in a Road Zone.
- The site must not exceed either:
  - 3000 square metres.
  - 3600 square metres if it adjoins on two boundaries a road in a Road Zone.

The proposal accords with these conditions, with the site being 1811m<sup>2</sup> in area, and is accessed by two appropriately zoned roads.

Pursuant to Clause 42.01-2 - Environmental Significance Overlay Schedule 6 (ESO6) – Catchments of Wetlands of Conservation Value, a permit is required to:

- Construct a building or construct or carry out works. This does not apply if a schedule to this overlay specifically states that a permit is not required. Schedule 6 of the ESO does not exempt this requirement.

**Definitions:**

Pursuant to Clause 73.03 of the Planning Scheme a ‘service station’ is defined as:

*“Land used to sell motor vehicle fuel from bowsers, and lubricants. It may include the:*

- a) selling of motor vehicle accessories or parts;*
- b) selling of food, drinks and other convenience goods;*
- c) hiring of trailers;*
- d) servicing or washing of motor vehicles; and*
- e) installing of motor vehicle accessories or parts”.*

**Restrictive Covenant or Section 173 Agreement:**

The subject site is not burdened by a Restrictive Covenant or Section 173 Agreement.

**Cultural Heritage Management Plan (CHMP):**

The construction of a service station on this site is exempt from requiring a CHMP pursuant the Aboriginal Heritage Regulations 2007, as the Aboriginal Cultural Heritage Overlay does not affect this land.

**Subject site & locality:**

The subject site is known as 31 Ellerman Street Dimboola, and is currently occupied by the ‘Desert Edge’ café, in a building formerly used as a service station. The surrounding properties are primarily residential in nature, with the majority of dwellings within the area

being single storey and brick veneer or weatherboard. The site to the immediate south – 29 Ellerman Street, currently has two dwellings under construction on the site, and is the subject of a separate planning application to subdivide the land into two (2) lots – refer to permit application 1599-2018. The site is located approximately 670 metres east of the Dimboola Post Office.

The proposal does not impact on any existing native vegetation and no native vegetation is proposed to be removed.

**Public Notification:**

Section 52 of the Planning and Environment Act 1987 prescribes the requirements relating to giving notice as such:

***s52 Notice of application***

*(2) Unless the responsible authority requires the applicant to give notice, the responsible authority must give notice of an application in a prescribed form—*

- (b) to the owners (except persons entitled to be registered under the **Transfer of Land Act 1958** as proprietor of an estate in fee simple) and occupiers of allotments or lots adjoining the land to which the application applies unless the responsible authority is satisfied that the grant of the permit would not cause material detriment to any person.*

The application is not exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act and pursuant to Section 52 of the Planning and Environment Act 1987 the following forms of advertising were undertaken:

- Notices were sent to owners and occupiers of adjoining land;
- A3 sign(s) was/were placed on the land on 31 July 2018; and
- A notice was placed in The Dimboola Banner newspaper on the 1 August 2018.

Three objections and one letter of support for the proposal have been lodged with Council. An applicant / objector meeting was held at Council offices on 21 September 2018. This meeting was attended by the applicant's representative, Council Officers, and objectors. Following the meeting, two of the three objections were withdrawn following advice from the applicant that conditions would be met.

1. Additional Safety features including a vapour recovery system, a HAZMAT box, an emergency stop button, CCTV cameras and security, extra lighting and sensor lighting;
2. Sealed driveways for dust reduction;
3. Truck refills and commercial deliveries to occur within business hours;
4. Liaison with Council and police in the event of an increase in anti-social behavior;

5. Measures to decommission the existing tank contingent upon existing conditions, and installation of the new tank as per EPA standards;
6. Installation of new lines and bowsers;
7. Signage within existing boundary;
8. Relocation of diesel pump to middle of driveway; and
9. Submission of amended plans to respond to VicRoads requirements.

The objections and supporting submission can be summarised as follows (see attachment 7):

| Objection                                                                    | Planning Comment                                                                                                                                                                                                                                                   |
|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Age of underground tanks causing potential contamination                  | <b>Agreed.</b> Relevant planning conditions can be applied to any planning permit to address this issue.                                                                                                                                                           |
| 2. Competitive threat / job loss                                             | <b>Not a valid planning matter.</b> Commercial interest and competition is not considered under the Planning and Environment Act 1987.                                                                                                                             |
| 3. Impact on economy                                                         | <b>Not a valid planning consideration.</b> Commercial interest and competition is not considered under the Planning and Environment Act 1987.                                                                                                                      |
| 4. 24 hour operation of proposal causing potential for anti-social behavior  | <b>Objection Withdrawn.</b> The applicant has agreed to measures to mitigate the potential of anti-social behavior caused by this proposal. Refer to point number 1 above.                                                                                         |
| 5. The site is not suitable for large trucks and will create traffic issues. | <b>Noted.</b> Relevant planning conditions can be applied to any planning permit to address this issue, and it is considered that with the application of appropriate conditions, this matter can be mitigated. It is further submitted that the site is suitable. |
| 6. Noise impacts                                                             | <b>Agreed.</b> Relevant planning conditions can be applied to any planning permit to address this issue, and have been recommended by the EPA.                                                                                                                     |

| Supporting Statement                                                                    | Planning Comment                                                                         |
|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| 7. The concept is attractive.                                                           | <b>Noted.</b> It is considered the proposal will improve the visual amenity of the area. |
| 8. The 24-hour operation will increase the security level of the surrounding residents. | <b>Noted.</b> Refer to Planning Comment 1.                                               |

**Referrals:**

External Referrals/Notices Required by the Planning Scheme:

Section 55 Referrals: VicRoads – No objection, responded with conditions.

Section 52 Notices: EPA – initial concern – no objection – responded with recommended conditions  
Wimmera Catchment Management Authority – no objection – responded with suggested annotation.  
DELWP – Did not respond.

Internal Referrals:

- Engineering: Responded with conditions.
- Environmental Health: Did not respond.
- Building: A Building Permit is required, due to structural work proposed.
- Tourism & Economic Development: Responded supporting proposal.

**Planning Assessment:**

Planning Scheme Requirements:

**Planning Policy Framework**

- Clause 11 - Settlement
- Clause 11.01-1R Settlement - Wimmera Southern Mallee
- Clause 11.01- Victoria
- Clause 11.03-6S Regional and local places
- Clause 13 - Environmental Risks and Amenity
- Clause 13.05 - Noise
- Clause 13.07 – Amenity
- Clause 15.01-2S - Building design
- Clause 15.01 Built Environment
- Clause 15.01-5S Neighbourhood character
- Clause 15.02 - Sustainable Development



Clause 17 - Economic Development  
Clause 17.01-1R - Diversified economy - Wimmera Southern Mallee  
Clause 17.01- Employment  
Clause 17.02 - Commercial  
Clause 19 - Infrastructure  
Clause 19.03-4S - Stormwater

### **Local Planning Policy Framework**

Clause 21 - Municipal Strategic Statement

### **Zoning Provisions**

Clause 32.08 - General Residential Zone Schedule 1 (GRZ1)

### **Overlay Provisions**

Clause 42.01 - Environmental Significance Overlay Schedule 6 (ESO6) – Catchments of Wetlands of Conservation Value

### **Particular Provisions:**

#### Clause 52.05 - Signs

The purpose of this clause is:

- To regulate the development of land for signs and associated structures.
- To ensure signs are compatible with the amenity and visual appearance of an area, including the existing or desired future character.
- To ensure signs do not contribute to excessive visual clutter or visual disorder.
- To ensure that signs do not cause loss of amenity or adversely affect the natural or built environment or the safety, appearance or efficiency of a road.

#### Response

An assessment of the signage proposed within this application indicates compliance with this clause. The signage is not considered to be intrusive in nature, having regard to the following:

1. VicRoads has not objected to the signage;
2. The signage will not contribute to excessive visual clutter; and
3. The signage will not detrimentally impact on the amenity of the locality.

Given the previous use of the site as a service station, it is considered that the proposed signage will increase the visual amenity of the area.

#### Clause 52.06 – Car Parking

The purpose of this clause is:

- To ensure that car parking is provided in accordance with the State Planning Policy Framework and the Local Planning Policy Framework.
- To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.
- To support sustainable transport alternatives to the motor car.
- To promote the efficient use of car parking spaces through the consolidation of car parking facilities.
- To ensure that car parking does not adversely affect the amenity of the locality.
- To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

### Response

Clause 52.06 requires the provision of car parking spaces in accordance with Table 1 of the Clause. In this instance, 'service station' is not specified. Therefore, where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority.

In this instance, and given the nature of previous uses on the site, it is considered that car parking provision on the site is adequate.

### **General Provisions**

Clause 65 – Decision Guidelines, states that:

*"Because a permit can be granted does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause".*

The decision guidelines relevant to this application are stated within Clause 65.01 of the Hindmarsh Planning Scheme – Approval of an application or plan.

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:

- The matters set out in Section 60 of the Act.
- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.

- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.
- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.

It is considered that the application complies with the relevant decision guidelines as outlined.

**Discussion:**

The application has been assessed against the Planning Policy Framework and the Local Planning Policy Framework, and it is considered that the proposed use is consistent with relevant policies contained within this section of the Hindmarsh Planning Scheme.

**Strategic, Statutory and Procedural Requirements:**

The proposal is consistent with the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

As there is an outstanding objection, the potential for an appeal to be lodged at VCAT exists, therefore Council can only issue a Notice of Decision. An appeal period of 21 days exists for the objector to lodge an appeal at VCAT after the Notice of Decision is issued. Should no appeal at VCAT be lodged, a permit can be issued after this period expires.

**Report to Council:**

The Coordinator Planning and Development advises that all obligations of Council (strategic, statutory and procedural) have been addressed and discharged in this planning application.

**Processing Times:**

The application was received on 19 July 2018. The report is being presented to Council for approval at its meeting on 24 October 2018 (96 days). The statutory processing time requirements of the Planning and Environment Act 1987 have not been satisfied in this instance.

**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 – Shane Power, Director Infrastructure Services

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

Author – Andre Dalton, Coordinator Planning and Development

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

**RECOMMENDATION:**

***That Council issues a Notice of Decision to approve an application for the Use and Development of Land (including Buildings and Works) for a service station on Lot 1 PS148340 - 31 Ellerman St Dimboola subject to the following conditions:***

**Amended Plans Required**

1. ***Before the use and/or development start(s), amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application (received by Council on 19 July 2018 but modified to show:***
  - (a) ***A schedule of construction materials, external finishes and colours.***
  - (b) ***A landscape plan prepared by a landscape architect or a suitably qualified or experienced person, in accordance with Condition 8.***

**Amenity**

2. ***The construction of the alterations to the dwelling must be managed so that the amenity of the area is not detrimentally affected through the:***
  - (f) ***Transport of materials, goods or commodities to or from the land;***
  - (g) ***Appearance of any buildings, works or materials;***
  - (h) ***Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, or oil;***
  - (i) ***Presence of vermin; or***
  - (j) ***In any other way.***
3. ***The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area.***

4. ***All loading and unloading of vehicles and delivery of goods to and from the premises must occur on site.***

#### **Car Parking / Engineering**

5. ***Crossovers are to be installed by qualified contractors at the applicants cost as per VicRoads conditions and Infrastructure Design Manual (IDM) Standard. Standard design drawings can be obtained from Council's Engineering Department. The crossovers are to be constructed to conform to existing drainage conditions and councils proposed Ellerman Street and High Street kerb and channel construction project.***
6. (a) ***The applicant shall engage a suitably qualified engineer to design a sealed hardstand area on all proposed vehicle pathways and parking areas in accordance with the IDM. Those areas that have an existing seal shall be resealed as a minimum. The hardstand area shall be designed so as to not increase drainage runoff through neighbouring properties. The design, including drainage, vehicle paths and parking shall be submitted to council for approval.***
- (b) ***The applicant shall at their cost, engage a suitably qualified contractor to construct the design as produced in condition 5(a) in accordance with the IDM.***

#### **Parking Signs**

7. ***Signage to the satisfaction of the Responsible Authority must be provided directing drivers to the area(s) set aside for car parking and must be located and maintained to the satisfaction of the Responsible Authority. The area of each sign must not exceed 0.3 square metres.***

#### **Landscaping**

8. ***Before the development starts, a landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions. The landscaping plan must be generally in accordance with the the site plan dated 30 August 2018 prepared by Aksara Pty Ltd. The plan must show:***
  - (a) ***Details of surface finishes of pathways and driveways;***
  - (b) ***A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and***

- quantities of each plant;*
- (c) *Landscaping and planting within all open areas of the site; and*
- (d) *An appropriate irrigation system.*

**Completion of Landscaping**

9. *Prior to the commencement of the use and development hereby permitted, landscaping works as shown on plans to be endorsed must be completed to the satisfaction of the Responsible Authority.*

**Landscaping Maintenance**

10. *The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.*

**Management/ Supervision of Premises**

11. *At all times during the operation of the use, there must be present on the premises a person over the age of 18 years who is responsible for ensuring that the activities on the premises and the conduct of persons attending the premises do not have a detrimental impact on the amenity of the locality to the satisfaction of the Responsible Authority (referred to in this permit as ‘the manager’).*

*The manager must be authorised by the operator under this permit to make statements at any time on his/her behalf to any officer of the Responsible Authority and of the Victoria Police to take action on his/her behalf in accordance with a direction by such officer.*

**Security Alarms**

12. *All security alarm sirens or similar siren devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a security service.*

**Loudspeakers**

13. *No external sound amplification equipment or loudspeakers are to be used for the purpose of announcement, broadcast, playing of music or similar purpose.*

**Soundproofing of Plant and Equipment**

14. ***All external plant and equipment must be acoustically treated or placed in soundproof housing to reduce noise to a level satisfactory to the Responsible Authority.***

**Regular Waste Removal**

15. ***All waste material not required for further on-site processing must be regularly removed from the site. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.***

**Control of Light Spill**

16. ***External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the Responsible Authority. Additional lighting and CCTV coverage is to be provided to 54A Upper Regions Street, Dimboola, to the satisfaction of the Responsible Authority.***

**Tidy Site**

17. ***The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area.***

**Exposed Storage**

18. ***Goods, equipment or machinery must not be stored or left exposed in a position that can be seen from the street.***

**Provision and storage of garbage**

19. ***Provision must be made on the land for the storage of garbage and other solid waste. This area must be graded and drained and screened from public view to the satisfaction of the Responsible Authority.***

**Loading/ Delivery Times**

20. ***Deliveries to and from the site (including waste collection and fuel delivery) must only take place between:***

***7am and 8pm Monday to Friday.***

***7am and 6pm Saturdays***

***9am and 6pm Sundays or Public Holidays.***

**Signs Not to be Altered**

21. *The location and details of the sign(s), including those of the supporting structure, as shown on the endorsed plans, must not be altered without the written consent of the Responsible Authority.*

**Protection of Amenity – Signage**

22. *The glare, reflection or illumination from the sign must not reflect so as to affect the safety, appearance or efficiency of a road.*

**Light Emissions**

23. *The sign lighting must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on adjoining land.*

**Sign Maintenance**

24. *The sign(s) must be constructed and maintained to the satisfaction of the Responsible Authority.*

**No Bunting**

25. *Bunting, streamers, flags, wind vanes or festooning must not be displayed.*

**No Wrecking or Panel Beating**

26. *Panel beating, spray painting and vehicle wrecking must not be carried out on the site and no vehicle wrecks or parts there from must not be stored on the site.*

**Dangerous Goods**

27. *Dangerous goods must be installed, kept and handled in compliance with the Dangerous Goods Act 1985 and its subordinate legislation, particularly the Dangerous Goods (Storage and Handling) Regulations 2000.*

**Occupational Health & Safety Compliance**

28. *The applicant must submit full details detailing compliance with AS/NZS 1596-2008: Storage and handling of LP Gas, to the Major Hazards & Engineering Branch of the Health & Safety Organisation.*

**LPG Compliance Occupational Health & Safety**

29. *Storage of liquefied petroleum gas (LP Gas) and its associated facilities must*



*be installed, kept and operated in compliance with AS/NZS 1596-2008: Storage and handling of LP gas.*

**LPG Filling Hours**

30. *The filling of the liquefied petroleum gas storage tanks must not occur before 7:00am or after 9:00pm.*

**VicRoads**

31. *Prior to the occupation of the building and works hereby approved, upgraded access crossovers and associated works must be provided and available for use to the satisfaction of the Responsible Authority (RA) and at no cost to the RA or the Roads Corporation (VicRoads).*
32. *The detailed construction drawings of all crossovers, including swept path analysis for the largest potential accessing vehicle, must be approved by VicRoads prior to the access roadworks starting. The access points should be designed, together with the provision of appropriated signs to restrict movements as follows:*
- *Southern crossover on Horsham Road (Ellerman Street) is for entry only.*
  - *Northern crossover on Horsham Road is for exit and left turn only.*
  - *Western crossover on High Street is for exit and left turn only. This crossover should be relocated approximately 8 metres east to allow for on-site parking beside the boundary fence.*
33. *The crossover on High Street that is closest to the roundabout shall be removed and the area reinstated to the satisfaction of, and at no cost to the RA or VicRoads prior to the commencement of use.*
34. *Vehicles must enter and exit the land in a forward direction at all times.*
35. *The luminance of the advertising sign must be such that it does not give a veiling luminance to the driver, of greater than 0.25 cd/m<sup>2</sup>, throughout the driver's approach to the advertising sign.*
36. *The advertising sign must be installed within the property boundary only.*

**Environment Protection Authority**

37. *Effective noise levels from the use of the premises must not exceed the recommended levels as set out in Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011) or as amended.*

38. ***Displaced petrol fumes must be collected with a vapour recovery system.***
39. ***Odours offensive to the senses of human beings must not be discharged, emitted or released beyond the boundaries of the premises.***
40. ***A secondary containment system must be provided for liquids which if spilt are likely to cause pollution or pose an environmental hazard, in accordance with the EPA Publication 347.1 Bunding Guidelines 2015 or as amended.***
41. ***Surface water discharge from the premises must not be contaminated with waste.***
42. ***Pollution control devices must be installed to prevent the transportation of waste to the environment and stormwater system.***
43. ***All tanks must be decommissioned by suitably qualified professionals, as outlined in EPA Publication 888.4 Underground Petroleum Storage Systems (UPSSs) 2015 or as amended and the Australian Standards referenced therein.***
44. ***Petroleum storage tanks must be designed, installed and operated in accordance with the Guidelines on the Design, Installation and Management Requirements for Underground Petroleum Storage Systems (UPSSs) (EPA Publication No. 888.4, August 2015).***
45. ***Time for Commencement and Completion***

***This permit will expire if one of the following circumstances applies:***

- (a) ***The development is not started within two years of the date of this permit.***
- (b) ***The development is not completed within four years of the date of this permit.***

***The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or:***

- (a) ***Within six months afterwards for commencement, or***
- (b) ***Within twelve months afterwards for completion.***

**Notes:**

- (1) ***This permit is not a Building Permit. Please consult a Building Surveyor and ensure a Building Permit is obtained.***
- (2) ***A copy of this permit and endorsed plans must be provided to all builders and contractors who are to work on site so they are aware of the conditions to which this approval is subject.***

- (3) Approval must be obtained from Council's Engineering Department (Phone: 03 5391 4444) for the construction or alteration of any vehicle crossings prior to the commencement of any works on the site.**
- (4) The use of the land for any purpose not specified in this permit may require the further consent of the Responsible Authority.**
- (5) No work must be commenced in, on, under or over the road reserve without having first obtaining all necessary approval under the Road Management Act 2004 or regulations created under this Act.**
- (6) The process for UPSS removal or decommissioning should be done in accordance with Section 6 of the Guidelines on the Design, Installation and Management Requirements for Underground Petroleum Storage Systems (UPSSs) (EPA Publication No. 888.4, August 2015). This includes ensuring that an assessment of the environmental condition of the site is conducted by a competent and experienced environmental assessor and managing any contamination which may remain following removal or decommissioning of the UPSS.**
- (7) EPA Publication 1670 Victorian underground petroleum storage systems: A guide to preventing and managing leaks and spills, 2018 provides guidance for duty holders regarding ongoing management of UPSSs as well as the requirements and obligations under the Environment Protection Act 1970.**
- (8) The 1% AEP flood is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 1% AEP flood, may occur in the future.**

**MOVED: Crs T Schneider/R Lowe**

**That Council issues a Notice of Decision to approve an application for the Use and Development of Land (including Buildings and Works) for a service station on Lot 1 PS148340 - 31 Ellerman St Dimboola subject to the following conditions:**

**Amended Plans Required**

- 1. Before the use and/or development start(s), amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application (received by Council on 19 July 2018 but modified to show:**

- (a) A schedule of construction materials, external finishes and colours.**
- (b) A landscape plan prepared by a landscape architect or a suitably qualified or experienced person, in accordance with Condition 8.**

**Amenity**

- 2. The construction of the alterations to the dwelling must be managed so that the amenity of the area is not detrimentally affected through the:**
  - (a) Transport of materials, goods or commodities to or from the land;**
  - (b) Appearance of any buildings, works or materials;**
  - (c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, or oil;**
  - (d) Presence of vermin; or**
  - (e) In any other way.**
- 3. The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area.**
- 4. All loading and unloading of vehicles and delivery of goods to and from the premises must occur on site.**

**Car Parking / Engineering**

- 5. Crossovers are to be installed by qualified contractors at the applicants cost as per VicRoads conditions and Infrastructure Design Manual (IDM) Standard. Standard design drawings can be obtained from Council's Engineering Department. The crossovers are to be constructed to conform to existing drainage conditions and councils proposed Ellerman Street and High Street kerb and channel construction project.**
- 6. (a) The applicant shall engage a suitably qualified engineer to design a sealed hardstand area on all proposed vehicle pathways and parking areas in accordance with the IDM. Those areas that have an existing seal shall be resealed as a minimum. The hardstand area shall be designed so as to not increase drainage runoff through neighbouring properties. The design, including drainage, vehicle paths and parking shall be submitted to council for approval.**
- (b) The applicant shall at their cost, engage a suitably qualified contractor to construct the design as produced in condition 5(a) in accordance with the IDM.**

**Parking Signs**

7. ***Signage to the satisfaction of the Responsible Authority must be provided directing drivers to the area(s) set aside for car parking and must be located and maintained to the satisfaction of the Responsible Authority. The area of each sign must not exceed 0.3 square metres.***

**Landscaping**

8. ***Before the development starts, a landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions. The landscaping plan must be generally in accordance with the the site plan dated 30 August 2018 prepared by Aksara Pty Ltd. The plan must show:***
- (a) Details of surface finishes of pathways and driveways;***
  - (b) A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;***
  - (c) Landscaping and planting within all open areas of the site; and***
  - (d) An appropriate irrigation system.***

**Completion of Landscaping**

9. ***Prior to the commencement of the use and development hereby permitted, landscaping works as shown on plans to be endorsed must be completed to the satisfaction of the Responsible Authority.***

**Landscaping Maintenance**

10. ***The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.***

**Management/ Supervision of Premises**

11. ***At all times during the operation of the use, there must be present on the premises a person over the age of 18 years who is responsible for ensuring that the activities on the premises and the conduct of persons attending the premises do not have a detrimental impact on the amenity of the locality to the satisfaction of the Responsible Authority (referred to in this permit as 'the manager').***

***The manager must be authorised by the operator under this permit to make statements at any time on his/her behalf to any officer of the Responsible Authority and of the Victoria Police to take action on his/her behalf in accordance with a direction by such officer.***

#### **Security Alarms**

12. ***All security alarm sirens or similar siren devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a security service.***

#### **Loudspeakers**

13. ***No external sound amplification equipment or loudspeakers are to be used for the purpose of announcement, broadcast, playing of music or similar purpose.***

#### **Soundproofing of Plant and Equipment**

14. ***All external plant and equipment must be acoustically treated or placed in soundproof housing to reduce noise to a level satisfactory to the Responsible Authority.***

#### **Regular Waste Removal**

15. ***All waste material not required for further on-site processing must be regularly removed from the site. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.***

#### **Control of Light Spill**

16. ***External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the Responsible Authority. Additional lighting and CCTV coverage is to be provided to 54A Upper Regions Street, Dimboola, to the satisfaction of the Responsible Authority.***

#### **Tidy Site**

17. ***The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area.***

#### **Exposed Storage**

18. ***Goods, equipment or machinery must not be stored or left exposed in a position that can be seen from the street.***

**Provision and storage of garbage**

19. ***Provision must be made on the land for the storage of garbage and other solid waste. This area must be graded and drained and screened from public view to the satisfaction of the Responsible Authority.***

**Loading/ Delivery Times**

20. ***Deliveries to and from the site (including waste collection and fuel delivery) must only take place between:***

***7am and 8pm Monday to Friday.***

***7am and 6pm Saturdays***

***9am and 6pm Sundays or Public Holidays.***

**Signs Not to be Altered**

21. ***The location and details of the sign(s), including those of the supporting structure, as shown on the endorsed plans, must not be altered without the written consent of the Responsible Authority.***

**Protection of Amenity – Signage**

22. ***The glare, reflection or illumination from the sign must not reflect so as to affect the safety, appearance or efficiency of a road.***

**Light Emissions**

23. ***The sign lighting must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on adjoining land.***

**Sign Maintenance**

24. ***The sign(s) must be constructed and maintained to the satisfaction of the Responsible Authority.***

**No Bunting**

25. ***Bunting, streamers, flags, wind vanes or festooning must not be displayed.***

**No Wrecking or Panel Beating**

26. ***Panel beating, spray painting and vehicle wrecking must not be carried out on the site and no vehicle wrecks or parts there from must not be stored on the site.***

**Dangerous Goods**

27. ***Dangerous goods must be installed, kept and handled in compliance with the Dangerous Goods Act 1985 and its subordinate legislation, particularly the Dangerous Goods (Storage and Handling) Regulations 2000.***

**Occupational Health & Safety Compliance**

28. ***The applicant must submit full details detailing compliance with AS/NZS 1596-2008: Storage and handling of LP Gas, to the Major Hazards & Engineering Branch of the Health & Safety Organisation.***

**LPG Compliance Occupational Health & Safety**

29. ***Storage of liquefied petroleum gas (LP Gas) and its associated facilities must be installed, kept and operated in compliance with AS/NZS 1596-2008: Storage and handling of LP gas.***

**LPG Filling Hours**

30. ***The filling of the liquefied petroleum gas storage tanks must not occur before 7:00am or after 9:00pm.***

**VicRoads**

31. ***Prior to the occupation of the building and works hereby approved, upgraded access crossovers and associated works must be provided and available for use to the satisfaction of the Responsible Authority (RA) and at no cost to the RA or the Roads Corporation (VicRoads).***
32. ***The detailed construction drawings of all crossovers, including swept path analysis for the largest potential accessing vehicle, must be approved by VicRoads prior to the access roadworks starting. The access points should be designed, together with the provision of appropriated signs to restrict movements as follows:***
- ***Southern crossover on Horsham Road (Ellerman Street) is for entry only.***
  - ***Northern crossover on Horsham Road is for exit and left turn only.***
  - ***Western crossover on High Street is for exit and left turn only. This crossover should be relocated approximately 8 metres east to allow for on-site parking***



*beside the boundary fence.*

33. *The crossover on High Street that is closest to the roundabout shall be removed and the area reinstated to the satisfaction of, and at no cost to the RA or VicRoads prior to the commencement of use.*
34. *Vehicles must enter and exit the land in a forward direction at all times.*
35. *The luminance of the advertising sign must be such that it does not give a veiling luminance to the driver, of greater than 0.25 cd/m<sup>2</sup>, throughout the driver's approach to the advertising sign.*
36. *The advertising sign must be installed within the property boundary only.*

**Environment Protection Authority**

37. *Effective noise levels from the use of the premises must not exceed the recommended levels as set out in Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011) or as amended.*
38. *Displaced petrol fumes must be collected with a vapour recovery system.*
39. *Odours offensive to the senses of human beings must not be discharged, emitted or released beyond the boundaries of the premises.*
40. *A secondary containment system must be provided for liquids which if spilt are likely to cause pollution or pose an environmental hazard, in accordance with the EPA Publication 347.1 Bunding Guidelines 2015 or as amended.*
41. *Surface water discharge from the premises must not be contaminated with waste.*
42. *Pollution control devices must be installed to prevent the transportation of waste to the environment and stormwater system.*
43. *All tanks must be decommissioned by suitably qualified professionals, as outlined in EPA Publication 888.4 Underground Petroleum Storage Systems (UPSSs) 2015 or as amended and the Australian Standards referenced therein.*
44. *Petroleum storage tanks must be designed, installed and operated in accordance with the Guidelines on the Design, Installation and Management Requirements for Underground Petroleum Storage Systems (UPSSs) (EPA Publication No. 888.4, August 2015).*
45. **Time for Commencement and Completion**

*This permit will expire if one of the following circumstances applies:*

- (a) The development is not started within two years of the date of this permit.*
- (b) The development is not completed within four years of the date of this permit.*

*The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or:*

- (a) Within six months afterwards for commencement, or*
- (b) Within twelve months afterwards for completion.*

**Notes:**

- (1) This permit is not a Building Permit. Please consult a Building Surveyor and ensure a Building Permit is obtained.*
- (2) A copy of this permit and endorsed plans must be provided to all builders and contractors who are to work on site so they are aware of the conditions to which this approval is subject.*
- (3) Approval must be obtained from Council's Engineering Department (Phone: 03 5391 4444) for the construction or alteration of any vehicle crossings prior to the commencement of any works on the site.*
- (4) The use of the land for any purpose not specified in this permit may require the further consent of the Responsible Authority.*
- (5) No work must be commenced in, on, under or over the road reserve without having first obtaining all necessary approval under the Road Management Act 2004 or regulations created under this Act.*
- (6) The process for UPSS removal or decommissioning should be done in accordance with Section 6 of the Guidelines on the Design, Installation and Management Requirements for Underground Petroleum Storage Systems (UPSSs) (EPA Publication No. 888.4, August 2015). This includes ensuring that an assessment of the environmental condition of the site is conducted by a competent and experienced environmental assessor and managing any contamination which may remain following removal or decommissioning of the UPSS.*
- (7) EPA Publication 1670 Victorian underground petroleum storage systems: A guide to preventing and managing leaks and spills, 2018 provides guidance for duty holders regarding ongoing management of UPSSs as well as the requirements and obligations under the Environment Protection Act 1970.*

- (8) *The 1% AEP flood is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 1% AEP flood, may occur in the future.*

**CARRIED**

Attachment: 6 & 7

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|-----------------------------------------|
| <b>11. REPORTS REQUIRING A DECISION</b> |
|-----------------------------------------|

**11.1 CONSIDERATION OF ANNUAL REPORT 2017/18**

**Responsible Officer:** Director Corporate & Community Services  
**Attachment Number:** 8

**Introduction:**

The purpose of this report is to present the 2017/18 Annual Report for consideration by Council.

**Discussion:**

Council has a statutory responsibility under the *Local Government Act 1989* (the Act) to prepare an Annual Report in respect of each financial year, containing a report on its operations, audited performance statement, audited financial statements and any other matter required by the Local Government Planning and Reporting Regulations.

Council's Annual Report for the year ended 30 June 2018 has been prepared and forwarded to the Minister for Local Government in accordance with the Act, by the due date 30 September 2018. The Annual Report provides a comprehensive overview of Council's activities for the period 1 July 2017 to 30 June 2018, including achievements in respect of a range of projects, services and assets managed and financial performance for the year ended 30 June 2018, for which the Auditor-General has provided unqualified audit opinions on the financial and performance statements. The report is intended as a point of reference for Council, staff, residents, shire businesses, community organisations and government departments.

Under section 134 of the *Local Government Act 1989*, Council must consider the Annual Report at a meeting open to the public as soon as practicable but within the time required by the regulations, after the Council has sent the annual report to the Minister. The term 'consider' is specifically used in the Act. The meeting must be advertised at least 14 days prior in a public notice stating when the annual report will be discussed and the place from which copies of the annual report can be obtained before the meeting.

Notice of the preparation of the Annual Report and its consideration at the Council meeting on Wednesday 24 October 2018 was published in the Nhill Free Press 3 October 2018, Dimboola Banner on Wednesday 10 October 2018, Rainbow Jeparit Argus on Thursday 11 October 2018 as well as on Council's website and Facebook page. The public notice advised that copies of the Annual Report could be inspected at Council's customer services centres and on Council's website.

**Options:**

It is recommended that Council considers and notes the Annual Report 2017/18.

**Link to Council Plan:**

4.6 An organisation that takes its risk management responsibilities seriously and embeds a culture of risk management throughout the organisation.

**Financial Implications:**

No implications.

**Risk Management Implications:**

Management of Council's legislative responsibilities in a timely manner will minimise Council's exposure to adverse impacts, improve effectiveness and generate efficiencies.

**Conflict of Interest:**

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

Author & Officer Responsible: Monica Revell, Director Corporate & Community Services  
In providing this advice as the Author & Officer Responsible, I have no interests to disclose.

**Communications Strategy:**

Public notice of the preparation of the Annual Report was given in accordance with the *Local Government Act 1989*.

Electronic copies of Council's Annual Report will be made available on Council's website and in hard copy at Customer service centres within the Shire.

**RECOMMENDATION:**

***That having considered the Annual Report 2017/18 as presented, Council notes the report.***

***MOVED: Crs R Gersch/D Nelson***

***That having considered the Annual Report 2017/18 as presented, Council notes the report.***

**CARRIED**

*Attachment: 8*

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**11.2 FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2018**

**Responsible Officer:** Director of Corporate and Community Services  
**Attachment number:** 9

**Introduction:**

The Financial Report for the first quarter of 2018/19 financial year has been prepared, including explanations of variances where applicable, and is presented for the information of Council.

**RECOMMENDATION:**

*That Council notes the Financial Report as presented.*

**MOVED: Crs D Colbert/T Schneider**

*That Council notes the Financial Report as presented.*

**CARRIED**

*Attachment: 9*

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**11.3 COUNCIL PLAN 2017-2021 PROGRESS REPORT**

**Responsible Officer:** Director Corporate and Community Services  
**Attachment:** 10

Discussion to be held during the meeting regarding the status of the 2017/2018 strategic actions in the council plan 2017-2021.

**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 & Author: Monica Revell, Director Corporate & Community Services  
In providing this advice as the Officer Responsible, I have no interests to disclose.

**RECOMMENDATION:**

***That Council notes the report.***

**MOVED: Crs T Schneider/R Lowe**

***That Council notes the report.***

**CARRIED**

*Attachment: 10*

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## 11.4 NHILL TOWN COMMITTEE - ALLOCATION OF FUNDS

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

**Attachment Number:** 11

### **Introduction:**

This report seeks support from Council to approve the allocation of funds from the Nhill Town Committee for the cost of refurbishing street Christmas decorations.

In accordance to the limitations and conditions specified in the Schedule, item 6 of the Instrument of Delegation to the Nhill Town Committee dated 1 November 2017, the Nhill Town Committee seeks support from Council to enter into an agreement exceeding its limit of \$2,000.

### **Discussion:**

At its meeting on Monday 17 September 2018, the Nhill Town Committee agreed to pay for the cost of the refurbishment of its street Christmas decorations at a cost of \$4,520.00 (excl GST).

Section 7, item 4 of the Nhill Town Committee minutes from 17 September 2018 (attached) outline the costs of the refurbishment of the street Christmas decorations.

The Nhill Town Committee has sufficient funds to pay for the refurbishment of the street Christmas decorations.

### **Link to Council Plan:**

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 recreation facilities.

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**

There are no financial implications.

### **Risk Management Implications**

There are no risk management implications.

### **Conflict of Interest:**

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

Author: Phil King, Manager Economic and Community Development Manager.



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

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

**Communications Strategy:**

The Nhill Town Committee will receive formal notification within 14 days of the Council meeting.

**Options:**

1. Council can support the request of this report to approve the Nhill Town Committee allocation of funds for the refurbishment of street Christmas decorations.
2. Council can decline the request of this report and suggest to the Nhill Town Committee to identify another project where the funds can be allocated to.

**RECOMMENDATION:**

***That Council agrees to the request from the Nhill Town Committee to spend \$4,520 (excl GST) for the refurbishment of street Christmas decorations.***

***MOVED: Crs R Gersch/R Lowe***

***That Council agrees to the request from the Nhill Town Committee to spend \$4,520 (excl GST) for the refurbishment of street Christmas decorations.***

**CARRIED**

*Attachment: 11*

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**11.5 REQUEST FOR CO-FUNDING FOR INSTALLATION OF A NEW BOAT LAUNCHING PONTOON ON THE WIMMERA RIVER AT DIMBOOLA ROWING CLUB**

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

**Introduction:**

This report seeks financial support for a project to install a new boat launching pontoon on the Wimmera River at Dimboola Rowing Club

**Discussion:**

Dimboola Rowing Club has requested Council's financial support to assist with the replacement of the existing boat launching ramp on the river at their Club facility, with a new boat launching pontoon.

The original ramp which is well past its use by date will be replaced with a new marine grade aluminium sub structure on moulded flotation modules with self-cleaning decking panels. The cost for the supply and installation of the new structure is approximately \$130,000 ex GST. The installation of concrete abutments to secure the two walkways and other costs such as Barengi Gadjin Land Council project supervision and provision of signage bring the total project cost to approximately \$138,000 ex GST.

At the meeting held on 15 August 2018, Council moved that a decision be deferred on a financial contribution towards the Dimboola Boat Launching Pontoon Project.

Further discussion has been held with Wimmera Catchment Management Authority, who have informed Council they can commit \$80,000 towards the project.

The Dimboola Rowing Club has confirmed that they will be able to contribute a cash contribution of \$20,000.

Dimboola Rowing Club will also contribute in-kind support in excess of \$5,000 towards the installation of the new boat launching pontoon. The in-kind support for the project will include the removal of the existing timber ramp and concrete piers (Petschel Earthmoving and Club members).

The Dimboola Rowing Club will meet on Monday 22 October 2018 to discuss increasing their contribution to cover the short fall of \$13,000. Council will be notified verbally at the Council meeting of the Rowing Club decision.

It is requested that Council provides a contribution of \$25,000 towards the project to install a fishing pontoon on the Wimmera River.

Council's contribution would be allocated from recurrent ledger 30104 - Council Contribution to Grant Funded Projects.

The new boat launching pontoon will provide easier, safer access to the river for Dimboola Rowing Club members during training and for many more users engaged in rowing competition during the Dimboola Rowing Regatta, which has been staged annually for more than a century.

Members of Dimboola Warreguka Inc. (Dragon Boat Club) will also benefit from this project, with the installation of a new boat launching pontoon making it easier to get the heavy dragon boats in to the water.

Additionally, the new boat launching pontoon will provide further access to the water for visitors to the Recreation Reserve and adjacent Riverside Holiday Park.

**Link to Council & Community Plans:**

It is expected that the Boat Launching Pontoon will further promote the Wimmera River as a destination for both locals and tourists alike, an objective identified in both the Dimboola Precinct Plan 2016 and the Hindmarsh Shire Recreation Strategy 2016. The installation of a Boat Launching Pontoon will also align with objectives identified in the Council Plan 2017-2021

**Strategic Objectives:**

- 1.3 A community that is physically active with access to a wide range of leisure, sporting and recreational activities.
- 2.1.4 Enhance river and lakes environment to support informal recreation and social interaction (subject to funding)
- 3.2 A thriving tourism industry
- 3.2.2 Promote and continue to develop our tourism facilities.

**Financial Implications:**

Council has a budget allocation of \$50,000 for 2018/19 in 30104 - Council Contribution to Grant Funded Projects.

**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:**

Council to ensure contractor induction is completed prior to installation and appropriate

safety signage is installed on the pontoon.

**Communications Strategy**

Media release detailing project collaboration between Rowing Club, WCMA and Council

**RECOMMENDATION:**

***That Council contributes \$25,000 towards the Boat Launching Pontoon Project in Dimboola, subject to any funding shortfall being met by the Dimboola Rowing Club.***

***MOVED: Crs D Nelson/T Schneider***

***That Council contributes \$25,000 towards the Boat Launching Pontoon Project in Dimboola, subject to any funding shortfall being met by the Dimboola Rowing Club.***

**CARRIED**

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**12. SPECIAL COMMITTEES**

**12.1 NHILL TOWN COMMITTEE**

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

**Attachment:** 11

**Introduction:**

The Nhill Town Committee held its general meeting on 17 September 2018. The purpose of this report is to note the minutes from this meeting and appoint members of the committee. 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 17 September 2018.***

***MOVED: Crs R Lowe/T Schneider***

***That Council notes the minutes of the Nhill Town Committee meeting held on 17 September 2018.***

**CARRIED**

***Attachment: 11***

|                         |
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| <b>13. LATE REPORTS</b> |
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### **13.1 ALBACUTYA BRIDGE OPTIONS**

**Responsible Officer:** Director Infrastructure Services

**Introduction:**

The Albacutya Bridge crossing Outlet Creek north of Rainbow, has a number of structural deficiencies that prevent heavy loads exceeding 15 tonnes from its use. This report presents a number of options to provide adequate infrastructure to support local agriculture and mining businesses.

**Discussion:**

Approximately 54 metres in length, the Albacutya Bridge is a single lane bridge spanning Outlet Creek north of Rainbow. The bridge is of a concrete in situ construction dating to circa 1920. The bridge has been subject to regular condition monitoring since 2012. A structural assessment of the bridge conducted in 2015 revealed accelerated signs of deterioration in multiple components of the structure resulting in a 15 tonne load limit being applied.

Since the findings of structural deficiencies, Council has considered a number of options to ensure adequate infrastructure is in place to service the local agriculture and mining businesses requiring crossing of Outlet Creek.

At its meeting 20 April 2016, Council considered three options to construct a new (replacement) structure:

- Single 4.0m lane bridge estimated at a cost of \$2.5M;
- Single 5.4m lane bridge estimated at a cost of \$2.7M-\$2.8M; and
- Dual 7.0m-8.0m lane bridge estimated at a cost of \$3.3M.

Council, on the 20 April 2016, resolved to:

*“commence the design process for a new dual lane bridge that will cross Outlet Creek at Albacutya.”*

Council has since submitted applications to multiple funding programs in an effort to secure funding to construct a dual lane bridge estimated at \$3.3M. Council has been successful in obtaining \$300,000 through the *Local Roads to Market Program* in 2017, however has been unsuccessful in obtaining any funds through Commonwealth programs such as the *Building Better Regions Program*. Council in its 2016/2017 budget set aside \$816,000 for the purposes of co-contribution requirements of potential funding agreements. This amount remains available.

Officers have been made aware of State Government's *Agriculture Infrastructure and Jobs Fund*, which invites submissions for funding up to a maximum of \$1M without the requirement of co-contribution.

Pending Council's decision, officers intend on lodging an application under this program for the amount of \$1M to fund alternative infrastructure options to that of a dual lane replacement bridge. If successful, officers believe the funding agreement will be required to be executed prior to the caretaker period for the State Government.

The proposed alternative option is to strengthen the existing structure using polymer reinforced fibre technology such as carbon fibre. The strengthening of the existing bridge is intended to provide for continued access for a further 50 to 100 years to Higher Mass Limit (HML) vehicles including B-Double trucks.

In addition to the strengthening of the existing bridge, it is proposed to construct a culvert crossing in alignment with the existing bypass road. The culvert crossing is likely to consist of multiple concrete box type cells with a sealed concrete deck with a minimum lane width of 7 metres, and designed to withstand flood waters associated with one every ten year events. It is further proposed to strengthen and seal approximately 900 metres of pavement that services the current bypass route.

The proposed culvert crossing will provide a structurally adequate dual lane crossing of a standard to accommodate agricultural machinery. Strengthening the bridge will provide for an alternative route in times of flood. To ensure longevity of the bridge, officers recommend considering restricting the bridge to lower load limits which could be removed when the culvert crossing is in flood.

Should Council elect to strengthen the existing bridge and construct a culvert crossing, it should be noted that opportunities remain for Council to continue to seek funding to construct a replacement structure of a dual lane capacity.

**Options:**

If successful in obtaining an additional \$1M from its application to the State Government's *Agriculture Infrastructure and Jobs Fund*, Council can:

1. Proceed with design options for the strengthening of the existing Albacutya Bridge and the design of a culvert crossing (and associated road infrastructure) at Outlet Creek (This option will prioritise strengthening the bridge. Remaining funds from the anticipated budget of \$2.116M will be used to construct the culvert to the highest standard possible, including sealing of roads);
2. Continue to seek funding arrangements for a dual lane bridge and decommission the existing Albacutya Bridge; and/or
3. Fund the short fall of approximately \$1.5M to construct a dual lane bridge and decommission the existing Albacutya Bridge.

**Link to Council Plan:**

Strategic Objective 2.1 Well maintained physical assets and infrastructure to meet community and organisational needs.

**Financial Implications:**

It is anticipated that the strengthening of the existing Albacutya Bridge and the construction of a culvert crossing will total approximately \$2,116,000.

Council currently has a carry forward budget allocation of \$816,000 and has a commitment from the State government of a further \$300,000 from its successful application to the Local Roads to Market Program. If successful, Council will receive \$1M without the requirement of contributing further funds to satisfy grant conditions.

**Risk Management Implications:**

There is a risk that Council will not obtain sufficient funds in future to construct the community preferred option of a dual lane bridge. The alternative proposal to construct a culvert crossing and strengthen the existing structure provides an acceptable service level to agricultural and mining businesses.

**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 and Author Responsible – Shane Power, Director Infrastructure Services  
In providing this advice as the Officer and Author Responsible, I have no disclosable interests in this report.

**Communications Strategy:**

The community will be informed of Council's decision and will continue to be consulted throughout any construction period.

**Next Steps:**

Pending the outcome of the application to the *Agriculture Infrastructure and Jobs Fund*, officers will tender for design services for the strengthening of the existing Albacutya Bridge and the design of a culvert crossing (and associated road infrastructure) at Outlet Creek. Both projects would then proceed to construction.

**RECOMMENDATION:**

***That Council (if successful in its application to the Agriculture Infrastructure and Jobs Fund) proceeds with design options for the strengthening of the existing Albacutya Bridge and the design of a culvert crossing (and associated road infrastructure) at Outlet Creek, Rainbow and subsequent construction within a budget of up to \$2.116M.***

**MOVED: Crs T Schneider/D Nelson**



***That Council suspends standing orders***

**CARRIED**

Standing orders suspended at 3:49pm.

***MOVED: Crs R Gersch/R Lowe***

***That Council resumes standing orders***

**CARRIED**

Standing orders resumed at 4:03pm.

***MOVED: Crs R Gersch/R Lowe***

***That Council (if successful in its application to the Agriculture Infrastructure and Jobs Fund) proceeds with design options for the strengthening of the existing Albacutya Bridge and the design of a culvert crossing (and associated road infrastructure) at Outlet Creek, Rainbow and subsequent construction within a budget of up to \$2.116M.***

**CARRIED**

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**14. OTHER BUSINESS**

***MOVED: Crs R Gersch/T Schneider***

***That Council writes to GWM Water:***

- 1. Thanking them for their visit to Council briefing 24 October 2018;***
- 2. Requesting that they review their pricing structure regarding recreation and sporting water for Hindmarsh Shire. While this request would be long term, our immediate concern is the dry conditions we are having and the impact on our volunteer groups;***
- 3. Requesting that they also investigate other water means.***

**CARRIED**

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**15. 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.

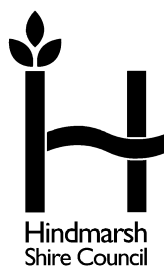
No confidential reports.

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| <b>16. MEETING CLOSE</b> |
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There being no further business, Cr R Ismay declared the meeting closed at 4:39pm.

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**MINUTES OF THE SPECIAL MEETING OF HINDMARSH SHIRE COUNCIL HELD AT COUNCIL CHAMBERS, 92 NELSON STREET, NHILL, ON WEDNESDAY 7 NOVEMBER 2018, COMMENCING AT 4:00PM.**

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**AGENDA**

**1. Appointment of Temporary Chair**

**2. Acknowledgement of Opening Prayer**

**3. Apologies**

**4. Declaration by Councillors of any conflict of 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.

**5. Reports requiring a decision**

5.1 Council applications to the Building Better Regions Fund

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**6. Meeting Close**

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**Present:**

Crs R Ismay, R Gersch, D Nelson, D Colbert, T Schneider, R Lowe

**In Attendance:**

Mr Greg Wood, (Chief Executive Officer), Ms Monica Revell (Director Corporate and Community Services), Mr Shane Power (Director Infrastructure Services), Ms Shelley Gersch (Executive Assistant)

**1. APPOINTMENT OF TEMPORARY CHAIR**

The Chief Executive Officer called the meeting to order. The office of the previous Mayor (and Deputy Mayor) expired at 6:00am on the morning of the Statutory Meeting. It is necessary to appoint a Councillor to be temporary chair. Clause 6(6)(b) of Part 2 of Hindmarsh Meeting Procedure and Local Law No 1 of 2014 provides that *“Council may appoint a Councillor as acting Chair”*.

**Chief Executive Officer to seek nominations for temporary chair.**

Cr R Gersch nominated Cr R Ismay.

There being no further nominations, G Wood declared Cr R Ismay elected as temporary chair.

**2. ACKNOWLEDGMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER**

Cr R Ismay acknowledged the Indigenous Community and recited the Opening Prayer.

**3. APOLOGIES**

No apologies

**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.

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## 5. REPORTS REQUIRING A DECISION

### 5.1 COUNCIL APPLICATIONS TO BUILDING BETTER REGIONS FUND

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

In accordance with section 89(4) of the Local Government Act, a council must give public notice seven days before an ordinary or special meeting of the council is held. If it cannot comply with subsection (4), it must specify the urgent or extraordinary circumstances which prevented the council from complying in the minutes.

This matter is urgent preventing Council from giving the required notice before holding this meeting. The urgency is because new information has only recently become available and Council needs to make a decision in sufficient time to allow applications to the Building Better Regions Fund to be finalised prior to the closing date of 5:00pm Thursday 15 November 2018.

#### **Introduction:**

This report seeks support from Council for the submission of two grant applications to round 3 of the Federal Government's Building Better Regions Fund – Infrastructure Stream, and financial contributions towards the following projects:

- Wimmera River Discovery Trail
- Destination Rainbow

The Wimmera River Discovery Trail project will incorporate the establishment of a multiuse trail along the Wimmera River corridor between Dimboola and Lake Hindmarsh and the creation of important visitor nodes at Dimboola and Jeparit.

Destination Rainbow will see the restoration of sections of the Heritage Listed Yurunga Homestead and reconstruction of the Yurunga Coach House combined with the development and installation of appropriate wayfinding signage for the Hindmarsh Heritage Trail that will promote historic and heritage based attractions in Dimboola, Jeparit, Nhill and Rainbow of which Yurunga at Rainbow is an integral asset.

#### **Discussion:**

- Wimmera River Discovery Trail

Officers were considering submitting separate grant applications for projects in Dimboola and Jeparit, but as funding of \$400,000 has been allocated from the Victorian Government to the Wimmera Southern Mallee Regional Partnership who has subsequently allocated the funds towards the Wimmera River Discovery Trail project, it is recommended that the projects be merged.

The Wimmera River Discovery Trail has been a Council priority since 2016 and has recently been selected as a top three priority project in the Grampians RDV Region Cycling and Trails Infrastructure Business and Masterplan (September 2018).

The Wimmera River Discovery Trail will provide local residents and visitors to the region with a rich environmental, cultural and historic experience while the visitor nodes in Dimboola and Jeparit will provide integral starting / finishing / wayfinding points.

The Dimboola visitor node will be based at the rear of the soon to be constructed Dimboola Library and will include the landscaping of the community space that will showcase local indigenous culture and history. New amenities that provide all ability toilets, showers and secure bike storage will be included.

The Dimboola visitor node will provide a direct link to Dimboola's main business district and the Wimmera River Discovery Trail as well existing walking trails that connect the Wimmera River, Riverside Holiday Park, Dimboola Recreation Reserve, and Wimmera River

The Jeparit visitor node will be located at the locally known Jeparit swimming hole that is adjacent to the Jeparit Caravan Park. This is a popular area for local residents and visitors. The existing river bank stability infrastructure will be redeveloped to enable easier and safer access to the river and improve the aesthetics of the area. This will provide easier and safer river access alongside an existing picnic / BBQ area and provide a welcome rest area / overnight stop along the trail.

Through the merger of these projects, the estimated total project cost is \$1.2M, which will require a contribution of \$200,000 from Council.

Budget for the Wimmera River Discovery project is as follows;

|                                             |                    |
|---------------------------------------------|--------------------|
| Building Better Regions Infrastructure Fund | \$600,000          |
| Regional Development Victoria               | \$400,000          |
| Hindmarsh Shire Council                     | \$200,000          |
| <b>TOTAL</b>                                | <b>\$1,200,000</b> |

As this project is based in areas classified as Outer Regional, the funding ratio will be \$1:\$1.

- Destination Rainbow

This project will see the completion of major renovation work at Rainbow's Yurunga Homestead and Coach House.

Work will include the restoration of the north side veranda of the homestead and although some reparatory works to the coach house were carried out in early 2018 to prevent the total collapse of the building, a complete restoration is now required to restore it back to its original condition. Works will include the reconstruction of the buildings stone walls, installation of windows and doors, installation of timber flooring and reconstruction of the 'lean too'.

Yurunga is one of Council's main and most northerly heritage based tourism assets and therefore an integral component of the Hindmarsh Shire Heritage Drive.

This project will link Yurunga and other heritage based tourism assets through the installation of new wayfinding signage across the shire.

Budget for the Destination Rainbow project is as follows;

|                                             |                  |
|---------------------------------------------|------------------|
| Building Better Regions Infrastructure Fund | \$135,000        |
| Hindmarsh Shire Council                     | \$45,000         |
| <b>TOTAL</b>                                | <b>\$180,000</b> |

As this project will be based in an area classified as Remote, the funding ratio will be \$3:\$1.

**Link to Council Plan:**

|                          |                                                                                                                   |
|--------------------------|-------------------------------------------------------------------------------------------------------------------|
| 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 recreation facilities. |
| 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:**

Council requires a contribution of **\$245,000** towards the Building Better Regions Infrastructure Stream projects as outlined in this report. The following provides details on Capital Works programs where these funds can be allocated from.

At the Council meeting on 3 October 2018, Council moved to allocate \$240,000 in the 2018/2019 budget to meet the funding requirements in its application to the Fixing Country Roads Project. Council has been notified that they were successful in obtaining funding to the amount of \$980,000 (\$803,667 State contribution & \$176,333 Council contribution). As there is a balance of \$63,667 available from Council's contribution, this report seeks Council's support to allocate the available funds to the Building Better Regions Fund grant applications.

To assist in meeting the shortfall in funding requirements for the Building Better Regions grant applications it is proposed to defer a section of the Elgin Street Reconstruction Project and the Greig/McKenzie Road Gravel Renewal Project from Council's 2018/2019 capital works program.

The Elgin Street Nhill Reconstruction Project involves renewing the pavement, bitumen surface and construction of drainage infrastructure. The scope of the Elgin Street project extends between Davis Avenue and Young Street in Nhill, the area which services Hindmarsh Shire Council offices, State Emergency Services (SES), Nhill Bowls Club, Nhill Post Office, Country Fire Authority and the residence at 1 Young Street.

The proposed works include a contribution from the SES for asphaltting the section of the laneway at the rear of their shed. Council is yet to receive a contribution from SES. With this in mind it is proposed to defer part of the project to the 2019/2020 budget process. It is proposed that Council proceed to asphalt the section from Davis Avenue to the Council office carpark.

Budgeted at \$104,448, it is proposed to allocate \$26,651 from the Elgin Street Project as a contribution to the Building Better Regions Fund grant applications.



The Greig/McKenzie Road Antwerp Gravel Renewal Project is budgeted at \$154,682 and involves re-sheeting approximately 3.6 kilometres of unsealed road with a 100mm limestone overlay on Greig and McKenzie Roads. Located in salt plains, the works require treatments such as geotextile fabric underlay to retain pavement moisture and extend pavement life. With this in mind, it is proposed to defer this project to the 2019/2020 budget process providing officers more time to investigate treatment options.

**Summary of Council allocations**

|                                            |                  |
|--------------------------------------------|------------------|
| Fixing Country Roads Project               | \$63,667         |
| Elgin Street Reconstruction Project        | \$26,651         |
| Greig/McKenzie Gravel Road Renewal Project | \$154,682        |
| <b>TOTAL</b>                               | <b>\$245,000</b> |

**Risk Management Implications:**

Comprehensive project budgets and risk management plans will be completed for submission with both grant applications.

**Conflict of Interest:**

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

Author: Phil King, Manager Economic and Community Development Manager.  
In providing this advice as the Author, I have no interests to disclose.

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

**Communications Strategy:**

In the event of either or both grant applications being approved, an appropriate communications strategy will be developed.

**Options:**

1. Council can allocate funds as detailed in the Financial Implications and for the submission of either or both grant applications.
2. Council not support the allocation of funds and submission of the grant applications for either or both projects.
3. Council support the allocation of funds from an alternative source and submission of the grant applications.

**RECOMMENDATION:**

**That Council:**

1. ***Submits Building Better Regions Grant applications for Wimmera River Discovery Trail, \$600k (subject to confirmation of Victorian state contribution of \$400,000 - project cost \$1.2M) and Destination Rainbow, \$135k (project cost \$180k)***

2. **Allocates funds from the projects as detailed below as contributions towards the Building Better Regions Fund (BBRF) grant applications.**

|   |                                                                   |                  |
|---|-------------------------------------------------------------------|------------------|
| • | <b>Fixing Country Roads Project (excess council contribution)</b> | <b>\$63,667</b>  |
| • | <b>Elgin Street Reconstruction Project (partial deferral)</b>     | <b>\$26,651</b>  |
| • | <b>Greig Gravel Road Renewal Project</b>                          | <b>\$154,682</b> |
|   | <b>TOTAL</b>                                                      | <b>\$245,000</b> |

3. **Allocates funds to the projects as detailed below, subject to successful Building Better Regions Grant applications**

|   |                                      |                  |
|---|--------------------------------------|------------------|
| • | <b>Wimmera River Discovery Trail</b> | <b>\$200,000</b> |
| • | <b>Destination Rainbow</b>           | <b>\$45,000</b>  |
|   | <b>TOTAL</b>                         | <b>\$245,000</b> |

4. **Delegates authority to the Chief Executive Officer to commit the \$200,000, allocated in point 3 above to support alternative BBRF grant application(s) if the \$400,000 state contribution to the Wimmera River Discovery Trail is not confirmed.**

**MOVED: Crs T Schneider/R Gersch**

**That Council:**

1. **Submits Building Better Regions Grant applications for Wimmera River Discovery Trail, \$600k (subject to confirmation of Victorian state contribution of \$400,000 - project cost \$1.2M) and Destination Rainbow, \$135k (project cost \$180k)**

2. **Allocates funds from the projects as detailed below as contributions towards the Building Better Regions Fund (BBRF) grant applications.**

|   |                                                                   |                  |
|---|-------------------------------------------------------------------|------------------|
| • | <b>Fixing Country Roads Project (excess council contribution)</b> | <b>\$63,667</b>  |
| • | <b>Elgin Street Reconstruction Project (partial deferral)</b>     | <b>\$26,651</b>  |
| • | <b>Greig Gravel Road Renewal Project</b>                          | <b>\$154,682</b> |
|   | <b>TOTAL</b>                                                      | <b>\$245,000</b> |

3. **Allocates funds to the projects as detailed below, subject to successful Building Better Regions Grant applications**

|   |                                      |                  |
|---|--------------------------------------|------------------|
| • | <b>Wimmera River Discovery Trail</b> | <b>\$200,000</b> |
| • | <b>Destination Rainbow</b>           | <b>\$45,000</b>  |
|   | <b>TOTAL</b>                         | <b>\$245,000</b> |

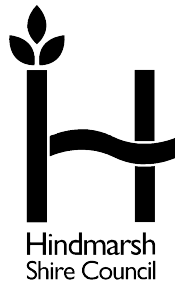
4. **Delegates authority to the Chief Executive Officer to commit the \$200,000, allocated in point 3 above to support alternative BBRF grant application(s) if the \$400,000 state contribution to the Wimmera River Discovery Trail is not confirmed.**

***CARRIED***

**6. MEETING CLOSE**

There being no further business, Cr R Ismay declared the meeting closed at 4:20pm.

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**MINUTES OF THE SPECIAL MEETING OF HINDMARSH SHIRE COUNCIL HELD AT NHILL MEMORIAL COMMUNITY CENTRE, 77-79 NELSON ST, NHILL, ON WEDNESDAY 7 NOVEMBER 2018, COMMENCING AT 6:00PM.**

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**AGENDA**

- 1. Appointment of Temporary Chair**
  - 2. Acknowledgement of Indigenous Community and Opening Prayer**
  - 3. Apologies**
  - 4. Mayoral Report 2018**
  - 5. Election of Mayor 2018/19**
  - 6. Congratulatory Remarks to the Mayor**
  - 7. Mayoral Response**
  - 8. Election of Deputy Mayor**
  - 9. Appointment of Delegates to Regional and External Organisations**
  - 10. Date of next Annual Meeting**
  - 11. Meeting Close**
-

**Present:** Crs R Ismay, R Gersch, T Schneider, D Colbert, D Nelson, R Lowe

**In attendance:** Greg Wood (Chief Executive Officer), Monica Revell (Director Corporate and Community Services), Shane Power (Director Infrastructure Services), Shelley Gersch (Executive Assistant)

### 1. APPOINTMENT OF TEMPORARY CHAIR

The Chief Executive Officer (CEO) called the meeting to order at 6:00pm. The office of the previous Mayor expired at 6:00am on the morning of the Statutory Meeting. It is necessary to appoint a Councillor to be temporary chair. Clause 6(2) of Part 2 of Hindmarsh Meeting Procedure and Local Law No 1 of 2014 provides that:

*“At any meeting to elect the Mayor, any Councillor may be appointed as a temporary chair to deal with:*

- (a) the receipt of nominations for the election of Mayor; and*
- (b) the election of the Mayor.”*

**Chief Executive Officer to seek nomination for temporary chair.**

Cr T Schneider nominated Cr R Gersch. No further nominations received.

CEO G Wood declared Cr R Gersch elected as the temporary chair.

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### 2. ACKNOWLEDGEMENT OF INDIGENOUS COMMUNITY AND OPENING PRAYER

Cr R Gersch acknowledged the Indigenous community and offered the opening prayer.

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### 3. APOLOGIES

Cr R Gersch called for apologies.

No apologies.

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#### 4. MAYORAL REPORT 2017

Cr Ron Ismay presented the Mayor's report for 2017/18.

#### ***MAYORAL REPORT 2018***

Hindmarsh Shire, what a great place to live, what a great shire to represent.

Having to write this report has compelled me to reflect back on the year that has been, something I would not have done otherwise and that reflection has been mostly positive but as with most organisations there is room for improvement.

I would like to pay tribute to my fellow Councillors all of whom I highly respect and have thoroughly enjoyed working with over the past year. The deliberations that have occurred during the year have been conducted amicably, with compassion and while not always well received by some, I believe, have been in the best interests of the majority of our ratepayers.

Our CEO Greg Wood has been a pleasure to work with and I thank him for his guidance and advice both of which he has given in a timely and professional manner.

The executive staff, Shane Power, director of infrastructure services and Monica Revell, director of corporate and community services and the staff they lead need to be commended for their efforts in keeping the wheels turning and the finances in check.

The CEO's executive assistant Shelley Gersch is also worthy of recognition for the daunting task she has in keeping me on my toes, well informed and reminded.

My year as Mayor started off reasonably quietly and over the Christmas New Year break, I began to think I wasn't doing enough. However that all changed when the New Year rolled over.

I had the pleasure of being involved with Karen New Year celebrations, the first time I was able to attend and was very impressed with their traditional dancing and the amazing lunch that was served.

Attending the Australia Day ceremonies in all four towns this year was, as always quite hectic in getting from one town to the next. I was very proud of the recipients of the Australia Day awards. Great role models for our communities.

Dimboola and Rainbow skate park constructions were completed early in the New Year and were officially opened at the beginning of April and while I don't see Dimboola Park very often, the facility at Rainbow is very popular and well used. The same company has been

engaged to construct a new park in Nhill very soon. Kiata wind farm was also officially opened early in the year as well as a relocation of Barengi Gadgin Land Council to the Wail nursery on the same day.

The opening of the new Nhill Early Years Centre, a great facility that I had the honour, with the assistance of Andrew Broad, in opening. We were both upstaged by a lovely young lady who decided to take over proceedings and the photo that was taken still puts a smile on my face when I happen to see it.

A new fishing pontoon has been installed at Dimboola and funding for a new pontoon to replace the old unit at the Dimboola rowing club has been obtained. Funding for an installation of a new pontoon at the Nhill Lake was obtained, as well as funding being obtained by the Jeparit Anglers Club for a second fishing pontoon at the clubhouse. Well done to all those involved in the application for this funding- a great effort as these grants are very competitive statewide.

Our Councillors and staff conducted community consultations across the shire in various locations and received valuable feedback from those involved regarding the important issues in the respective areas. It would be great to see the larger attendance at these meetings in the future to ensure we get the best possible information to address any problems needing attention.

Council made a decision earlier in the year to reopen a section of road around Lake Hindmarsh to truck traffic which needless to say has pleased some and caused angst for others. Hindmarsh Shire has been successful in obtaining a substantial funding grant from the State government to upgrade sections of this road that were of major concern.

Dimboola hosted a second Human Powered Vehicle expo at the recreation reserve this year, were successful with an application for Pick My Project and to top it off, won the state Tidy Town of the Year award. Congratulations to all those involved.

There are some very proud boys and girls at the Nhill aerodrome these days with their new toy, a Second World War Wirraway which they have managed to purchase by raising over \$300,000. An amazing effort and a great addition to the museum.

Rainbow again hosted the final round of the national off-road racing championships with entrants coming from all over Australia. The event has been secured for the second week in August 2019. A lot of effort will go into making this even a bigger and better event that may well be recognised in the same way as Finke is in the Northern Territory.

In closing I would like to thank all those involved in the many and varied community clubs, businesses that service our towns and the farming sector, CFA, SES volunteers and our police who all combine to make our communities safe, cohesive and as I said at the

start, a great place to live.

**RECOMMENDATION:**

***That Council accepts the outgoing Mayor's report.***

**MOVED: Crs R Lowe/D Colbert**

***That Council accepts the outgoing Mayor's report.***

**CARRIED**

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## 5. ELECTION OF MAYOR 2018/2019

*Local Government Act 1989*

### **71. Election of Mayor**

- (1) *At a meeting of the Council that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.*
- (2) *Before a Mayor is elected under this section, the Council may resolve to elect a mayor for a term of two years.*
- (3) *The Mayor is to be elected—*
  - (a) *after the fourth Saturday in October but no later than 30 November in each year; or*
  - (b) *as soon as possible after any vacancy in the office of Mayor occurs.*

### **72. Term of office**

- (1) *The office of Mayor becomes vacant—*
  - (a) *at 6 a.m. on the day of the election of the Mayor; or*
  - (b) *if he or she dies or ceases to be a Councillor; or*
  - (ba) *if his or her office as a Councillor is suspended for any period under this Act; or*
  - (c) *if he or she resigns in writing which is given at a Council meeting or to the Chief Executive Officer;*
  - (ca) *if he or she becomes ineligible to hold office under section 81K; or*
  - (d) *if he or she is ousted from office.*
- (3) *Any Councillor is eligible for election or re-election to the office of Mayor.*

### **73. Precedence of Mayor**

- (1) *The Mayor of a Council takes precedence at all municipal proceedings within the municipal district.*
- (2) *The Mayor must take the chair at all meetings of the Council at which he or she is present.*
- (3) *If there is a vacancy in the office of Mayor or the Mayor is absent, incapable of acting or refusing to act, the Council must appoint one of the Councillors to be the acting Mayor.*
- (4) *An acting Mayor may perform any function or exercise any power conferred on the Mayor.*

*Hindmarsh Shire Council Local Law 'Hindmarsh Meeting Procedure and Common Seal Local Law'*

### **"6. Election of Mayor and Chairs**

- (3) *The election of the Mayor will be carried out by show of hands.*
- (4) *In determining the election of the Mayor, the following will apply:*
  - a) *where only one nomination is received, that councillor must be declared elected;*
  - b) *where two nominations are received, the councillor with the majority of votes cast will be declared elected;*
  - c) *where there are two or more nominations and all votes cast are equally divided between two or more nominees, the election must be determined by lot;*

- d) *where there are two or more nominations received and the result has not been determined under paragraphs (b) or (c) the nominee with the fewest number of votes cast must be eliminated (and if more than one of them, the nominee determined by lot) and the names of the remaining nominees must be put to the vote again;*
- e) *the procedure in paragraph (d) must be repeated until the circumstances in paragraph (c) apply or until there are only two nominees remaining in which case a further vote must be taken and the nominee with a majority will be declared elected or, if there is an equal division of votes, the election must be determined by lot."*

**Cr R Gersch called for nominations.**

**Cr R Lowe nominated Cr R Ismay**

**Cr T Schneider nominated Cr D Nelson.**

**Cr R Gersch called for a show of hands in favour of Cr R Ismay.  
4 Councillors voted in favour.**

**Cr R Gersch called for a show of hands in favour of Cr D Nelson  
2 Councillors voted in favour.**

**Cr R Gersch declared Cr R Ismay elected Mayor for 2018/2019.**

(Following declaration of voting, the new Mayor is to assume the Chair).

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## **6. CONGRATULATORY REMARKS TO THE MAYOR**

Cr R Gersch asked Councillors if they wish to speak.

Cr T Schneider congratulated Cr R Ismay on being re-elected, said he has served well over the last 12 months and is happy to work with him again for the next 12 months.

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## **7. MAYORAL RESPONSE**

Cr R Ismay assumed the position of Chairperson. He responded to Cr T Schneider's comments, and said that he has enjoyed the last 12 months, that it is a great Council and thinks they all work very well together.

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## **8. ELECTION OF DEPUTY MAYOR**

The Local Government Act does not contain any provisions relating to the position of Deputy Mayor. However, the position of Deputy Mayor is referred to in the Council's Local Law 'Processes of Municipal Government'. If the Mayor is unable to attend a Council meeting for any reason a Deputy Mayor will be acting Chair, or if no Deputy Mayor has

been elected, an acting Chair may be elected. An election by Council of a Deputy Mayor will follow the same procedure as that for an election of the Mayor. There is no provision in the Act for a separate allowance for Deputy Mayor. The question for the Council is whether it wants to create a position of Deputy Mayor.

**RECOMMENDATION:**

***That Council considers electing a Deputy Mayor for the 2018/2019 year.***

**MOVED: Crs T Schneider/D Nelson**

***That Council elects a Deputy Mayor for the 2018/2019 year.***

**CARRIED**

Cr T Schneider nominated Cr R Lowe as Deputy Mayor.

As there were no other nominations, Cr R Lowe was duly elected as Deputy Mayor.

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**9. APPOINTMENT OF DELEGATES TO COUNCIL COMMITTEES AND EXTERNAL ORGANISATIONS**

The following Council organisations require the appointment of Council delegates for the period 2018/2019.

It is important that this list of Council appointments to external organisations is as complete as possible, as Council policy provides that travelling expenses and out of pocket expenses are payable for attendance at meetings of these organisations.

A Councillors role with these organisations is to provide strategic input, influencing outcomes that are consistent with goals in Council's Plan, and be a communication conduit between the organisation and Council.

Previous delegates, and appointments, are listed for convenience.

| No. | COUNCIL ADVISORY COMMITTEES                                                                                                                                                                                                                         | 2017/18 DELEGATE                               | 2018/19 DELEGATE                               |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|------------------------------------------------|
| 1   | Municipal Emergency Management Planning Committee (MEMPC)<br><i>Sub-committees</i> <ul style="list-style-type: none"> <li>• Municipal Fire Management Planning Committee (MFMPC)</li> <li>• Municipal Recovery Planning Committee (MRPC)</li> </ul> | Cr D Colbert<br><br>Substitute:<br>Cr R Gersch | Cr D Colbert<br><br>Substitute:<br>Cr R Gersch |
| 2   | Audit Committee                                                                                                                                                                                                                                     | Cr T. Schneider<br>Cr D. Nelson                | Cr T Schneider<br>Cr D Nelson                  |
| 3   | Nhill Aerodrome Master Plan Advisory Committee                                                                                                                                                                                                      | Cr D Colbert                                   | Cr D Colbert                                   |
| 4   | Wimmera River Advisory Committee                                                                                                                                                                                                                    | Cr D Nelson                                    | Cr D Nelson                                    |

|    | <b>SECTION 86 COMMITTEES</b>              | <b>2017/18 DELEGATE</b> | <b>2018/19 DELEGATE</b> |
|----|-------------------------------------------|-------------------------|-------------------------|
| 5  | Nhill Town Committee                      | Cr D Colbert            | Cr D Colbert            |
| 6  | Dimboola Town Committee                   | Cr T Schneider          | Cr T Schneider          |
| 7  | Jeparit Town Committee                    | Cr R Ismay              | Cr R Ismay              |
| 8  | Rainbow Town Committee                    | Cr R Ismay              | Cr R Ismay              |
| 9  | Rainbow Civic Centre Committee            | Cr R Lowe               | Cr R Lowe               |
| 10 | Yanac Hall & Recreation Reserve Committee | Cr R Lowe               | Cr R Lowe               |
| 11 | Rainbow Recreation Reserve Committee      | Cr R Ismay              | Cr R Ismay              |
| 12 | Wimmera Mallee Pioneer Museum Committee   | Cr R Lowe               | Cr R Lowe               |
| 13 | Yurunga Homestead Committee               | Cr R Ismay              | Cr R Ismay              |

|    | <b>EXTERNAL ORGANISATIONS</b>                            | <b>2017/18 DELEGATE</b>                  | <b>2018/19 DELEGATE</b>                  |
|----|----------------------------------------------------------|------------------------------------------|------------------------------------------|
| 14 | Municipal Association of Victoria                        | Cr R Ismay                               | Cr R Ismay<br>Substitute:<br>Cr R Gersch |
| 15 | Rural Councils Victoria                                  | Cr R Gersch                              | Cr R Gersch                              |
| 16 | North West Municipalities Association                    | Cr R Gersch<br>Substitute:<br>Cr R Ismay | Cr R Gersch<br>Substitute:<br>Cr R Ismay |
| 17 | Wimmera Development Association                          | Cr D Nelson                              | Cr D Nelson                              |
| 18 | Wimmera Regional Transport Group                         | Cr R Gersch                              | Cr R Gersch                              |
| 19 | Western Highway Action Committee                         | Cr R Ismay                               | Cr R Ismay                               |
| 20 | Rail Freight Alliance                                    | Cr R Lowe                                | Cr R Ismay                               |
| 21 | Wimmera Regional Library Corporation                     | Cr T Schneider                           | Cr T Schneider                           |
| 22 | Wimmera Mallee Tourism Association                       | Cr R Ismay                               | Cr R Ismay                               |
| 23 | Grampians Central West Waste and Resource Recovery Group | Cr R Gersch<br>Substitute:<br>Cr R Ismay | Cr R Gersch<br>Substitute:<br>Cr R Ismay |
| 24 | Hindmarsh Landcare Network                               | Cr R Ismay                               | Cr R Ismay                               |
| 25 | Wimmera Mallee Sustainability Alliance                   | Cr R Ismay                               | Cr R Ismay                               |

|    |                                       |             |             |
|----|---------------------------------------|-------------|-------------|
| 26 | Local Learning and Employment Network | Cr D Nelson | Cr D Nelson |
|----|---------------------------------------|-------------|-------------|

**RECOMMENDATION:**

*That the Council's delegates for 2018/19 as proposed be adopted.*

**MOVED: Crs T Schneider/R Gersch**

*That the Council's delegates for 2018/19 as proposed by Cr T Schneider listed above be adopted.*

**CARRIED**

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**10. DATE OF NEXT ANNUAL MEETING**

The date of the next Annual Meeting must be after the fourth Saturday in October and prior to 30 November 2019.

**RECOMMENDATION:**

*That a Special Meeting to elect a Mayor and appoint delegates be held at 6pm Wednesday 6 November 2019 at Nhill Memorial Community Centre, Nelson Street, Nhill.*

**MOVED: Crs R Gersch/R Lowe**

*That a Special Meeting to elect a Mayor and appoint delegates be held at 6pm Wednesday 6 November 2019 at Nhill Memorial Community Centre, Nelson Street, Nhill.*

**CARRIED**

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**11. MEETING CLOSE**

As there was no further business, the Mayor declared the meeting closed at 6:17pm and all those present were invited to stay for presentation of staff awards and participate in refreshments.

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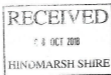


Hon Marlene Kairouz MP

Minister for Local Government  
Minister for Consumer Affairs, Gaming and Liquor Regulation

121 Exhibition Street  
Melbourne, Victoria 3000  
Telephone: 03 8685 1555  
DX210077

Mayor  
Cr Ron Ismay  
PO Box 250  
NHILL VIC 3418



|          |    |
|----------|----|
| ASSESS # |    |
| ACTION   | EA |
| INFO     |    |
| X REF    |    |

Dear Mayor,

**Local Government Bill 2018**

In May 2018 I second read the Local Government Bill 2018 in the Legislative Assembly, after which it was tabled in the Legislative Council.

On 20 August 2018 the Legislative Council held its final sitting day of the 58th Parliament of Victoria. Several Government Bills – including the Local Government Bill 2018 - were awaiting passage when the Parliament was effectively dissolved for this term.

While the Parliament will not formally expire until 30 October 2018, it is not expected to be recalled by the Governor until the next Government is formed, following the November 2018 Victorian State Election.

This means that the Local Government Bill has lapsed, and the Local Government Act 1989 will continue to form the basis of the legal framework for the constitution, role and governance of Victorian councils.

I would like your council to note that progression of this Bill through the upper house was delayed due to opposition from the Coalition who stated their determination to defer this bill until after the election. I would like to thank all councils for the considerable time and effort they put in to assisting the formulation of the Bill.

I remain committed to re-introducing this Bill as soon as possible in a re-elected Andrews Government, and looks forward to working with local councils in ensuring speedy passage.

Yours sincerely

Hon Marlene Kairouz MP  
Minister for Local Government

3 / 10 / 2018



Hindmarsh  
Shire Council

**Administration  
Centre**

PO Box 250  
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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

2 November 2018

Daryl Bussel  
Chief Executive Officer  
Luv A Duck  
PO Box 185  
PORT MELBOURNE VIC 3207

Dear Daryl

At its meeting on 24 October 2018, Council requested that I write to Luv-A-Duck to congratulate it on its 50 year anniversary.

Running a successful business for 50 years is a tremendous accomplishment, and is a testimony to the dedication and passion of Arthur Shoppee and his family.

Luv-A-Duck is a vital industry in Nhill and has provided countless jobs for people living in Nhill and the wider community. Having a major employer locally has meant that Nhill is able to continue to attract new families and residents, which in turn benefits the rest of the town.

Congratulations on 50 years of Luv-A-Duck and I wish you all the best for the next 50 years.

Yours sincerely

Greg Wood  
Chief Executive Officer





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Ph: (03) 5391 4451

2 November 2018

Steve Wilson  
Manager  
Nhill Supa IGA  
90 Nelson Street  
NHILL VIC 3418

Dear Steve

At its meeting on 24 October 2018, Council requested that I write to Nhill Supa IGA to congratulate it on its 10-year anniversary in the building in Nelson Street.

A supermarket is a vital asset to any small town as it provides access to essential products locally. Nhill is very lucky to have a thriving supermarket such as yours, and Council is very pleased to see people investing their time and passion into our towns.

Congratulations again to Nhill Supa IGA, and I wish you all the best for the next 10 years.

Yours sincerely

Greg Wood  
Chief Executive Officer



Hindmarsh  
Shire Council

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**Rainbow**  
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Ph: (03) 5391 4451

2 November 2018

Bonnie McEldrew  
Sharp Boutique  
14 Victoria Street  
NHILL VIC 3418

Dear Bonnie

At its meeting on 24 October 2018, Council requested that I write to you to congratulate you on opening a shopfront in the main street of Nhill.

Whilst you have already been running a successful online business, to see you transition to a shopfront is a fantastic accomplishment. Sharp Boutique provides another option for women's fashion, homewares and children's wear and I trust that it will be a very successful and fulfilling business for you.

Council is very pleased to see people investing their time and passion into our towns and reinvigorating the main streets. Your business will not only benefit those that live in Nhill, but will encourage people passing through to stop, which in turn will provide benefit to other small businesses in town.

Congratulations on bringing Sharp Boutique to a shop in Nhill, and I wish you all the best for the future.

Yours sincerely

Greg Wood  
Chief Executive Officer



Hindmarsh  
Shire Council

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

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

2 November 2018

**Mahesh Koli**  
Nhill Dine Inn  
24 Victoria Street  
NHILL VIC 3418

Dear Mahesh

At its meeting on 24 October 2018, Council requested that I write to you to congratulate you on opening a cafe in the main street of Nhill.

Opening a cafe is a tremendous accomplishment, and it is fantastic that you have opted to do this within Hindmarsh Shire. Council is very pleased to see people investing their time and passion into our towns and reinvigorating the main streets.

Providing another option for meals will not only benefit those that live in Nhill, but will encourage people passing through to stop, which in turn will provide benefit to other small businesses in town.

Congratulations on opening Nhill Dine-Inn, and I wish you all the best for the future.

Yours sincerely

**Greg Wood**  
Chief Executive Officer



Hindmarsh  
Shire Council

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

2 November 2018

Mark Williams  
PO Box 481  
HORSHAM VIC 3402

Dear Mark

**Re: Review of price of water for Davis Park Recreation**

On behalf of Hindmarsh Shire Council, I would like to thank you for your presentation at the Council Briefing 24 October 2018.

Council at its meeting later resolved to request GWM review its pricing structure for provision of water for recreation and sporting purposes for Hindmarsh Shire. Council further resolved to request GWM to investigate potential alternate water sources for the same purpose.

The request results from recent cost concerns raised by volunteer groups and sporting clubs such as those servicing Davis Park.

We appreciate your consideration of this matter and invite you to contact Shane Power, Director Infrastructure Services on 5391 4414 to discuss further.

Yours sincerely

Greg Wood  
Chief Executive Officer



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gw/pk

12 November 2018

**Mr Nigel Crisp**  
Dimboola Boat & Water Ski Club Inc  
PO Box 81  
DIMBOOLA VIC 3414

Dear Nigel

**Re: 2018 Barefoot Water Ski Tournament and Night Jump**

On behalf of Hindmarsh Shire Council I would like to extend our congratulations to you and the Dimboola Boat and Water Ski Club and the South Australian Barefoot Water Ski Club on a very successful 2018 Barefoot Water Ski Tournament and Night Jump held in the Dimboola Recreation Reserve on Friday 2 and Saturday 3 November 2018.

The level of skills demonstrated by all participants was amazing and the location on the Wimmera River within the Dimboola Recreation Reserve was perfect.

Your advertising of the night jumps as being spectacular was very accurate and I am sure that all the crowd in attendance appreciated the level of skill required to perform such amazing feats.

On a personal note, I really appreciated the opportunity to ride in the ski boat as it gave me a different perspective on the skill of the skiers and, of course, the boat drivers.

The evening fireworks also proved to be very popular and a spectacular way to finish the event.

As I said to you on the day, Council would be happy to meet with the Dimboola Boat and Water Ski Club to start planning for future events to ensure they run smoothly and are as successful as this event.

Again, on behalf of Council, congratulations on a fantastic 2018 event and we look forward to working with you to ensure future events are just as successful.

Yours sincerely



Greg Wood  
Chief Executive Officer



## 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 24 October 2018      **Time:** 1:00pm – 3:00pm

**Assembly Location:** Council Chambers, 92 Nelson Street, Nhill

**Present:**

Crs. Ronald Ismay (Mayor), Debra Nelson, Ronald Lowe, Robert Gersch, David Colbert, Tony Schneider

**Apologies:**

**In Attendance:**

Mr. Greg Wood (Chief Executive Officer), Mr Shane Power (Director Infrastructure Services) (items 2-6), Ms Monica Revell (Director of Corporate and Community Services) (items 2-6), Ms Shelley Gersch (Executive Assistant) (items 2-6)

**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.  | <b>CEO Update</b>                            | Greg Wood  |
| 2.  | <b>GWM Water presentation</b>                | Mark/Peter |
| 3.  | <b>Condom vending machines update*</b>       | Meg Hall   |
| 4.  | <b>Rural Councils Transformation Project</b> | Greg Wood  |
| 5.  | <b>Branding Update</b>                       | Greg Wood  |
| 6.  | <b>Councillor Question Time</b>              | Greg Wood  |

Completed by: Greg Wood



Signed:

Date: 24/10/2018

*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.*



## 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 7 November 2018      **Time:** 4:30pm – 5:30pm

**Assembly Location:** Council Chambers, 92 Nelson Street, Nhill

**Present:**

Crs. Ronald Ismay (Mayor), Debra Nelson, Ronald Lowe, Robert Gersch, David Colbert, Tony Schneider

**Apologies:**

**In Attendance:**

Mr. Greg Wood (Chief Executive Officer)

**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.  | Delegates to committees | Councillors |
| 2.  | Election of Mayor       | Councillors |

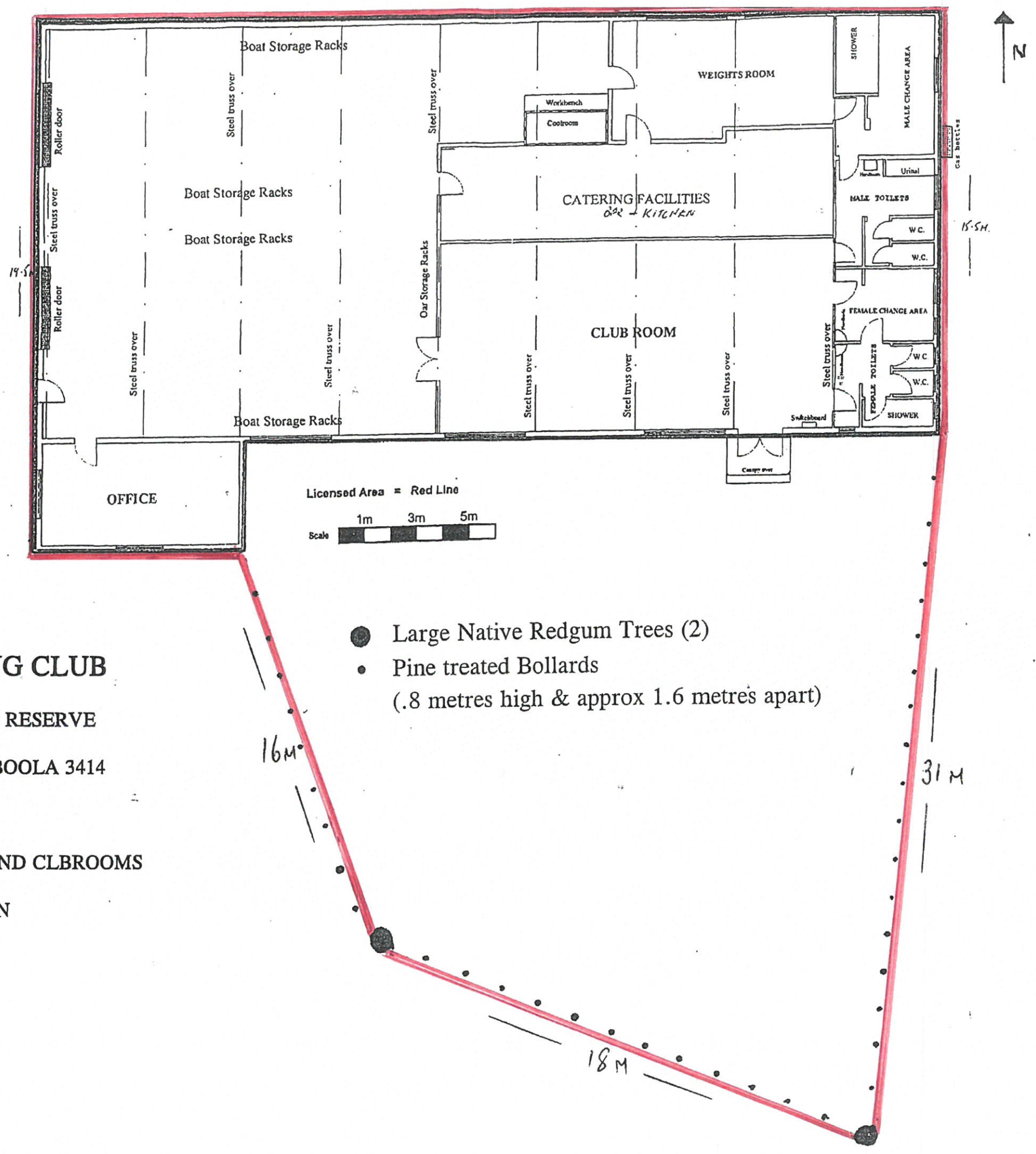
Completed by: Greg Wood



Signed:

Date: 07/11/2018

*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.*



**DIMBOOLA ROWING CLUB**

DIMBOOLA RECREATION RESERVE

OFF LLOYD STREET, DIMBOOLA 3414

PO BOX 23

**FLOOR PLAN OF BOATSHED AND CLUBROOMS**

SCALE AS SHOWN

Dimboola Rowing Club

PO Box 23

Dimboola 3414

**Hindmarsh Shire Council**

**Planning Permit Application No 1589-2018**

**Address of Land CA.17 Sec 9 Parish of Dimboola**

Dear Andre

In reply to your document dated the 28<sup>th</sup> May 2018 I have conducted the following investigations as well as addressing the aspects of Clause 52.27 of the Hindmarsh Planning Scheme

Firstly at our monthly meeting held on 28<sup>th</sup> May, 2018 the committee voted to continue with the application given that I did not have the sole authority to authorise the fee of \$1265.60. Our Treasurer (Peter HUGHES) was attending in Nhill on 29/05/18 to pay the invoice in person as per item 2 in your correspondence.

I contacted the Lands Title Office on this date and applied for a current corticate of title under the address provided. I have attached copies of the documents emailed to me from this office. The certificates indicate that the Land is owned by the Department of Environment, Land, Water and Planning and the map does not indicate any buildings or structures there upon. My understanding is that Hindmarsh Shire Council managers the land for DELWP. I therefore I cannot supply a land title.

I will now address the aspects of Clause 52.27.

**The impact of the sale or consumption of liquor permitted by the liquor license on the amenity of the area.**

The Dimboola Rowing Club has held a Liquor Licence since 1985 and currently holds a Level Four accreditation under the Good Sports Program for the Responsible Serving of Liquor (highest level which can be attained). The club also holds a four



star rating with the Victorian Commission for Gambling and Liquor Regulation. Never since 1985 has the club been investigated or addressed in relation to the issues or concerns regarding the amenity of the area. This includes Victoria Police, Hindmarsh Shire Council, Victorian Commission Gambling and Liquor Regulation, other park users and local residents. The club clearly understands the definition of amenity of the area being noise (Music, Loud Voices, Language, Motor Vehicles), Litter and impact on flora and fauna. We are extremely proud of our area and do not wish to destroy any of it. The nearest residences are approximately 400 metres across the Wimmera River and approximately 500 meters to the Caravan Park. The residences along Lloyd Street and Wimmera Streets are approximately 700 metres away. The club firmly believe the future sale and consumption with the increased hours for the Pre Booked Component and extended "Redline Area" will not have an impact on the amenity of the area.

**The impact of the hours of operation on the amenity of the surrounding area.**

This application for extension of hours only applies to the Pre Booked Component of our Renewable Limited licence. The application does not apply to our general/members component of our licence. The club is extremely strict in the vetting process of private functions. Under the Pre Booked Component all liquor must be served by Dimboola Rowing Club members via the Bar who are currently RSA trained. No personal liquor is permitted to be brought onto the premises at any time including during general/member component times. All applicants for the use of the club rooms for Pre Booked functions are addressed regarding the amenity of the area as mentioned above. The club firmly believes the extension of hours will not impact on the amenity of the area.

**The impact of the numbers of patrons on the amenity of the area.**

Firstly the club is not seeking an increase in the number of patrons permitted in the premises. In saying this the club Renewable Limited Licence does not state the Maximum Patron Capacity as now required by Victorian Commission for Gambling and Liquor Regulation. In 1985 this was not a condition placed on Renewable Limited licence holders. I spoke to an employee at the Victorian Commission for Gambling and Liquor Regulation on 28<sup>th</sup> of May 2018 and was informed that all new Liquor Licence applications and applications to vary Licences (as this one is), the Victorian Commission for Gambling and Liquor Regulation will require a Maximum Patron Capacity under its current policy. There is a copy of this policy on its web site under varying Liquor Licences. The employee also stated that the overall "Red line" area is not to be used for the Patron Capacity calculation. Areas such as toilets, change rooms, showers, offices, weight rooms, bar and kitchen areas and MOST importantly the external "Redline areas (outside area as requested to be included in this application) are NOT to be included in this calculation. The reasons why

external areas are not included is clearly stated in the policy. Given this, I am seeking for the Hindmarsh Shire Council to endorse a Maximum Patron Capacity for the Dimboola Rowing Club in this Planning Permit approval (if granted).

This leaves the boat storage area and hall area as the only areas to be used for the calculation. The boat storage area is 230 square metres and the hall is 114 square metres. This gives a total of 334 square metres. The formula for calculation under the Victorian Commission for Gambling and Liquor Regulation is one square metre for .75 of a person. Under this formula this would allow the give the Club a Maximum Patron Capacity of 445. **I want to clearly state that the club is not seeking this capacity number.** The club has sufficient tables and chairs for the total of 200 persons and we are not intending to purchase any additional furniture if the "Redline Line" extension is granted to the external area. The only purchases will be to replace damaged or non serviceable items. **We are seeking a Maximum Patron Capacity of 250 persons.** Should the council still view this as excessive, we are more than willing to discuss. We recently permitted a 70<sup>th</sup> birthday party to be held in the clubrooms where 200 persons attended and there were no crowding issues.

The club believes the Capacity of 250 patrons will not have an impact on the amenity of the area. As a side note this may be an ongoing issue for other clubs who wish to vary Liquor licences into the future.

**The cumulative impact of any existing licensed premises and the proposed licensed premises on the amenity of the surrounding area.**

There are only three sporting clubs which hold liquor licenses in the Dimboola Recreation Reserve.

The Dimboola Bowling Club which is located at the north eastern end of the reserve and caterers for middle aged persons

The Dimboola Football and Netball Club which is located on the northern end of the Main Oval and the Dimboola Rowing Club

Under the combined current licensing times and dates of all three club there is no cumulative impact on the amenity of the surrounding area what so ever.

The Dimboola Rowing Club is certain that this application will not have any impact on the other two licenced premises in any manner

The Extension to the "RedLine" area is mainly about permitting smokers to smoke and consume liquor in a lawful and suitable environment

The Dimboola Rowing Club is certain that this application will not have any impact on the amenity of the surrounding area in any way.

The following rules and strategies are enforced the Dimboola Rowing Club to prohibit any impact on the amenity of the surrounding area.

- Maintain four star rating with VCGLR
- Maintain Level four status with Good Sports Program
- Provide free water to patrons
- Provide free phone calls to the Dimboola Taxi Service upon request
- The Club employs a part-time cleaner which includes the immediate area outside the clubrooms
- The committee and members maintain the lawn area
- No 18<sup>th</sup> or 21<sup>st</sup> Parties
- No BYO alcohol
- RSA trained staff to serve liquor at all times
- Light food provided at no cost during member trading times
- Binding and vetting booking application form for Pre Booked Functions

Attachments to this additional report are:

- Current liquor licence showing no Maximum Patron Capacity number
- Land Title Certificates for the Dimboola Recreation Reserve
- Blank Pre Booked Function Booking sheet.
- Current Red line area.

Michael SALTER

Dimboola Rowing Club Vice President



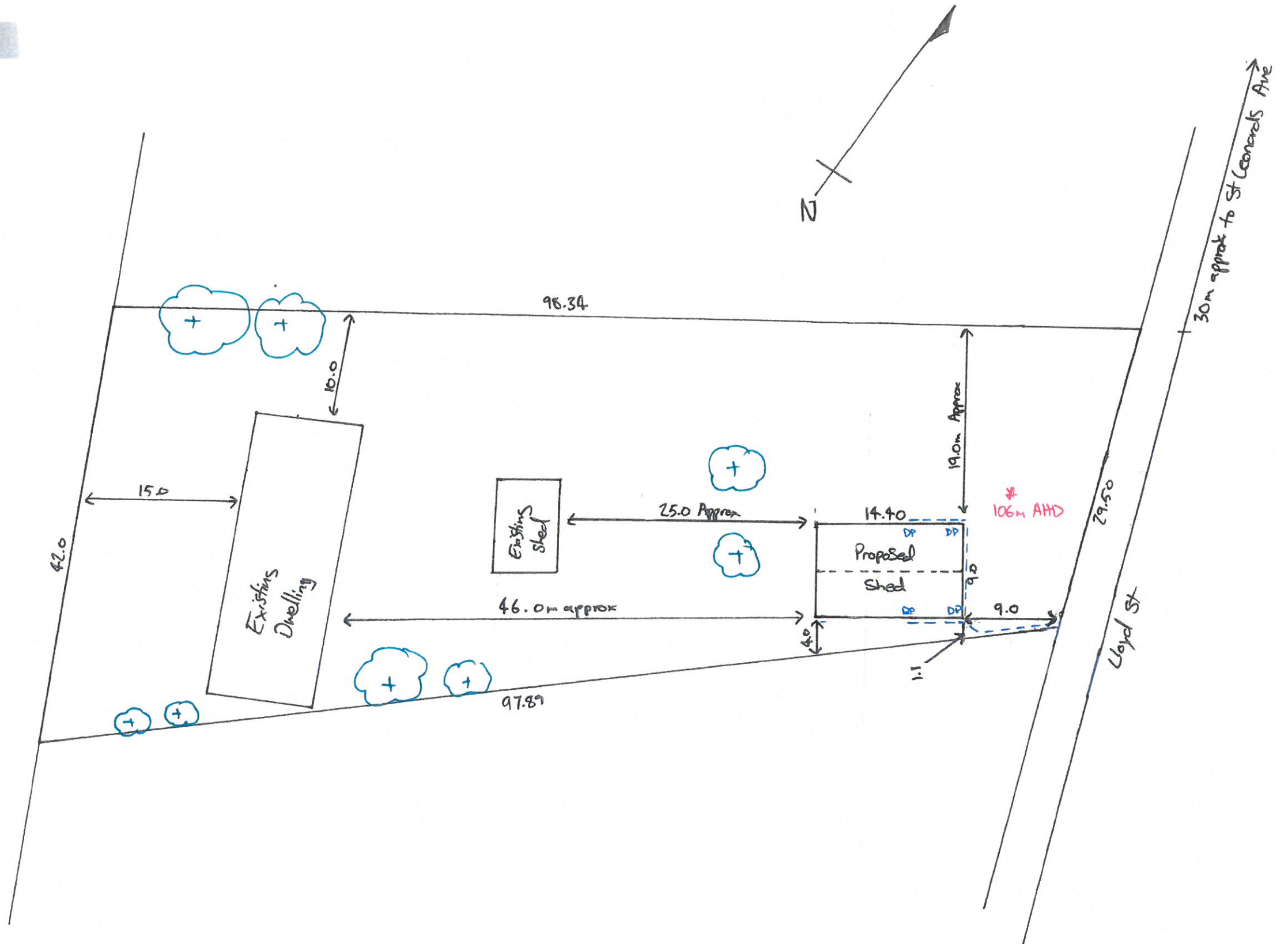


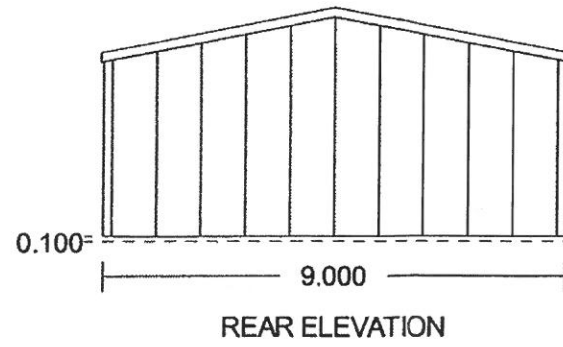
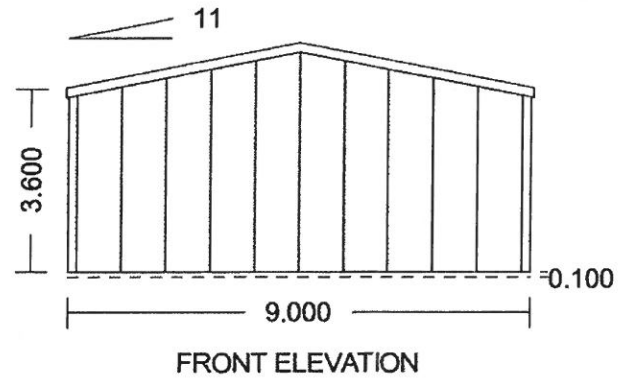
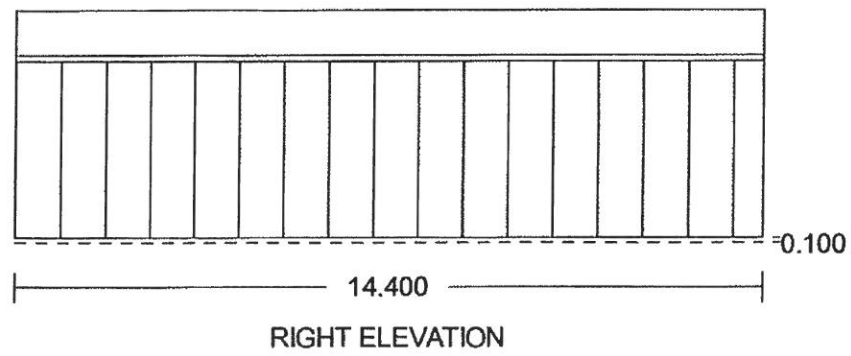
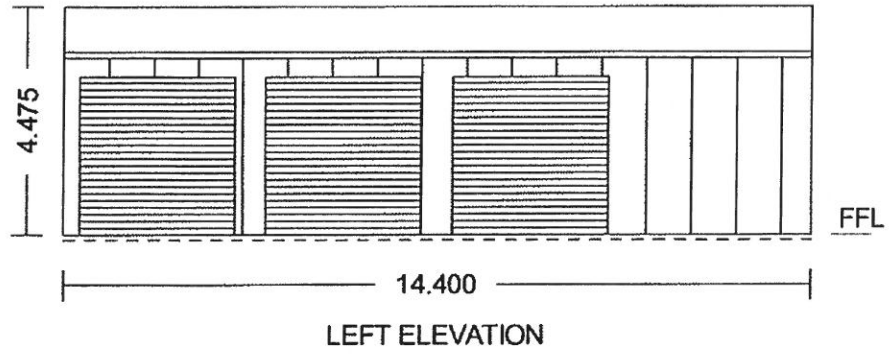
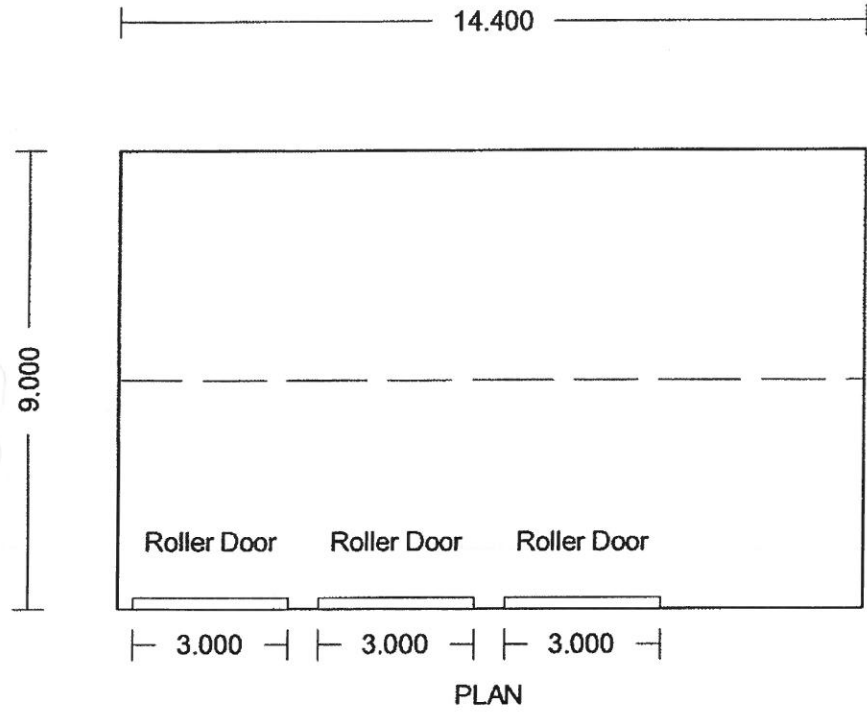
39 DIMBOOLA RD, HORSHAM, VIC, 3400

SITE PLAN - 1B Lot 3 Cloyd St, Dimboola

SCALE - 1:400

DRAWN BY Richard





PROPOSED Shed 9.000x14.400x3.600

At

For

Wall Colour - TBA Merino

Roof colour - TBA Zinc

Barge Colour - TBA Heritage Red

Roller Door Colour - TBA Heritage Red

Job No

Quote No

Scale 1:200

All Work To Be In Accordance With Accompanying Engineers Details

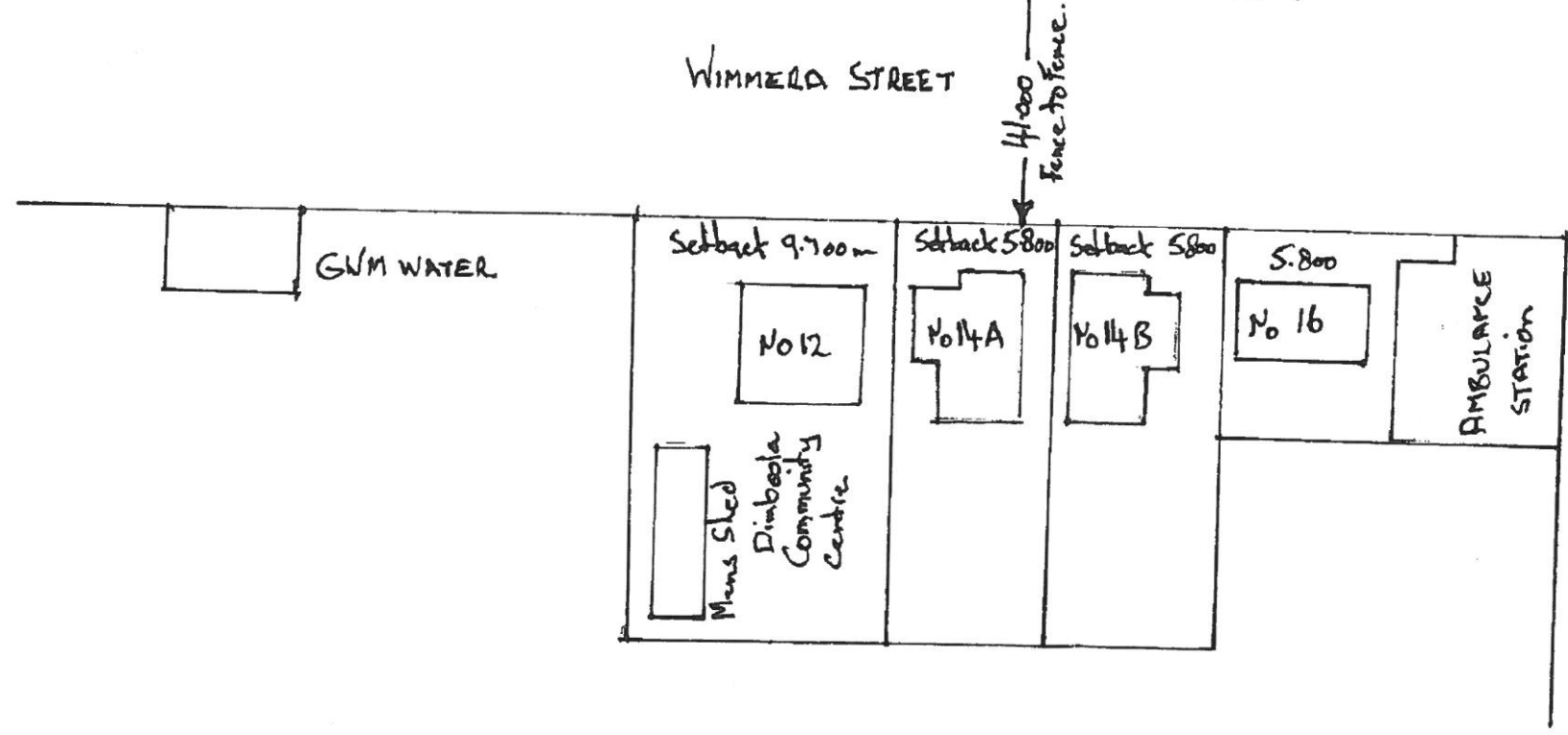
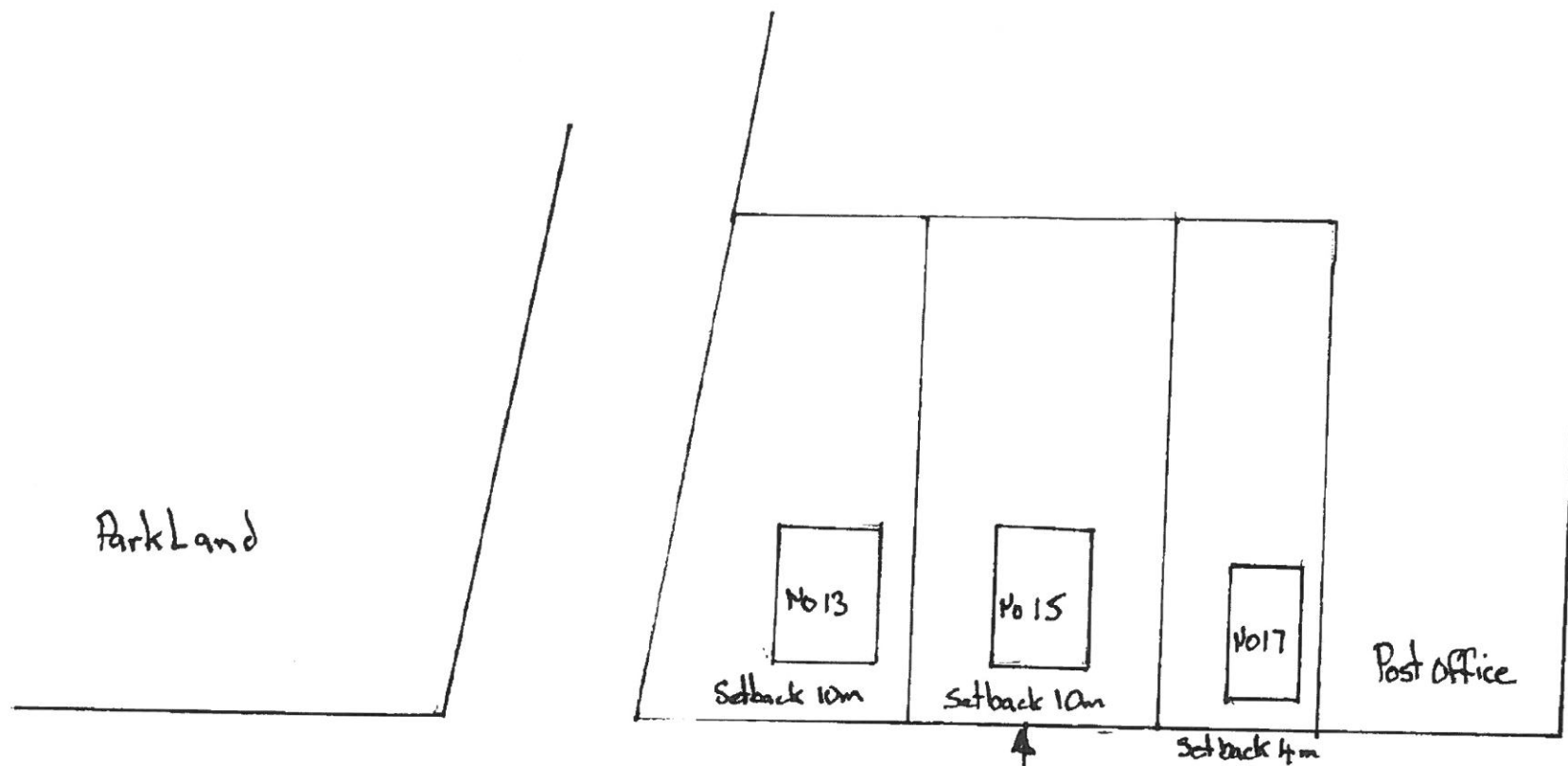
**Eureka Garages & Sheds**

39 Dimboola Road Horsham Vic 3400

NOT FOR CONSTRUCTION

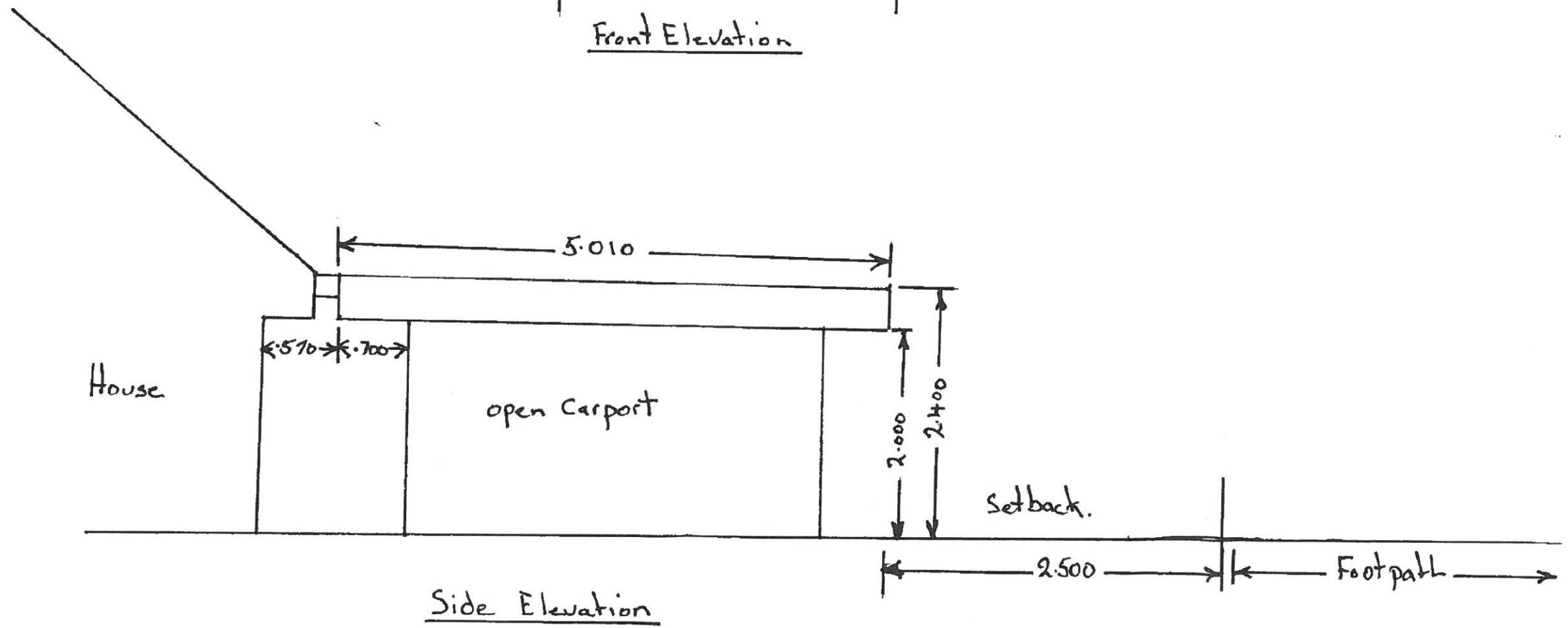
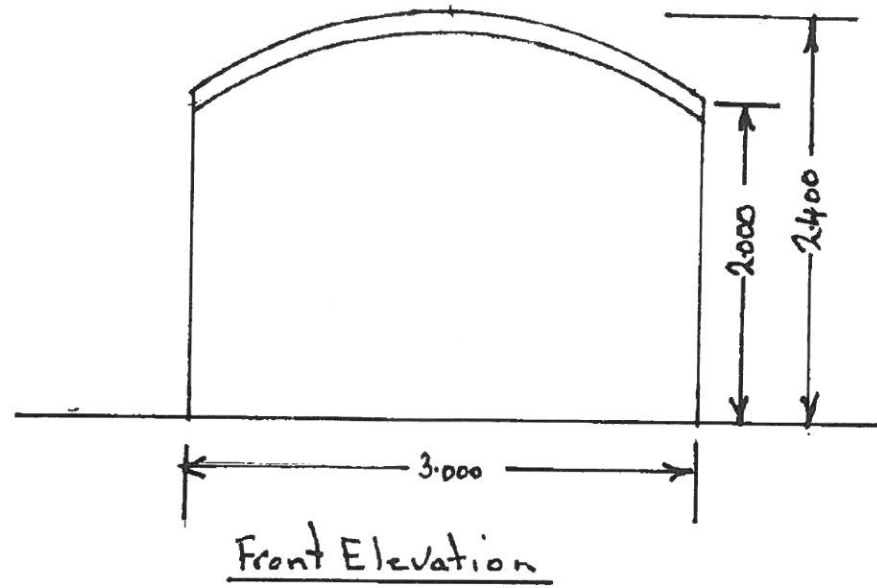
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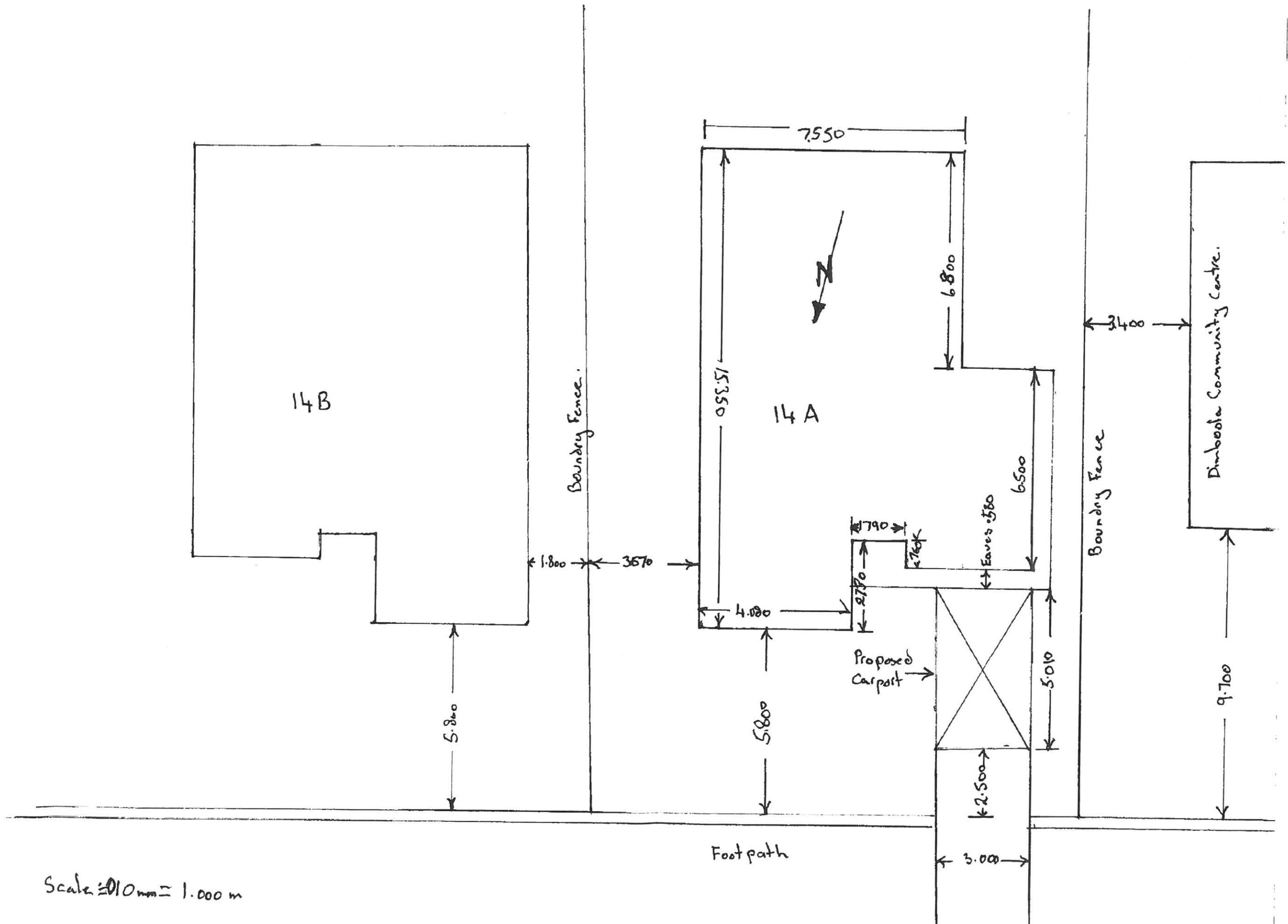


LLOYD STREET

Curved Polycarbonate roof panels



Scale = 25m = 1.000



Scale: 10 mm = 1.000 m





HINDMARSH SHIRE COUNCIL

# STREET AND RESERVE TREE STRATEGY 2018







**DISCLAIMER**

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# INTRODUCTION

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Hindmarsh Shire Council is home to a population of urban trees that provide a natural and green backdrop within each of its towns. These trees line township streets, they're in parks or reserves and others are within back and front yards of residents' properties. Within each town, these individual trees form part of a whole population that cumulatively provide a large range of benefits. These urban trees are important because they provide shade for people, they provide character and amenity within our streets and parks, they intercept rainfall and they are home to birds and other wildlife.





Council recognises that trees are fundamental in creating healthy urban environments and it is therefore important to manage and maintain these trees to ensure they are healthy, long lived and maximise the benefits they provide. Street trees in particular are crucial infrastructure assets and should be valued accordingly. Many people see trees as an important measure of the quality of their communities and the image of townships are positively influenced by the extent and health of its street tree population and overall canopy coverage. If trees are maintained well, they have the capacity to increase in value over time unlike other public assets such as roads and footpaths which decrease in value over time.

To date there has not been a forward plan in place to manage, renew and enhance the urban tree population. As a result, this Street and Reserve Tree Strategy is the first of its kind in Hindmarsh's history. It is intended to provide the basis for why trees are important in our towns, an assessment of the current status of the urban tree population and ideas and opportunities for both managing these trees better and encouraging the planting of new ones. It is a longer term strategy to help focus existing operational programs and to maximise Council's budgets with evidence based decision making.

Hindmarsh Shire has created a vision and some key objectives to guide all decision making with Council that relates to street and reserve trees.

## VISION

Hindmarsh's streets and parks will be greener and shadier through the planting of the right trees in the right location.

## OBJECTIVES

The primary objective of this Strategy is to put in place a robust decision making system for Council to transform poor streetscapes and develop significant avenues throughout the townships. Therefore the core aims of this Strategy are to:

1. Increase shade in areas of need
2. Improve the amenity and character of each town through tree planting
3. Implement and maintain a formalised urban tree management program



# CONTEXT

This Street and Reserve Tree Strategy is part of a broader suite of urban tree management tools that Council will use to make more informed decisions regarding the ongoing planning and management of our urban trees.

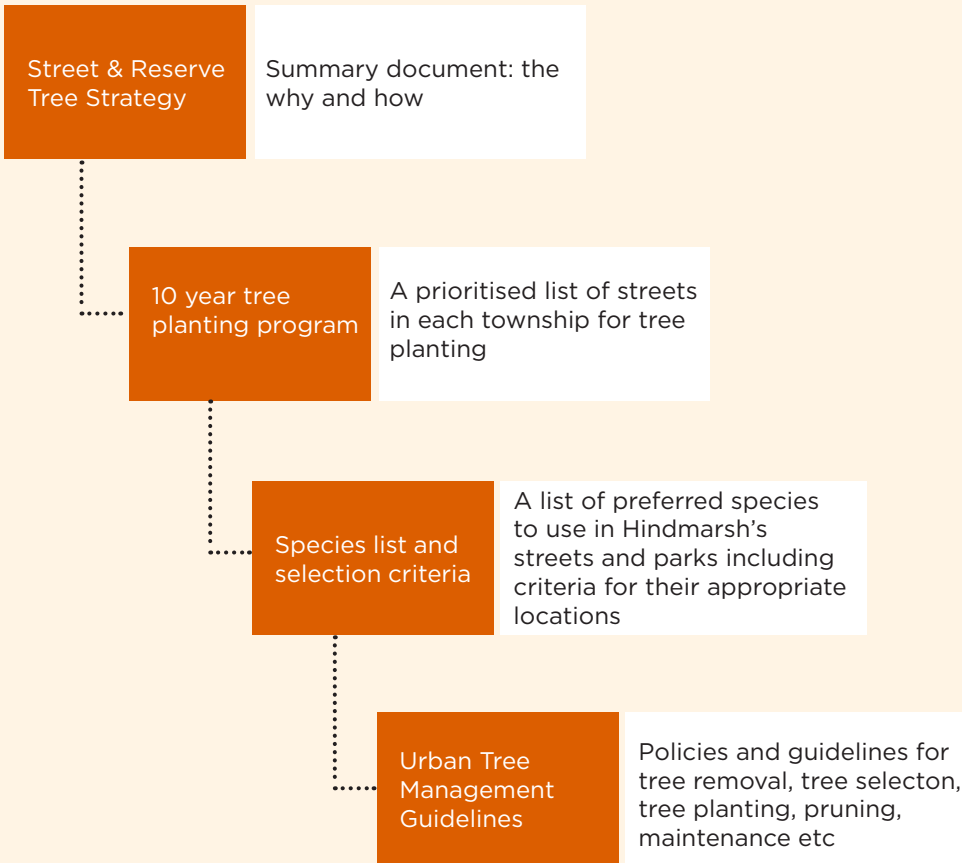


Image 1: Flow chart of how Council's tree management documents work





# BENEFITS OF TREES

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Trees are important for our towns because they provide many benefits. These include:

## HEALTH AND WELLBEING BENEFITS

- Provision of natural shade and shelter for people: Canopy trees reduce daytime surface temperatures by up to 20 degrees Celsius (Akbari et al., 1997; Livesley, 2010 )
- Improved amenity and desirability of a neighbourhood
- encourage people to walk down the street and spend time outdoors
- enhance the quality and usability of parks and open space
- avenue like plantings along streets encourage motorists to drive more slowly creating safer streets
- Reduce air, water and soil pollution





# BENEFITS OF TREES

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## ENVIRONMENTAL BENEFITS

- Connecting biodiverse locations and provide localised biodiversity habitat (including understory)\*
- Help the Shire adapt to climate change by:
  - Providing urban cooling through shade and evapotranspiration
  - Sequestering carbon, particulate matter and other air pollutants \*
  - Reducing the severity of localised flooding by intercepting stormwater \*

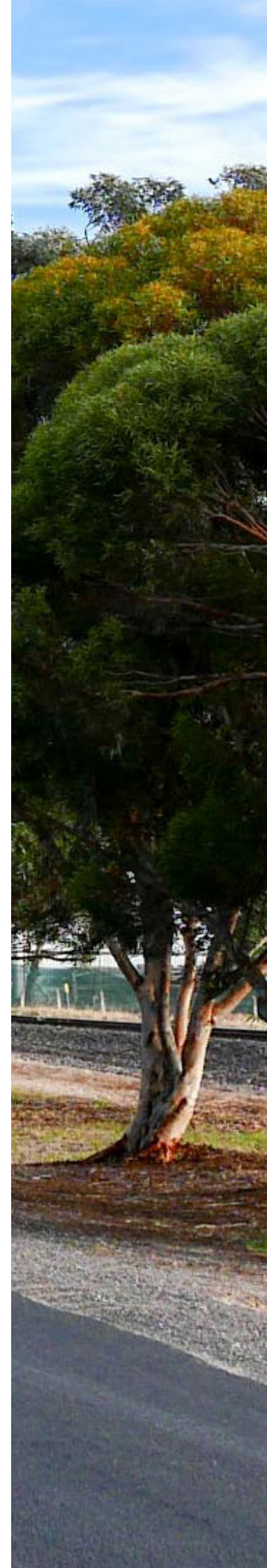
## ECONOMIC & AMENITY BENEFITS

- Improved township image and streetscape amenity
- Improved retail activity by up to 20%. Shoppers spend longer and more money in retail areas that are well treed and landscaped (Wolf, 2005)
- Increased house prices through the provision of higher streetscape amenity (Plant, 2016, Pandit 2013)
- Improved character, amenity, and brand of the region \*
- Reducing energy use in buildings: a 10% increase in deciduous tree cover can reduce heating and cooling costs in houses by 5-10% ( Simpson and McPherson, 1996; Akbari et al., 2001)

(\*All referenced from Mullaney, 2014)



Image 2: Urban trees provide an array of benefits







CANOPY TREES REDUCE  
DAYTIME SURFACE  
TEMPERATURES BY UP TO

**20°**

---



**10%**

INCREASE IN DECIDUOUS  
TREE COVER CAN REDUCE  
HEATING AND COOLING  
COSTS IN HOUSES BY  
5-10%

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# HINDMARSH TREES

A street assessment was undertaken by Tree Logic Pty Ltd assessing the quality of trees in each street, the dominant species, vacant sites and opportunities. The whole street assessment considered rates of vacant tree sites, inappropriate or declining trees and street character suitable for planting to create a hierarchy of streets most in need of a tree planting plan.

|                             | NHILL | JEPARIT | RAINBOW | DIMBOOLA | TOTAL |
|-----------------------------|-------|---------|---------|----------|-------|
| No of Streets assessed      | 54    | 20      | 20      | 38       | 132   |
| Approx. no. of street trees | 2338  | 424     | 751     | 1579     | 5092  |
| No of vacant sites          | 806   | 270     | 252     | 755      | 2083  |

Table 1: Breakdown of existing trees and vacant tree planting sites in each town

Considering then both the approximate number of existing street trees plus number of vacant sites, Hindmarsh has the opportunity to house approximately 7,175 street trees. Vacant sites constitute 29% of the total potential sites.

The most common tree species observed during the assessment were Bottlebrush (Callistemon spp.). Bottlebrush were found to be the dominant species in 83 of the 132 streets and/or sections.

### OTHER COMMON SPECIES:

- Gum trees (Eucalyptus spp.) (Also dominated in the wide medians found in Nelson Street, Nhill and McDonald Street, Dimboola)
- Desert Ash (Fraxinus angustifolia subsp. angustifolia)
- White Cedar (Melia azedarach)
- Norfolk Island hibiscus (Lagunaria patersonia). Also known as ‘Pyramid Tree’.

### OTHER NOTABLE SPECIES:

- Weeping Myall (Acacia pendula)
- Kurrajong (Brachychiton populneus)

The assessment shows that there are too many Callistemons within the urban tree population. No one species should represent more than 10% of the entire urban population. One or two dominant species affects the overall diversity of the population, increasing risk of pest and disease attack or other. Secondly, the Callistemon

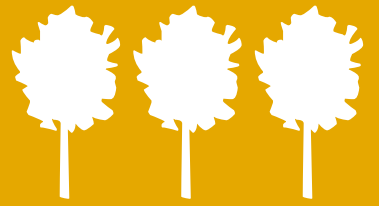
is only a small tree that doesn’t necessarily provide the environmental benefits such as shade or amenity required for Hindmarsh. It is a strong recommendation to plant species other than Callistemon within vacant sites to improve the overall diversity of the tree population.

### STREETScape VALUES:

- 34 street and/or sections were considered to have fair value (aesthetics, percentage of vacant sites)
- 69 street and/or sections were considered to have fair to poor values
- 29 street and/or section were considered to have poor value (i.e. excessive vacant sites and/or inappropriate species).

Further to the street assessments, other “Opportunity sites” were identified for additional tree planting, such as in traffic treatments or medians that are not currently considered vacant sites. These sites will require a level of infrastructure works e.g. kerb outstands and so therefore should be considered for tree planting when any new asset or renewal works are being undertaken in these locations. These sites also include sections of open space where tree planting could reinforce the streetscape. There are seventy-one (71) such sites across Hindmarsh’s towns that were identified and most were located within road reserves, medians, or nature strips. These are in addition to the 2,083 vacant sites.





**29%**

OF ALL TREE PLANTING  
SITES IN STREETS ARE  
VACANT



BOTTLEBRUSH WERE  
FOUND TO BE THE  
DOMINANT SPECIES IN

**83**

OF THE

**132**

STREETS AND/OR  
SECTIONS.





# ASSESSMENT RESULTS

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## STREET TREES

This street tree data was then used to develop a hierarchy of streets for Council to focus their tree planting program. Recommendations have been made as to which streets could be planted first and then ongoing for a 10 year period and were based on the number of vacant sites, profile of street/road and existing tree stock. The results also show where the 71 “opportunity sites” are located.



## Nhill



Image 3: Streets selected in Nhill for tree planting works based on arboricultural assessment

## Jeparit

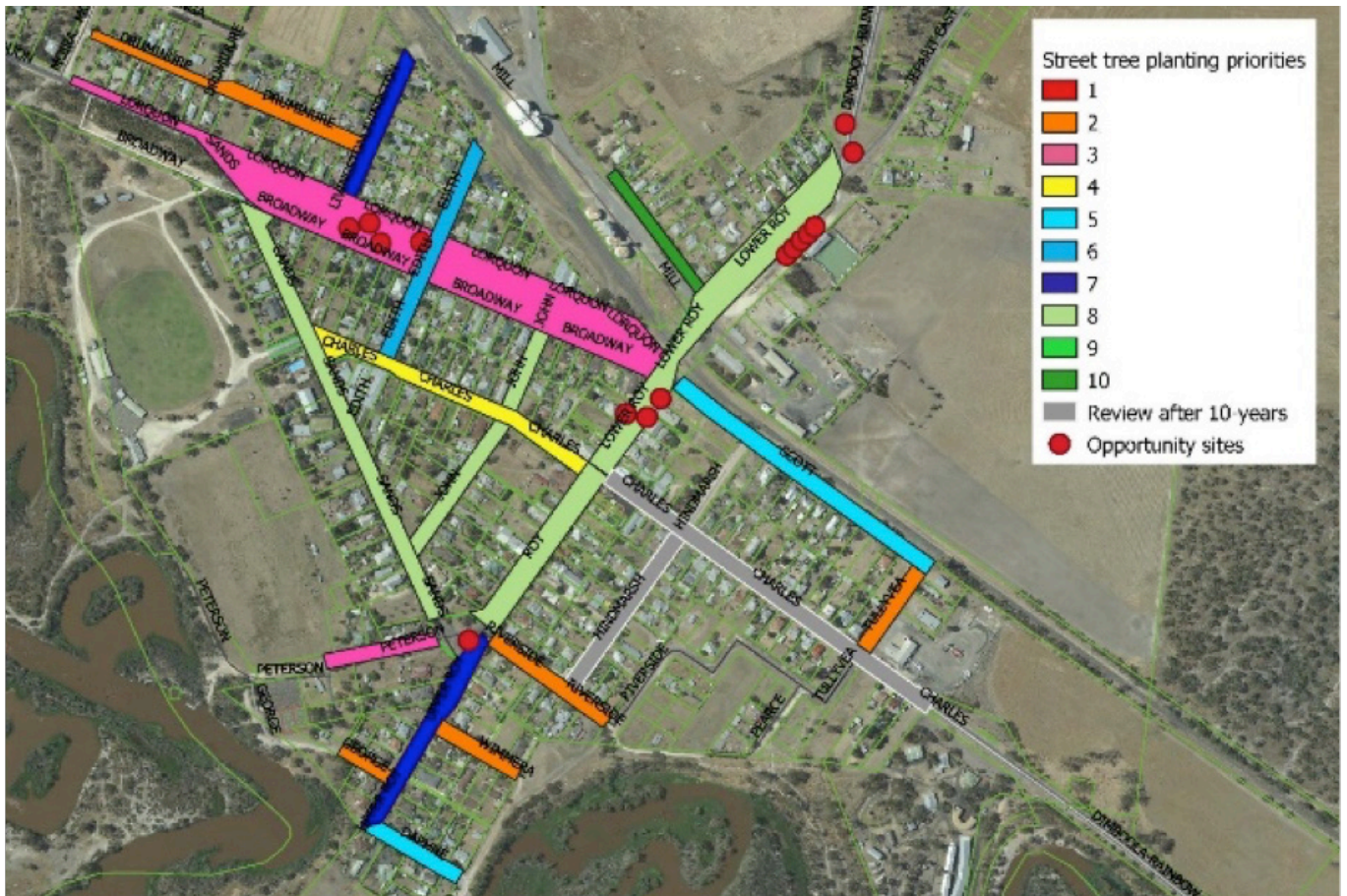


Image 4: Streets selected in Jeparit for tree planting works based on arboricultural assessment.



# Dimboola



Image 5: Streets selected in Dimboola for tree planting works based on arboricultural assessment



## Rainbow

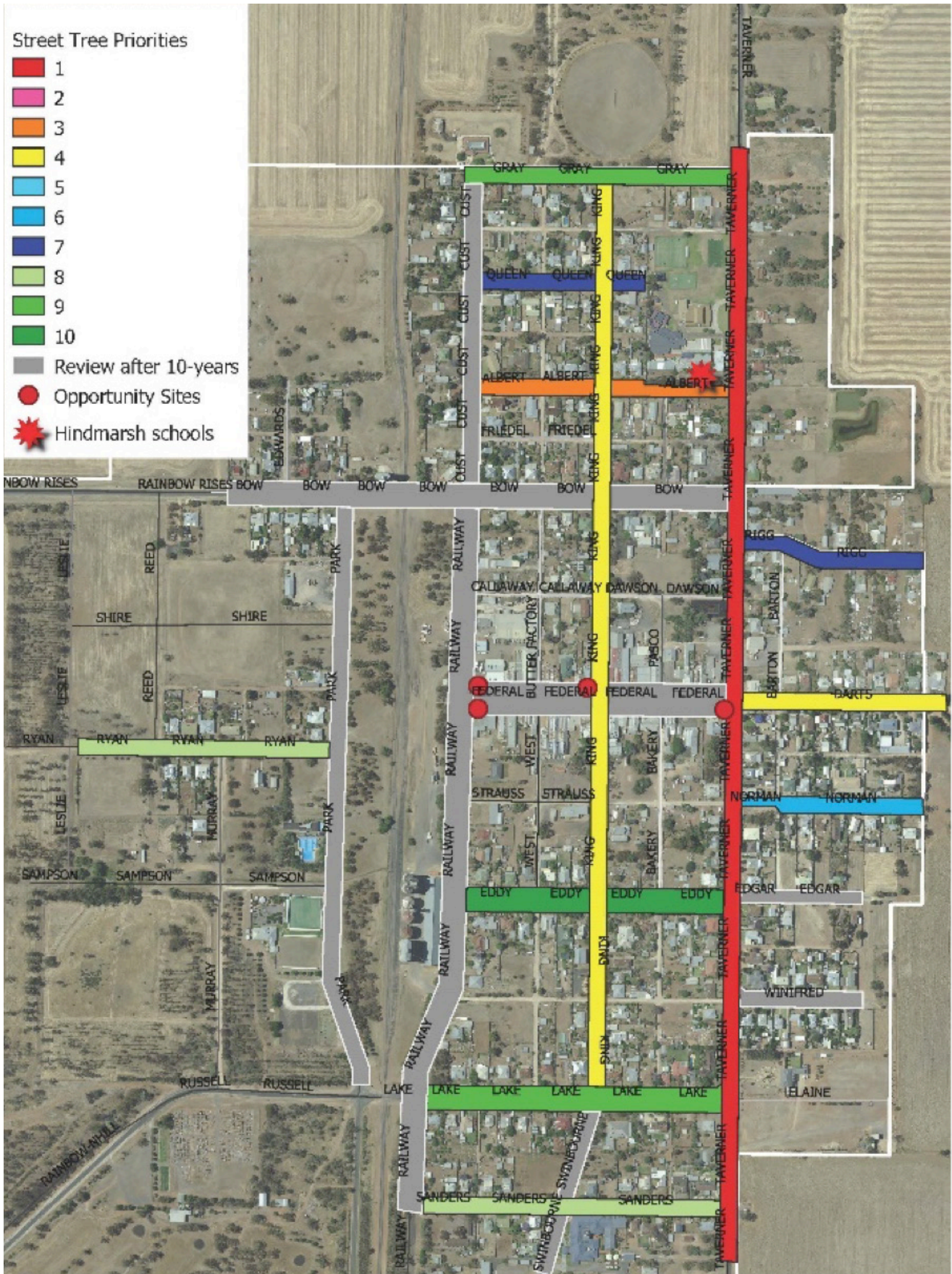


Image 6: Streets selected in Rainbow for tree planting works based on arboricultural assessment





# ASSESSMENT RESULTS

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## PARKS AND RESERVES

Hindmarsh's main parks and reserves were assessed not primarily for tree planting but for overall master planning, of which tree planting should be a core outcome. Those reserves and parks in red are those deemed most in need of overall master planning to consider functionality, usability and future needs whilst also considering the need for improved amenity and shade through the provision of trees. Whilst this Plan will not require Council to commit to these Masterplans, it is instead a flag to consider greater tree planting in the red and blue ones where possible.



## Nhill



Image 7: Priority parks for master planning in Nhill

## Jeparit

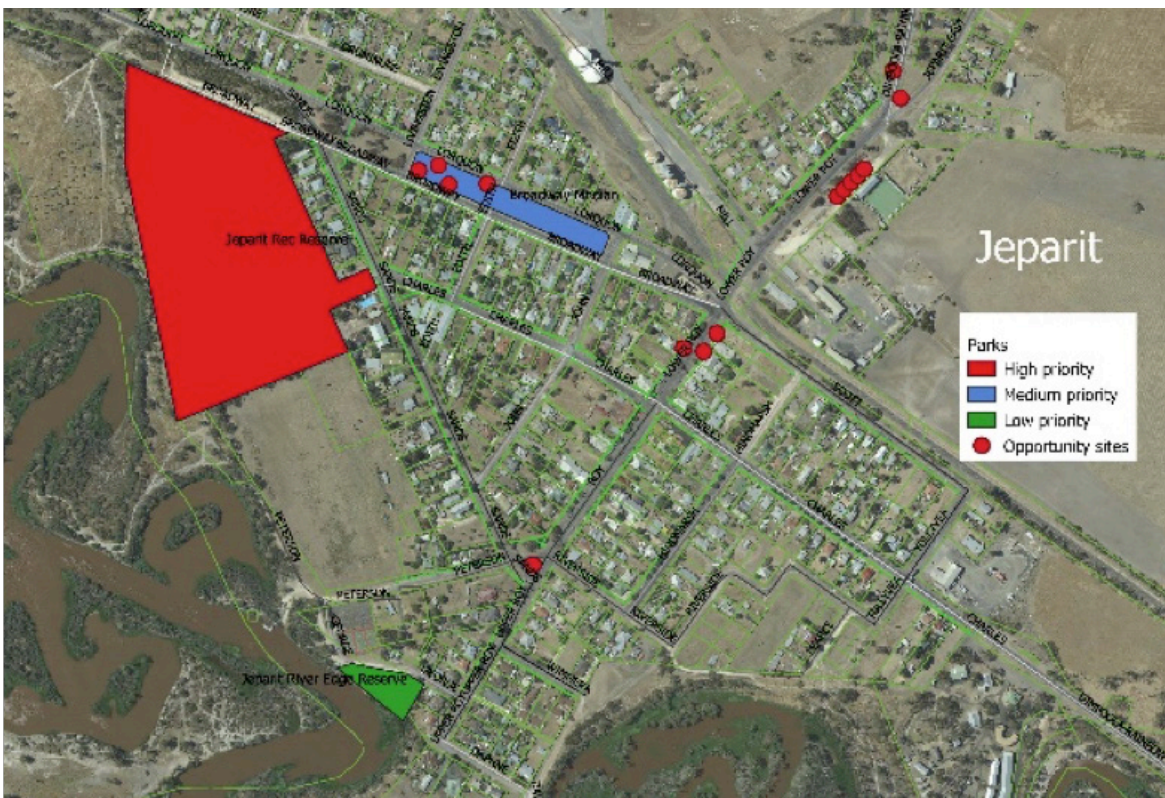


Image 8: Priority parks for master planning in Jeparit



# Rainbow



Image 9: Priority parks for master planning in Rainbow



# Dimboola



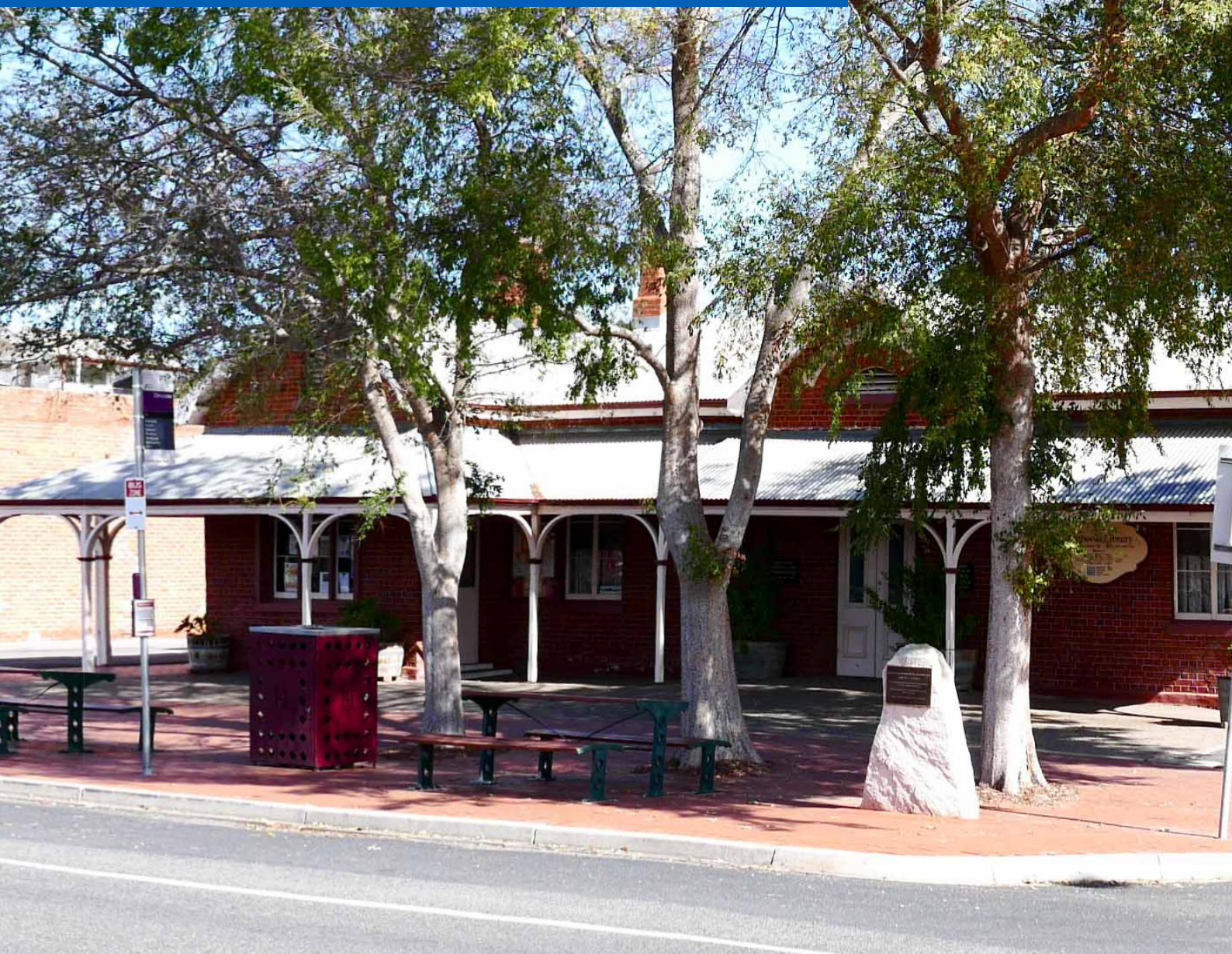
Image 10: Priority parks for master planning in Dimboola



# COMMUNITY PRIORITIES

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A series of community workshops were held during May 2018 to discuss the vision and opportunities for a tree planting program in each township. The aim of these workshops was to identify a theme or character type for each town and identify opportunity sites for tree planting. There was also the opportunity to identify issues or challenges that Council should be made aware of in consideration of urban tree planting.







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**Overwhelmingly, residents across Hindmarsh see the opportunity for much greater shade across their towns using tree canopy. At each workshop it was the preferred character type above colour, biodiversity and main street amenity, though each of these character types were found to be favoured in specific locations within each town. Biodiversity was identified as a key factor in species selection for street and reserve trees as was the ability to create a unique character for each town through the planting of specific trees in specific locations.**

The main idea for each town, with general consensus from attendees at each workshop, is as follows:

1. Nhill: Planting up the two major entranceways into town being Nelson Street from Melbourne and Victoria Street out to Adelaide and connecting them through the main thoroughfare of town to create a positive driving experience and gateway into town.
2. Jeparit: Enhance the native and biodiversity character of the town and connecting the urban area to the surrounding river area through street trees.
3. Rainbow: Improve the look and amenity of Taverner Street, noting existing footpath installations and existence of overhead powerlines as one of the major entrances into town and consider shade trees in kerb outstands to enhance the existing plantings in Federal Street.
4. Dimboola: Extend the exotic avenue along Lloyd Street each way from the shopping strip and improve the biodiversity link up Wimmera Street from the River.

Some broader opportunities identified by various residents were:

- Improve all entrances to town, including off the highway (though managed by VicRoads)
- Enhance some parks/and reserves through more shade trees
- Work with utilities and other land holders: VicRoads, Powercor, Schools, private landholders to have trees planted and managed on their land
- Communicate well with the community to keep momentum given the long time span of this plan
- Work with residents to encourage complementary plantings in private gardens
- Incorporate trees and tree benefits into Council's existing policy and planning framework e.g. Climate Change Action Plan, Environment Strategy, Council Plan.





# RESULTS OF WORKSHOPS

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## Nhill

Both the arboricultural survey and the community groups identified priorities and opportunities for greater shade for both entry roads into town and along the two main streets, Nelson and Victoria Streets. It was agreed that these should take priority for tree planting in Nhill.

Whilst there were many similarities between the assessment and community ideas, the community did however place higher priority on Whitehead Street to provide some shade for school children to walk along. Whitehead Street however presents a range of challenges: powerlines and heavy truck access so species selection will be important.

## COMMUNITY PRIORITIES

- Dimboola Road entrance and avenue: use trees to screen dust and noise from Grain site and create more of avenue into town
- Hospital: More trees needed in carpark and outside hospital
- Nelson Street: Plant trees in commercial carpark and more natives clumped in median
- Victoria Street: Opportunity for high impact avenue into town
- Whitehead Street: needs shade for children to walk to school
- Western Highway: needs an avenue into town
- Truck trailer exchange, race course and showgrounds needs more trees
- Queen and Park streets: needs trees
- Belcher and Clark: need trees and more biodiversity
- Plant trees along A&P Society fence

## ISSUES OR CHALLENGES TO CONSIDER

- Nelson (out of town from William) has narrow footpaths
- Whitehead Avenue has many challenges for planting trees: trucks and powerlines
- Powerlines mean can only plant 2.8m high trees
- McPherson Street has narrow nature strips
- Need to manage trees and fire truck access into swamp which some of which is privately owned
- Tree diversity is needed around the lake, some land of which is privately owned
- Need species suitable for Hindmarsh climate





## Jeparit

Jeparit residents identified sites that were also highlighted as opportunity sites in the assessment. Druminure Street was also a common site for planting. Native trees were preferred so as to further settle the town into its connection and proximity to the river.

### COMMUNITY PRIORITIES

- The entranceway from Rainbow where the bowling club and depot had very strong support for greater shade and screening using trees = Lower Roy
- Plant more shade trees in median and park along Broadway
- Druminure Street needs more shade
- Peterson Ave: plant natives up this street from the river
- Charles Street: as another entranceway into town should be planted with natives
- There is potential for more revegetation along the river front and in the horse paddock. Though it is unclear who owns this land.
- Use floodway (between Riverside Street and river) as tree reserve
- Recreation Reserve could do with improved amenity between field and track. Needs more trees and shade plus BBQ facilities for families during footy.
- Lemon scented gums to be planted in reserve near swimming hole

### ISSUES OR CHALLENGES TO CONSIDER

- Jeparit Rec Reserve needs a clean-up and planting of trees
- The Ash trees in Charles Street drop leaves and look unsightly and there are powerlines to consider
- The trees outside the bank need to be replaced as they are unsightly and messy
- Lower Roy out to Rainbow desperately needs trees
- Mill Street needs trees to replace the dead and removed ones





## Rainbow

Rainbow has recently upgraded the central median of the main street, Federal Street which includes new tree plantings. There are some clear opportunities which were supported by the community to plant more shade trees in the roadway along Federal Street to enhance the existing works. These however would require further infrastructure works to create new kerb outstands and so require additional funding for infrastructure works.

The residents of Rainbow, however, identified Taverner Street as the key priority for street tree planting as the main entrance into town. There are currently road footpath upgrades continuing along Taverner so there is a good opportunity to align tree planting with footpath works.

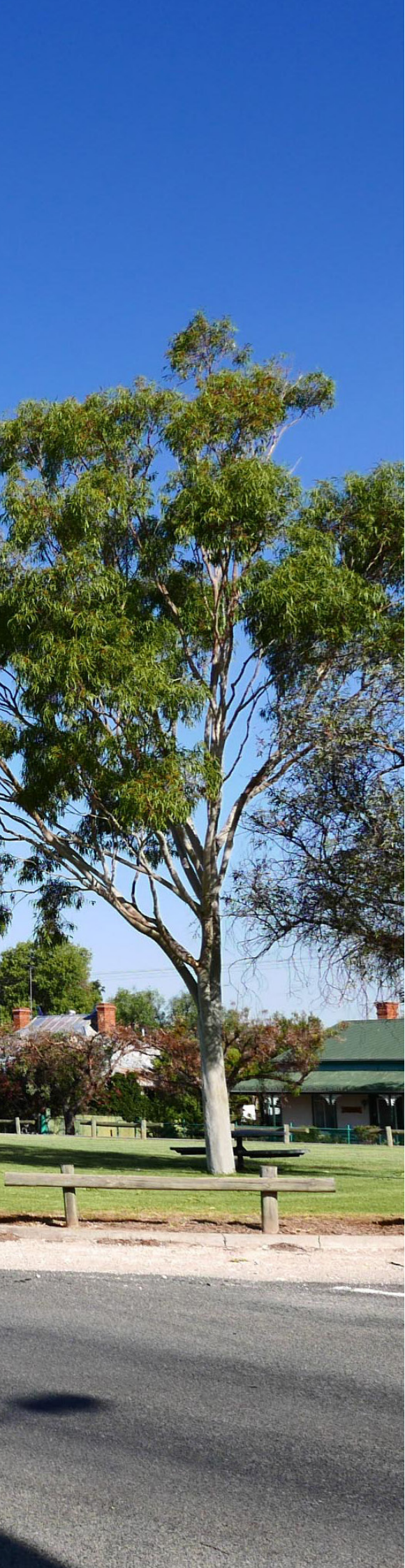
### COMMUNITY PRIORITIES:

- Taverner Street should be highest priority. Due to powerlines on one side, consider planting smaller species underneath powerlines and larger species on the other side
- Need shade trees in front of hospital – Sanders Street
- Ryan Street could have some large canopy trees planted along it
- Park street between Queen and Bow where there are very few trees
- Bow Street to Endaro Street, trees are needed.

### ISSUES OR CHALLENGES TO CONSIDER

- Soil types vary across town making tree selection more challenging – there is limestone and clay in some areas
- More shade is needed right across town
- Taverner Street: powerlines, sight lines, new footpaths and kerbing, drainage
- Railway Street – gumnut mess
- Sightline at Eddy and Railway Streets needs considering
- Melias (White cedars) drop mess in Eddy Street





# Dimboola

The main retail strip of Lloyd Street has already had some significant street tree planting. It does not however extend beyond the shopping strip and as a main entry into town, the community believes it has a greater need for more trees. Hindmarsh Street, identified as the top priority in the arboricultural assessment will be planted out with Crepe Myrtles in Winter 2018.

## COMMUNITY PRIORITIES

- Anderson Street is currently being reconstructed and when finished needs an avenue of trees
- Wimmera Street should link much better with the river by using native trees as an avenue.
- School Street needs trees
- George street needs trees and understory plantings to buffer residents from railway corridor
- Nhill Road could use more trees to enhance existing ones
- Lloyd Street: extend the avenue either side of retail strip to enhance character (deciduous) using water sensitive urban design, such as swales or passive stormwater kerb inlets.

## ISSUES OR CHALLENGES TO CONSIDER

- Lloyd Street may need roadside sealing at some point which may damage newly planted trees. Though Council has suggested the swales are kept as drainage and plant canopy trees to retain the rural township feel.
- Kerb and channelling not yet done on Lloyd Street – might need to be one day impacting trees (see above for potential solution)
- Powercor contractors heavily prune trees to obtain legislated clear zones around powerlines
- Old Weir Lane has flood potential
- Olive trees are a weed species and shouldn't be planted
- Powerlines need to be considered across town
- Soil types change a lot over the town
- Railway corridor is bare providing no protection from cold SW winds
- Front of historic railway station is ugly
- Tree roots on unmade footpaths become trip hazards
- Some species are weedy along the river (Ash trees)
- Pines trees next to Recreation Reserve are ugly and should be cut down



# CHALLENGES

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Street and reserve tree planting within Hindmarsh faces some challenges that need to be accommodated when planning for and managing these trees. These include:

Conflict with infrastructure: urban environments come with a range of hard infrastructure to help towns function e.g. roads, drainage, electricity powerlines, kerb and channel. Often there are risks associated with trees interfering with the function of this infrastructure e.g. branches growing into powerlines and so trees must be managed to reduce this risk. Careful consideration must be given to select the right tree species for the right location so as to minimise conflict with infrastructure where possible.

## CLIMATE AND WATER:

Hindmarsh has extreme seasons with hot dry summers and cold crisp winters. Water is a limited resource that must be used and considered sustainably. As a result, the species selected to grow in Hindmarsh's streets must be able to not only survive these extremes, but also thrive. Climate predictions highlight that these extremes are likely to get worse placing further importance on selecting species for the Shire that will grow well into the future. This also creates a need to explore integrated water management principles for Hindmarsh including the use of water sensitive urban design where possible and implement a robust tree establishment watering program.

## SOILS:

Each town has a mix of soil types and some are harder for trees to grow in than others. Heavy clay soils and limestone can provide difficult growing conditions for some trees. Testing and ameliorating soils is a very expensive exercise and should only be done

when completely necessary. Instead, species selection plays a critical role in ensuring longevity and health of planted trees.

## RESOURCES:

Street and reserve trees are currently managed in each town by the Parks and Gardens Team. This team of six staff is not only responsible for trees but also maintenance of public facilities, lawn and grass mowing, street sweeping, litter and maintenance of street furniture. To actively manage a growing urban tree population will require adequate resources to inspect, maintain, remove, renew and plant all trees under the proposed 5-year planting program. Boosting the existing resources with a level of horticultural knowledge will help to ensure best practice tree management.

## EXISTING TREES - INHERITED LEGACY:

It is recognised that many urban trees planted in and around Hindmarsh are problematic. Some are weedy such as the Desert Ash trees, some are too big for their location and some have not thrived under the existing climatic conditions. Whatever the reason, there is no proposal to remove all of these trees within a 10 year program as this would lead to significant landscape amenity loss as well as a heavy burden on the existing resources. Instead, ongoing management of these poorly selected trees is critical alongside a broader and long term removal and replacement program that accompanies a vacant site tree planting program. A gradual transition to a healthier and longer-lived urban tree population is a far more sensible and cost effective approach for Hindmarsh.



## **PESTS AND DISEASES:**

The predicted climatic changes are likely to inflict stresses on urban trees and other plants, and this may increase their susceptibility to certain pests and diseases. Climate change may alter patterns of disturbance from pathogens and herbivorous insects through physiological changes in the host plant. The expected changes in temperature and moisture availability will also directly affect the development and survival of the pests and pathogens, and their natural enemies, competitors and vectors. This may alter the impact of native pests and diseases and increase the populations of some species, including non-native species, not currently recognized as pests to epidemic proportions.

## **COMMUNITY PERCEPTIONS OF TREES:**

In general, street trees are highly valued elements of the urban environment and their benefits far outweigh their annoyances. Some people however, have a general fear of trees or consider them a nuisance factor. Things such as fear of native trees dropping limbs, notions of trees being 'messy' or doing damage to adjacent infrastructure and thoughts that resources would be better spent on other community assets are common perceptions of trees. There is also a strong association of native trees with bushfires. However most of these fears can be alleviated by good communication and knowledge as well as ongoing best practice urban tree management that aims to mitigate risk.





# COUNCIL BUDGET AND RESOURCES

Currently, Council has \$30,000 annually budgeted for tree planting. A further budget for town maintenance includes tree maintenance such as pruning, tree removal, branch removal and street sweeping.

\$30,000 allows for a maximum of 60 street trees to be planted each year. This includes purchase of the tree stock, planting and three years watering and formative pruning.

The existing Parks and Gardens staff conduct all manner of tree works. They are currently able to resource the planting of 15 trees in each town per year, plus the ongoing watering and pruning requirements.

As per below diagram, the arboricultural assessment identifies far more than 60 vacant sites per year to be filled. Each priority year as demonstrated has at least 150 trees to be planted across the 4 towns each year.

| PRIORITY | NO. STREETS/ SECTIONS | NO. VACANT SITES |
|----------|-----------------------|------------------|
| 1        | 4                     | 176              |
| 2        | 7                     | 200              |
| 3        | 13                    | 175              |
| 4        | 10                    | 169              |
| 5        | 9                     | 170              |
| 6        | 10                    | 194              |
| 7        | 10                    | 191              |
| 8        | 11                    | 181              |
| 9        | 10                    | 159              |
| 10       | 12                    | 159              |

Table 2: Results of assessment for planting out in vacant sites

## ADDITIONAL COSTS

Planting trees in more engineered solutions such as kerb outstands in Rainbow’s main street, redesigning drainage or using back of kerb inlets for passive stormwater flows will bring greater benefits to the tree yet comes at additional costs, including potentially higher maintenance costs.

Any additional tree planting identified as an opportunity site is to be encouraged as part of broader infrastructure upgrades by either Council, VicRoads or utility service providers so that budgets can be leveraged. Business cases may also be made for external funding streams to contribute to the cost of works.

## CAPITAL WORKS

Water Sensitive Urban Design (WSUD) should be considered as part of all footpath and kerb construction projects and where possible, trees included and funded as part of the project budget.



Water Sensitive Urban Design (WSUD) should be considered as part of all footpath and kerb construction projects







# HINDMARSH STREET TREE PLANTING PLAN

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By taking into account the arboricultural assessment, the community's ideas, the identified challenges and the existing budget constraints, the following 5 year planting plan has been identified. Given that the number of opportunities far outweigh both budgets and resources, if further funding for resourcing became available then Council could increase its tree planting quota per year in identified streets. This Strategy should be used in both budget and capital works planning discussions as a business case for increased tree planting and management funding where possible.

Priority streets and roads have been given a 1-4 year timeframe. Others have been allocated within a 5-10 year period and others are to be reviewed after 10 years. It is noted that not every vacant site identified within a chosen street will be planted within the year they have been allocated based primarily due to budget constraints. If additional resources were to be made available there is already a plan for where to plant additional trees. Council should review the program after year 4 to determine the extent of planting undertaken and decide to continue with new streets or complete the gaps in others.

A species type has been recommended for each street. When selecting the right species for each street, Council will consider the assessment results, the species palette suitable for Hindmarsh, availability of stock and the preference of residents as gauged from consultation.



# NHILL

## Street Tree Planting Priorities

|                | STREET          | NO OF VACANT SITES | TREES PLANTED | SPECIES TYPE                                                       | NOTES                                                                            |
|----------------|-----------------|--------------------|---------------|--------------------------------------------------------------------|----------------------------------------------------------------------------------|
| Year 1<br>2019 | Nelson Street   | 38                 | 15            | Median: evergreen, tall Eucalypts, Acacia                          | Need to align with footpath works. Opportunity sites in median.                  |
| Year 2<br>2020 | Victoria Street | 36                 | 15            | Non P/I side: large ornamental/deciduous                           | Main entranceway. Focus on western extent and central median.                    |
| Year 3<br>2021 | Whitehead Ave   | 28                 | 15            | Under p/l: small ornamental<br>Non p/l: small to medium ornamental | Need to consider powerlines and truck access. Smaller trees will need to be used |
| Year 4         | Dimboola Rd     | 25                 | 15            | Under p/l: Small evergreen<br>Non p/l: small to medium evergreen   | Reinforce outer separator planting, screen silos                                 |

Review ready for 5-10 year planting plan

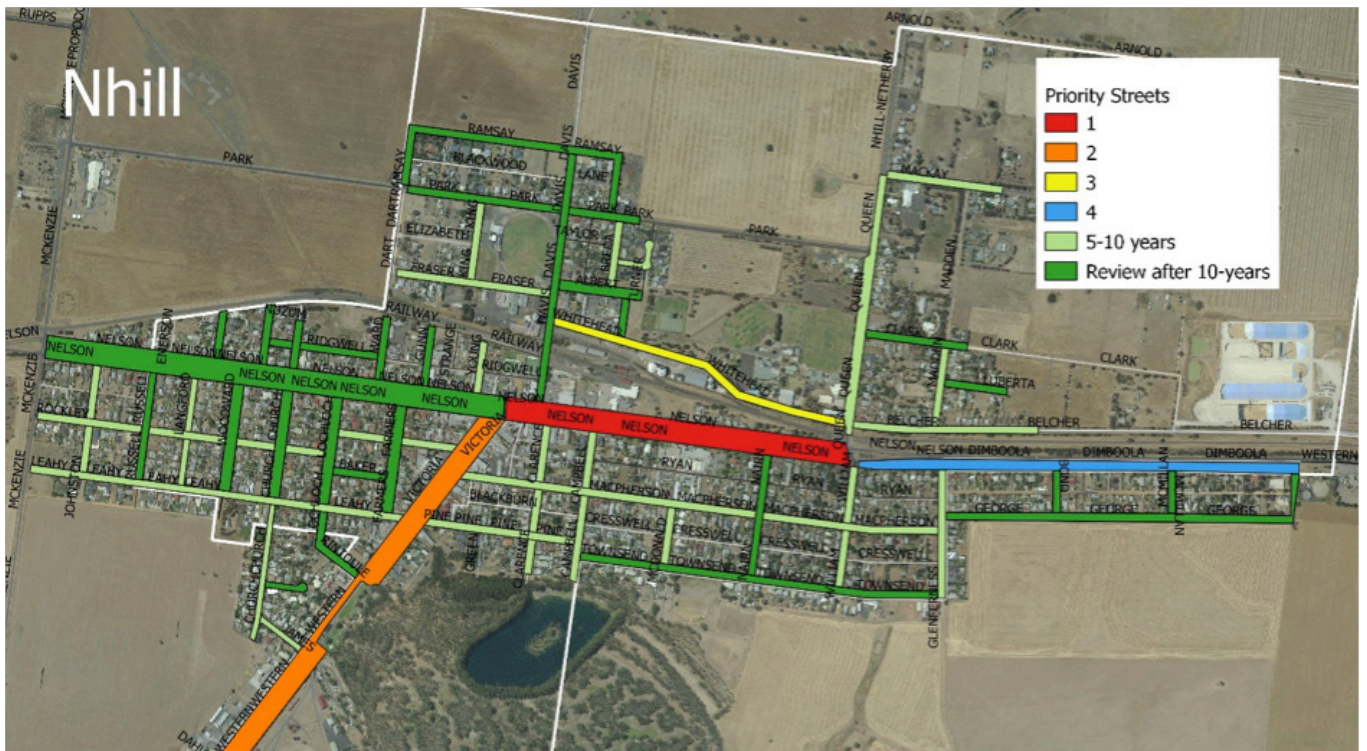


Image 11: Nhill's priority streets for tree planting 2019-2022



## NHILL

### Street Tree Planting



Image 12: Nhill Truckstop currently



Image 13: An example of Nhill Truckstop with trees planted



# NHILL

## Opportunity sites



Image 14: Nhill's opportunity sites

Uniquely, many of Nhill's opportunity sites fall within the priority streets in the first two years of the program. As a result, these opportunity sites should be filled as part of the tree planting program.

| STREET                                  | LOCATION                     | NOTES                                                                                                       |
|-----------------------------------------|------------------------------|-------------------------------------------------------------------------------------------------------------|
| Victoria Street (corner of Pine Street) | Traffic Islands              | No powerlines. Space for a large tree.                                                                      |
| Nelson Street                           | Both median and Nature Strip | Wide space, no powerlines. Space for large trees.                                                           |
| Dimboola Road                           | Median                       | Entrance into town, wide, no powerlines, space for large trees e.g. <i>Corymbia maculata</i> (spotted gums) |





# JEPARIT

## Street Tree Planting Priorities

|                                          | STREET            | NO OF VACANT SITES | TREES PLANTED | SUGGESTED SPECIES                                                                                                     | NOTES                                                                                                                                                        |
|------------------------------------------|-------------------|--------------------|---------------|-----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year 1<br>2019                           | Broadway          | 41                 | 15            | Median: Large native signature trees<br>Footpath:<br>Both sides small narrow upright form.<br>Evergreen or deciduous. | Opportunity sites in median.<br>Use small trees in nature strip<br>Take into account any upcoming footpath works.                                            |
| Year 2<br>2020                           | Lower Roy         | 8+                 | 8             | Large Eucalypts                                                                                                       | Main entranceway into town. Bowls club and depot could be screened with large Eucalypts<br>Outside retail area is an opportunity for trees in planter boxes. |
| Year 3<br>2021                           | Charles Street    | 34                 | 15            | Form an avenue with signature deciduous species                                                                       | High priority entrance into town and right through. Consider removing Ash trees. Note upcoming kerb and channel replacement in 19/20.                        |
| Year 4                                   | Druminaire Street | 20                 | 15            | Non P/I: medium tree (consider Jacaranda)<br>Under p/I: small deciduous trees                                         | Don't plant western section. Remove Ash trees. Small tree under power-lines and larger tree on other side of road.                                           |
| Review ready for 5-10 year planting plan |                   |                    |               |                                                                                                                       |                                                                                                                                                              |

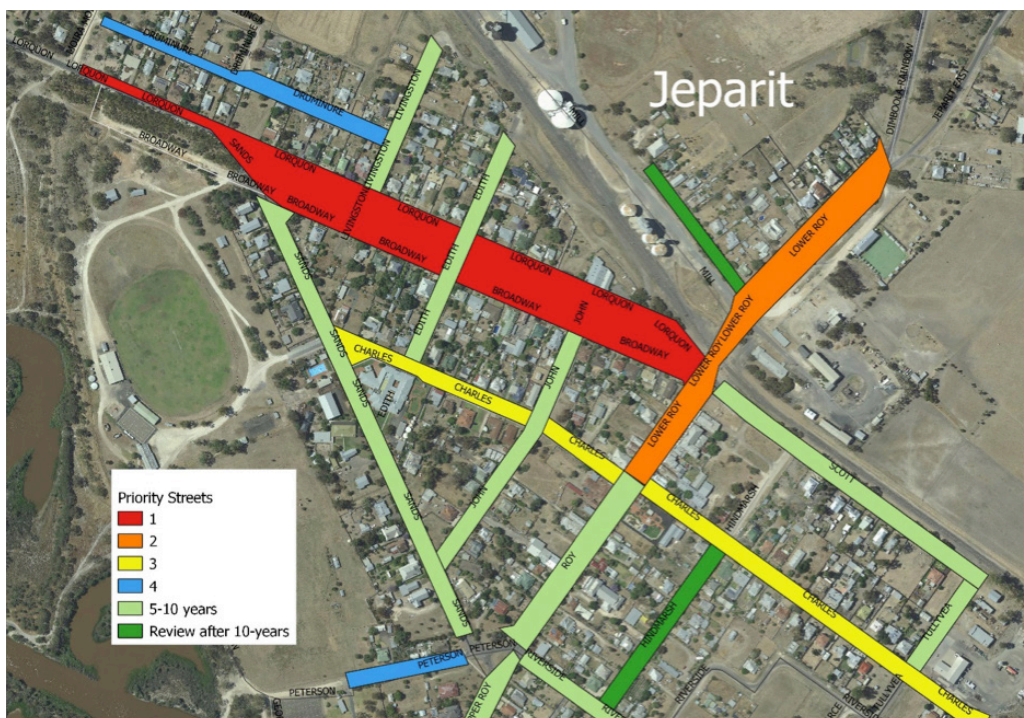


Image 15: Jeparit priority streets for tree planting 2019-2022



# JEPARIT

## Street Tree Planting



Image 16: *Broadway, Jeparit currently*



Image 17: *An example of Broadway, Jeparit with trees planted*



## Opportunity sites



Image 18: Jeparit opportunity sites

| STREET                | LOCATION                          | NOTES                                                                                      |
|-----------------------|-----------------------------------|--------------------------------------------------------------------------------------------|
| Broadway              | Median, park and playground       | No powerlines. Wide median.                                                                |
| Lower Roy             | Park/reserve, median and planters | Entrance into town. Consider signature species: Brachychiton, Geijera or Red Flowering Gum |
| Dimboola Rainbow Road | Nature Strip                      | Entrance into town. Could plant row of 3-5 trees possibly Eucalypts                        |

# RAINBOW

## Street Tree Planting Priorities

|                                          | STREET          | NO OF VACANT SITES | TREES PLANTED | SUGGESTED SPECIES                                                                               | NOTES                                                                                                                                                 |
|------------------------------------------|-----------------|--------------------|---------------|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year 1<br>2019                           | Taverner Street | 72                 | 15            | P/I side: small, narrow upright form: Consider Olea, Lagerstroemia, Prunus<br>Non P/I: med tree | Major entrance into town. Consider footpath upgrades, truck access and powerlines. Small tree under powerlines and larger tree on other side of road. |
| Year 2<br>2020                           | Ryan Street     | 11                 | 15 altogether | P/I Side: small shade providing tree<br>Non P/I: Med tree                                       | Hospital needs shade out the front<br>Remove Lagunarias                                                                                               |
|                                          | Sanders Street  | 12                 |               |                                                                                                 |                                                                                                                                                       |
| Year 3<br>2021                           | Albert Street   | 12                 | 12            | Small to medium Eucalypts                                                                       | Proximity to school and consider footpath renewal.                                                                                                    |
| Year 4                                   | Darts Ave       | 10                 | 15            | Non P/I: medium tree (consider Jacaranda)<br>Under p/I: small deciduous trees                   | Use larger species on non-OHP side<br>Replace Ash. Consider footpath renewal & taking out melias and ash                                              |
|                                          | King Street     | 31                 |               |                                                                                                 |                                                                                                                                                       |
| Review ready for 5-10 year planting plan |                 |                    |               |                                                                                                 |                                                                                                                                                       |

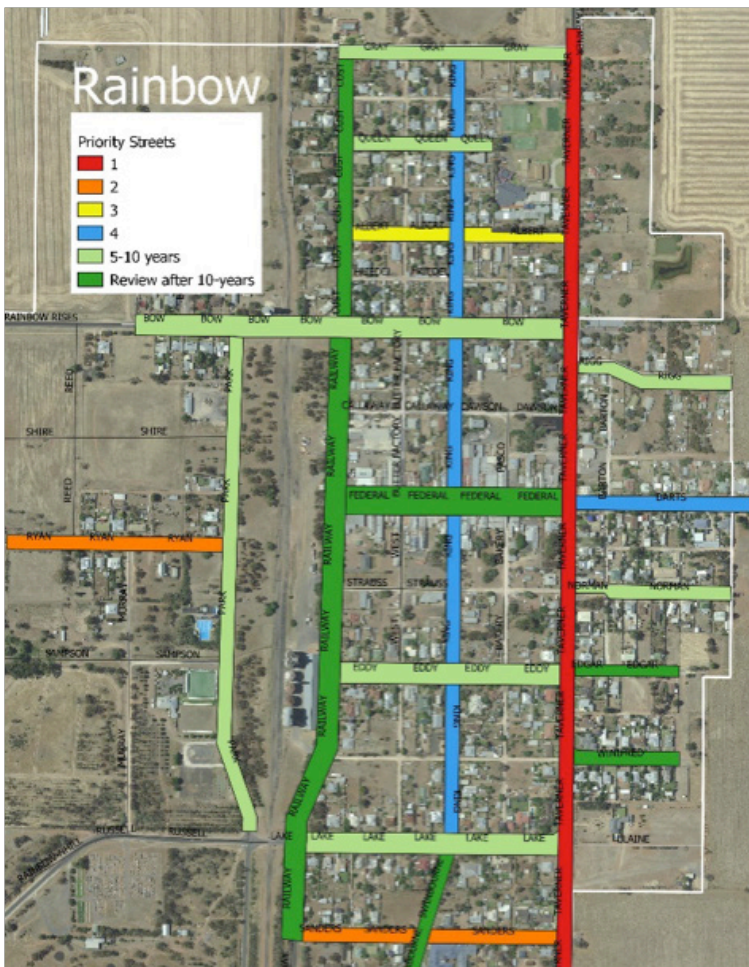


Image 19: Rainbow priority streets for tree planting 2019-2022



## RAINBOW

### Street Tree Planting



*Image 20: Taverner, Rainbow currently*



*Image 21: An example of Taverner, Rainbow with trees planted*



# RAINBOW

## Opportunity sites



Image 22: Rainbows opportunity sites

| STREET         | LOCATION      | NOTES                                                                                                       |
|----------------|---------------|-------------------------------------------------------------------------------------------------------------|
| Federal Street | Kerb outstand | Opportunity for larger canopy tree, possibly to match exotic character. Will need to construct planter box. |





# DIMBOOLA

## Street Tree Planting Priorities

|                | STREET                  | NO OF VACANT SITES | TREES PLANTED | SUGGESTED SPECIES                                                                  | NOTES                                                                                                                    |
|----------------|-------------------------|--------------------|---------------|------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| Year 1<br>2019 | Anderson Street         | 53                 | 15            | Median: narrow upright tree deciduous<br>Footpath: small tree under P/L. Deciduous | Is currently under reconstruction. Underground growing conditions should be improved for new trees. Remove ash under P/L |
| Year 2<br>2020 | Lloyd Street            | 63                 | 15            | Select species to match Pyrus. Either extend or similar species                    | Extend from retail strip, work alongside underground kerb and channel                                                    |
| Year 3<br>2021 | Wimmera Street          | 52                 | 15            | Evergreen/Eucalypts to extend towards river                                        | Prioritise area closest to shopping area and river first                                                                 |
| Year 4         | Nhill Rd<br>Normanby Rd | 16<br>25           | 15            | P/L: small evergreen<br>Non P/L side: medium evergreen                             | Enhance existing plantings to improve entrance<br>Replace poorly performing Pyrus                                        |

Review ready for 5-10 year planting plan



Image 23: Dimboola's priority planting streets 2019-2022



## DIMBOOLA

### Street Tree Planting



*Image 24: Anderson, Dimboola currently*



*Image 25: An example of Anderson, Dimboola with trees planted*



# DIMBOOLA

## Opportunity sites



Image 26: Opportunity sites in Dimboola

| STREET                           | LOCATION                                                      | NOTES                                                                            |
|----------------------------------|---------------------------------------------------------------|----------------------------------------------------------------------------------|
| High Street                      | Traffic Islands and Nature Strips                             | Already constructed just need trees and would make high profile entrance         |
| Wimmera Street                   | Traffic Island in kerb outstands (between Lloyd and Victoria) | Already constructed just need trees. Clean trunk species to allow for visibility |
| Horsham Road (near railway line) | Nature strip                                                  | No powerlines, entrance into town, could use large canopy trees for great effect |
| Lowan Street (corner Ellerman)   | Traffic Island                                                | No powerlines and enough space for a large canopy tree.                          |







# FURTHER ACTIONS FOR COUNCIL

---







## IMPROVE OPERATIONAL DECISION MAKING

- Implement 5 year tree planning program: plan at end of winter for following year considering extra opportunities in each town, ensure procurement of required stock and aim to plant late Autumn early winter to allow trees to establish
- Implement technical tree management guidelines, including tree removal policy
- Implement establishment period for every street and reserve tree: 3 years dedicated watering over summer and autumn (if needed) and formative pruning
- Implement a regular tree inspection program (every two years)
- Include all tree policies on Council website to improve transparency
- Include the vision, objectives and benefits of trees in other relevant Council documentation as it is reviewed e.g. Council or regional Climate Change Adaptation Plan, Environment Strategy, open space masterplan or strategy.

## PARTNERSHIPS

- Work together with other Council departments to include trees wherever possible in road, footpath and kerb and channel upgrades.
- Engage and partner with VicRoads to explore planting entrances to each town, particularly off Adelaide-Melbourne highway
- Work with local schools to encourage tree planting and maintenance on their own grounds for increased shade
- Encourage and educate residents to plant and maintain trees on their own private property
- Communicate with residents about street tree planting within their streets via letter drop
- Organise and run community tree planting days in conjunction with Landcare in each township.
- Demonstrate strong Council leadership on urban tree management and tree planting program
- Ensure tree planting schemes undertaken in new estates by developers are aligned with Council's policies.



# FURTHER ACTIONS FOR COUNCIL

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## INNOVATION AND IMPROVEMENT

- Explore significant tree species within the region to understand suitability as street or reserve trees
- Ensure that Water Sensitive Urban Design (WSUD) is considered in the planning of all footpath and kerb construction projects and where possible, trees included and funded as part of the project budget.

Good examples of WSUD guidelines can be found at Melbourne Water and City of Melbourne:

- o <https://www.melbournewater.com.au/planning-and-building/stormwater-management/options-treating-stormwater/swales>
- o <http://urbanwater.melbourne.vic.gov.au/melbournes-water-story/water-sensitive-urban-design-wsud/>
- Continue to align the Integrated Water Management Plan with tree planting
- Continue to utilise the Local Government Infrastructure Design Manual (IDM) - Sustainable infrastructure guidelines - Clause 5 - Integrated Water Management to encourage the trialling of water sensitive urban design where appropriate





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# GLOSSARY FOR HINDMARSH

**Biodiversity:** The variety of all life forms on earth: the different plants, animals and micro-organisms and the ecosystems in which they are a part

**Canopy cover:** the measure of the area of tree canopy when viewed from above, and is recorded as a percentage of total land area

**Deciduous:** trees that shed or lose all of their leaves for part of the year, usually over winter

**Ecosystem:** A community of organisms interacting with each other in their environment

**Inappropriate species:** species that have not performed well within their planted site e.g. have grown too big, have allergenic properties, have poor structure, required more water than they had access to etc.

**Integrated water management:** a holistic approach to water that promotes the sustainable use of all available water resources in ways that best deliver multiple community objectives

**Liveability:** An assessment of what a place is like to live in, taking into account environmental quality, crime and safety, education and health provision, access to shops and services, recreational facilities and cultural activities.

**Operational program:** the Council program of delivering tree planting, management and maintenance.

**Stormwater interception:** the halt or reduced flow of stormwater into the drainage system for re-use

**Street trees:** trees within road reserves, on nature strips and in medians.

**Urban:** a characteristic of a town or city e.g. density and development as opposed to rural

**Urban Forest:** the sum of all urban trees including those on public and private land

**Vacant sites:** sites within streets that could house a street tree but are currently vacant due to tree removal, vandalism or because a tree had never been planted.

**Water sensitive urban design:** is the integration of the water cycle into urban planning and design by recognising all water streams in the urban environment as a potential resource e.g. rainwater, stormwater, grey water and blackwater. WSUD is often used to describe the infrastructure built to capture and reuse stormwater



Produced by Treelogic and Urban Forest Consulting,  
in conjunction with officers, executives and councillors, and  
community members from the Hindmarsh Shire Council, 2018



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# Street and Reserve Tree Technical Management Guidelines

November 2018



#### Disclaimer

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## 1.0 Tree selection and planting

### 1.1 Guidance

Council will plant the right tree in the right place in the right way.

Council will proactively carry out tree planting to meet the following purposes:

- To preserve and enhance the local township character and the distinct areas within the townships;
- To increase the number of street trees;
- To increase the number of trees within parks and reserves;
- Select tree species for planting for their suitability to the site, biological diversity, adaptability to future climate changes, performance, and potential to contribute to the landscape without onerous management implications;

Council will:

- Set and maintain high tree planting and establishment standards;
- Ensure it is supplied with high quality tree stock and will allocate adequate resources to supervision of tree planting activities and levels of after-care maintenance.
- Consult and inform the community about all major projects involving tree planting.

Planting will be undertaken to reinforce and enhance landscape character within streets and reserves with the main objective of increasing the treed canopy across the townships. Tree planting in streets and parks and reserves will be undertaken in a programmed manner that addresses defined priorities.

Priorities for tree planting will be based on:

- Priorities outlined in the 10-year Tree Planting Plan for streets. The removal/replacement planting program based on condition or appropriateness of existing trees and the streetscape rating system (see appendix A). This will also incorporate the annual street tree planting program.
- The priorities outlined for planting within parks and reserves, assessed on canopy coverage and open space usage.
- Community requests.
- A recognised need for landscape enhancement during streetscape improvement works, such as incorporating streets nominated in the 10-year planting plan with Councils street construction works.

### 1.2 Introduction

Trees are the dominant component in landscapes and one of the most effective ways of improving the image and landscape character of a town is to upgrade the street tree / roadside and public open space planting.

Although the introduction of new trees to the streets and other Council managed land can be considered one of the simpler horticultural tasks for open space managers, trees create a long-term impression in the landscape and can alter the identity of the landscape and impact on management practices and subsequent resource allocation.

The urban landscape bears little resemblance to the natural landscape in which trees evolved. To ensure success for tree planting programs, a firm understanding of environmental resources that

allow trees to flourish and constraints that inhibit their growth is required. The basic requirements are: air (oxygen & carbon dioxide), light, water, nutrients and appropriate temperatures.

Council will implement a planned approach to tree planting within the municipality taking into consideration available funding, landscape requirements, environmental constraints, site and seasonal conditions, availability of stock and community expectations.

Tree planting may occur for the following reasons:

- A replacement for a tree removed as part of normal maintenance.
- 10-year planting program.
- Capital works programs.
- Community request to have a tree planted.
- Council officer request to plant trees.
- As part of an upgrade or Master Plan of the individual park or reserve.
- As part of asset or infrastructure upgrade redevelopment.

### 1.3 Design considerations

There are many planting situations within a township. Matching the site constraints or opportunities to tree/plant requirements will lead to more successful landscapes. There will be situations in which tree selection alone will be the best tool to achieve the desired outcome. Other sites, for example commercial/retail areas, may require site modification to reduce the limitations to plant growth.

#### *Climate*

Climatic variation throughout the municipality is small, as there are no major topographic variations that would cause marked climatic differences. The summers are typically hot, and the winters are mild. About 60 per cent of the annual precipitation is of low intensity and occurs during the winter months (particularly from May to October). Irregular thunderstorms during summer often produce intense rainfalls of short duration. Annual average rainfall is between about 400 and 500 mm. Severe frosts often occur during winter. It is noted that climate change modelling for Victoria will see average temperatures increase, annual rainfall decrease and extreme weather events such as storms and droughts increase in number and intensity. This will need to be taken into account when considering both tree species to be planted, and the growing conditions prepared for new trees. With this in mind, trees designed with and planted in passive water sensitive urban design systems are likely to thrive in changing climates. See following WSUD guidelines for appropriate concept designs for Hindmarsh

- <https://www.melbournewater.com.au/planning-and-building/stormwater-management/options-treating-stormwater/swales>
- [https://www.sa.gov.au/\\_data/assets/pdf\\_file/0019/20917/WSUD\\_chapter\\_11.pdf](https://www.sa.gov.au/_data/assets/pdf_file/0019/20917/WSUD_chapter_11.pdf)
- [https://www.brisbane.qld.gov.au/sites/default/files/wsud\\_chapt2.1\\_to\\_2.4.1\\_swales.pdf](https://www.brisbane.qld.gov.au/sites/default/files/wsud_chapt2.1_to_2.4.1_swales.pdf)
- [https://www.stormwater.asn.au/images/Conference\\_Papers/Victoria\\_2013/Ppt0000012.pdf](https://www.stormwater.asn.au/images/Conference_Papers/Victoria_2013/Ppt0000012.pdf)
- [https://www.naturalresources.sa.gov.au/files/sharedassets/adelaide\\_and\\_mt\\_lofty\\_ranges/plants\\_and\\_animals/green\\_infrastructure/green-infrastructure-waymouth-case-study.pdf](https://www.naturalresources.sa.gov.au/files/sharedassets/adelaide_and_mt_lofty_ranges/plants_and_animals/green_infrastructure/green-infrastructure-waymouth-case-study.pdf)
- <https://www.bendigo.vic.gov.au/sites/default/files/2016-08/City-of-Greater-Bendigo-Water-Sensitive-Urban-Design-Resource-Kit-Document.pdf>



### *Biological criteria*

Selecting the right tree for the right space is critical to the success of the planting. The use of indigenous plant species should be encouraged, as far as practicable and where appropriate. Australian species from other localities and exotic species can also make positive contributions to the landscape and local environmental factors, such as local biodiversity. In some cases, these species are better adapted to the conditions of the highly modified environment and have positive attributes that can fulfil specific landscape functions.

Biological criteria will also consider factors such as a trees tolerance to drought, wind and modified soil environments.

### *Site conditions*

The following road configurations will require a different approach to design and species selection:

- Main roads
- Residential streets in urban areas
- Streets and road reserves with substantial remnant vegetation
- Commercial / industrial precincts

The above categories may also have other factors that could affect the design, location and selection of trees. For example:

- The presence of powerlines
- The presence of footpaths and kerbs
- Width of planting area (nature strip / median strip)
- Different clearance and visibility requirements
- Landscape character
- Underground infrastructure

Locations of tree planting shall be determined by the Infrastructure Strategic Assets and Planning team and existing street features restrictions in conjunction with community consultation where appropriate. A common-sense approach should be adopted always.

## 1.4 Street tree planting styles

Several different styles of street tree planting could be utilised within the townships of Hindmarsh. The ultimate style will be dependent on the existing street tree character, street type, dominant land use and planting space. There are opportunities to utilise all the five street tree planting styles listed below within the townships. The powerline planting style will be the most common style to reduce maintenance requirements.

### *Formal*

- Considered a homogenous avenue.
- Usually one species, but can also incorporate different species of trees, if they are similar in size, form and texture.
- Usually regular and equidistance spacing of trees.

The avenue effect of uniform species is the preferred planting style within the townships where appropriate.

### *Informal*

- Combination of native or indigenous tree species at irregular numbers and spacing.

### *Group Trees & Shrubs*

- Grouping either trees or mixed vegetation (trees & shrubs) together at irregular numbers and spacing.

### *Bushland/Indigenous Grouping*

- Groups of indigenous vegetation.
- Can be in continuous sections along street.

### *Powerline Plant*

- Using taller growing species on non-powerline side of the street and smaller growing species on the powerline side to negate the requirement to prune trees for clearance.
- Can also be used in situations where there is footpath only on one side of the road and consequently leaving a narrow planting site and a wider planting site on the other side of the street.

Powerline planting will be the most common planting style within the townships. This is the preferred planting style to minimise the potential for conflicts between vegetation and overhead electric lines and to reduce the requirement to undertake clearance pruning. Reducing the requirement to maintain trees under powerlines will be sought at every opportunity.

Any traffic features within a street may be planted if suitable, such as roundabouts, medians, kerb outstands.

### *Trees in commercial precincts*

Commercial precincts, including central business districts and associated strip shopping centres, are often designed to include vegetation such as street trees and display horticulture. The issues and challenges associated with managing trees and other vegetation in this context are different to a typical street in a residential area.

Site constraints and community expectations will differ from site to site. This will require a design approach that considers site-specific constraints, at each commercial precinct. Examples of commercial precinct site constraints and community expectations can include:

- Limited space between shop fronts and back of kerb;
- Concentrations of underground services that prevent or reduce planting spaces;
- Height limitations due to eaves, awnings, covered walkways;
- Maintenance of sight-lines associated with intersections, road signage and crossings;
- Shop-front visibility;
- Desire to raise the profile of a commercial precinct through beautification vis-à-vis trees/vegetation.

Because of these constraints, the range of tree species that can be used in commercial precincts is limited. There may be instances in which the use of trees is not physically possible or undesirable.

How Council manages vegetation, including street trees, at commercial precincts will be different to residential streetscapes. General principles include:

- Vegetation may be chosen to be manipulated such as topiary trees and hedges;
- Trees may have shorter natural life spans due to heavy pruning techniques or due to root disturbance resulting from underground infrastructure works;
- The dynamic nature of commercial precincts may result in frequent replacement cycles as infrastructure refurbishment/replacement programmes are implemented at shorter intervals than would be the case in residential areas.
- Trees may require engineering solutions such as tree guards for protection in areas in which vandalism and higher volumes of traffic occur.

#### *Street tree planting in residential areas*

The aim is to plant trees at regular intervals and at a density that will provide a sense of continuity and scale to the streetscape.

Where reasonable, one tree will be planted in front of each property within residential urban streets of the townships or alternatively at approximately 20 metre spacing's. The growth characteristics of the tree and the capacity of the street will also determine spacing. Smaller trees, i.e. trees up to 9 metres in height, can be planted at higher intervals between 6 to 10 metre spacings.

Other considerations include:

- private or other vegetation that exists on or close to the road reserve precluding the growth of a street tree;
- established planting theme or available space (long nature strip or corner allotment) allow for more than one tree per property; and,
- location of other infrastructure.

#### **Existing street features restrictions**

Trees should be located as per the following criteria:

- Minimum of 10 metres from intersections in residential streets and further in residential streets where visibility may be a problem.
- Minimum of 20 metres from intersections with signals, pedestrian signals and pedestrian crossings.
- Minimum of 15 metres from streets intersecting with a main road.
- Minimum of 10 metres from a Stop or Give Way sign.
- Minimum of 3 metres from lane ways, bus stops/shelters.
- Minimum 4 metres from vehicle crossings.
- Minimum of 3 metres from electricity poles.
- Minimum of 4.5 metres from hydrants.
- Minimum of 3 metres from a storm water or drainage pits.
- Minimum of 2 metres from beneath service wires.
- Trees are not to be located over house connections to gas and water services.
- As a rule, if there is no existing footpath, allowance must be made for future footpath and pedestrian access, however there will be exceptions.

- Trees are not to be located where private overhanging trees will significantly reduce their health, vigour or shape or where foliage from the mature street tree will impinge upon traffic signals.

No new tree planting shall be undertaken in streets with a planting area less than 1.5 m wide. This may vary if special engineering solutions are incorporated into the planting design to mitigate root conflicts with infrastructure and to increase the volumes available for tree root growth.

Selection of tree species will be commensurate with the width of the nature strip / road reserve or planting site (As indicated in Table 1).

No new tree planting shall be undertaken within the carriageway (road pavement) unless Council adopts a designed solution in conjunction with relevant authorities.

Tree species planted in urban streets should be able to be pruned to a single trunk or have a clear trunk to minimum height of 1.5 m for visibility.

Tree planting is to comply with VicRoads Tree Planting Policy May 2016.

#### *Tree planting in parks and reserves and other Council managed land and facilities*

The objective is to establish or reinforce the presence of a tree canopy within a Council managed park or reserve. Tree planting will also be undertaken in other assets managed by Council, such as civic centres, pre- schools, child-care centres, and car parks.

Trees will be planted annually depending upon funding, seasonal conditions, availability of stock and park suitability. Tree planting in individual parks may also respond to Master Plans.

Locations of tree planting will be determined by the landscape objectives being sought at a particular park or Council property and by site constraints. A common-sense approach should be adopted always.

Trees will be placed in the landscape to allow them to develop to their full potential and form (shape of crown).

A range of trees will be utilised to achieve a diversity of species.

Using good design principles, the aim is to plant trees that will establish or reinforce the presence of a tree canopy within Council managed land.

Tree selection will be based upon the requirements of the Council managed asset, or park/reserve and any Master Plans, and the required characteristics of the tree species as determined by Council.

Tree location should consider the mature dimensions of the canopy height and width, trunk diameter and root development requirements to ensure that they do not have an eventual impact upon Council or privately-owned infrastructure.

Tree location should consider existing vegetation within the site and on adjoining properties to limit unnecessary competition between established and proposed plantings. Tree location should also take into consideration maintenance and access requirements.

Trees should be located as per the following criteria:

- Minimum of 4.0 metres from park furniture, paths, driveways and lane ways.
- Specimen trees shall be planted a minimum 5.0 metres from adjoining properties and Council buildings.
- Minimum of 3.0 metres from electricity poles.
- Minimum of 2.0 metres from hydrants or drainage pits.



- Minimum of 2.0 metres from beneath service wires.
- Trees are not to be located over incoming gas and water services.
- Trees are not to be located where overhanging trees will significantly reduce their health, vigour or shape.

Tree planting within Council managed facilities must incorporate adequate tree protection, including tree guards and mulch appropriate to the social context of the site.

### 1.5 Providing adequate space for trees

The further a tree is away from infrastructure the less likely that damage will occur. Combined with this is the understanding that the smaller the size of the mature tree the narrower the planting site can be, within reason. No planting is to occur where the planting site is less than 1.5 m wide unless solutions to mitigate potential root damage are first identified.

Table 1 can be used as a guide in the selection of appropriate species for planting areas. Larger trees could be considered for the commercial areas only if engineering solutions are incorporated into the planting site.

*Table 1: Planting area guidelines (Adapted from Gilman, 1997)*

| Total Planting Area (Lawn, island, or soil strip) | Planting strip width | Distance from trunk to pavement or wall | Maximum tree size at maturity                            |
|---------------------------------------------------|----------------------|-----------------------------------------|----------------------------------------------------------|
| 9.5m <sup>2</sup> to 18.5m <sup>2</sup>           | 1.5m to 2.5m         | 1.2m                                    | Small (Less than 9m tall) to Medium (Less than 15m tall) |
| More than 18.5m <sup>2</sup>                      | > 2.5m               | > 1.5m                                  | Large (Taller than 15m)                                  |

The potential for direct mechanical damage and upheaval is one factor in street tree planting. It is also necessary to consider soil type and the proximity and design of structures.

### 1.6 Tree planting technique

Along with appropriate species selection and selecting quality stock, planting if done correctly, will have a lasting influence on future tree development.

Trees will be planted properly, and an after-care maintenance program implemented to achieve a successful tree establishment rate of greater than 90%.

Tree planting should take place between May and September; it can extend between April and October if prevailing weather conditions are conducive.

Planting and establishing trees is all about managing air and moisture in the soil. Manage these correctly and trees will grow quickly following planting. Four of the most common causes of poor plant establishment are 1) planting too deeply, 2) under watering, 3) over watering, and 4) over-mulching.

Planting too deeply in compacted soil can also lead to very slow root development. Each of these problems can lead to tree death, poor growth, or a slow decline after planting. If appropriate trees are planted at the right depth and they are irrigated properly, the planting has a good chance of success. See Figure 1 below for tree planting detail.

The following points need to be considered:

- The depth of the planting hole is determined by the depth of the root ball of the stock. The depth of the root ball is measured from the bottom of the trunk flare to the bottom of the root ball. Dig the hole slightly shallower than the root-ball depth and as wide as possible.
- Trees benefit from larger planting holes; a larger hole means a greater volume of loose cultivated soil for rapid initial root growth. Widening the planting hole is the only way to increase this volume. The planting hole must be three times the width of the root ball (Dig a much wider and shallower hole in compacted soil).
- The planting hole should have sloping sides rather than vertical walls. The sides are to be scarified. The root ball must be supported by firm soil underneath to prevent settling.
- The bottom of the trunk flare shall be at or slightly above finished grade. The top of the root ball should be set slightly above the soil level to account for any drop in the soil level at the base of the planting hole. Allowing the roots to be too deep in the hole is the most common mistake made during planting and it is nearly impossible to rectify.
- Backfill should be like the soil at the planting site. Backfill soil can be amended to meet specific objectives. Fertilising is not required on newly planted trees. Most nursery-grown trees are well fertilised during production and seldom respond to fertilising at planting except in the most infertile soils.
- The soil backfill must be free of large soil clumps and rocks (fine tilth) and should be installed and settled in layers, finely tamped or left to settle on its own, to limit future settling and exclude air pockets. The top of the root ball should not be covered with any soil. Backfill soil must not be compacted to a density that inhibits root growth.
- It can be beneficial to form a temporary basin (berm) around the outside edge of the root ball, make the wall about 75 mm to 100 mm high and firm the soil into place with hands. This will greatly decrease soil moisture run-off and will also direct water down into the root zone.
- Water the root ball and backfill soil to bring the root ball to field capacity.
- Approved mulch is to be applied near, but not touching, the trunk out to the perimeter of the planting; as a minimum. A 75 mm to 100 mm layer of approved woodchip mulch is ideal. Mulch should be thinnest over the root ball. Mulching further out from the planting hole has good benefits.
- If good quality tree stock has been purchased staking for support will not be necessary in most landscape situations. Two stakes used in conjunction with a wide, flexible tie material on the lower half of the tree will hold the tree upright, provide flexibility, and minimise injury to the trunk. Support staking and ties should be removed after the second year of growth (by the conclusion of the 2-year maintenance program). Trees that have been grown well in the nursery may not require any structural pruning at planting. Some damaged branches during transporting, storage or planting may need to be removed.
- Consider using 'watering well' type systems in surfaces with low permeability during establishment.

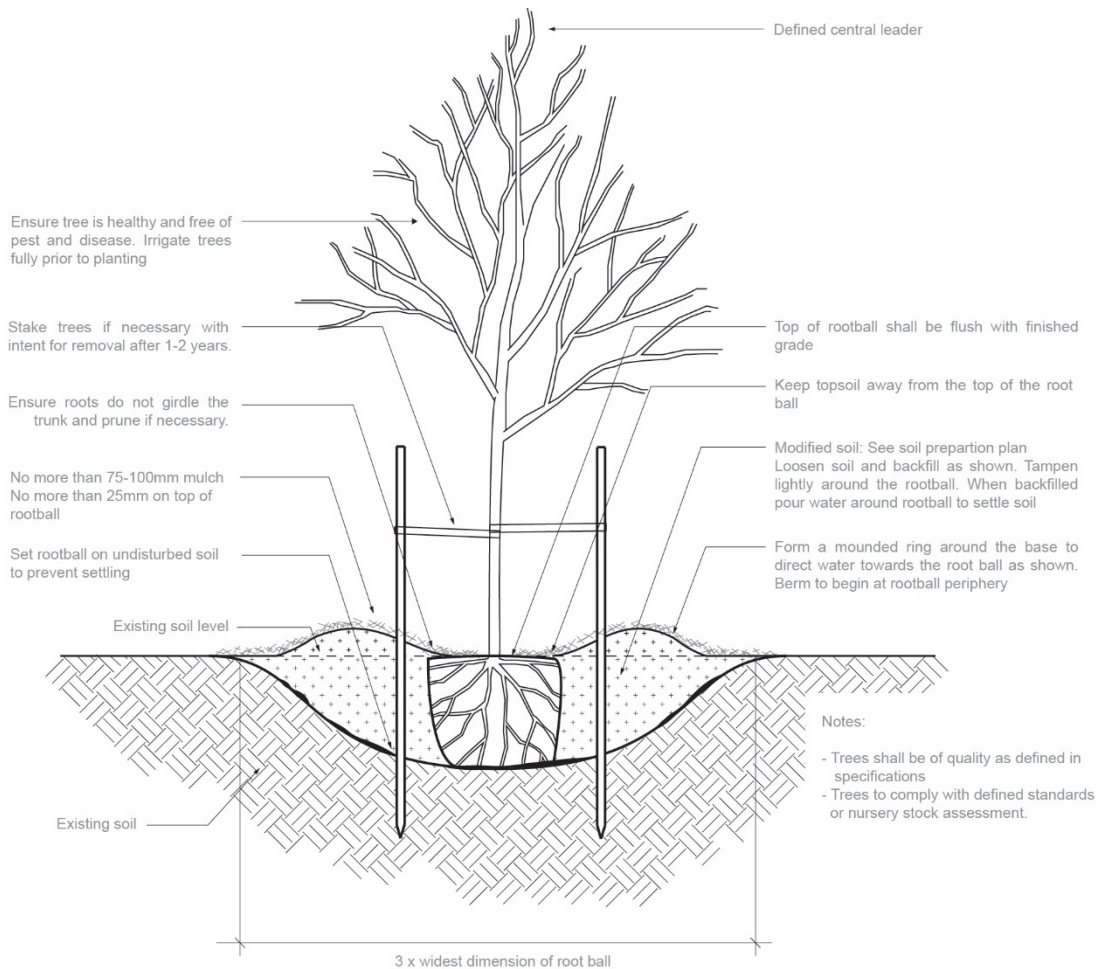


Figure 1: Typical street tree planting detail in nature strip

### Planting in compacted soils

Because roots grow poorly in compacted soil, it should be tilled or broken up with specialised heavy equipment prior to planting. This must not be done beneath the canopy of existing mature trees as significant root damage could occur leading to decline.

Several 60 cm to 90 cm deep, 7 to 10 cm wide trenches can be dug from the planting hole like spokes in a wheel as shown in Figure 2. A backhoe or chain trenching machine can dig trenches quickly.

This technique is also referred to as vertical mulching and can be used for decompacting soil around established trees (using sympathetic excavation methods). Amended or original soil can be placed back into the trench although there is no evidence that amended soil increases root growth more than backfilling with original soil.

The same technique can be used in nature strips with the trenches running parallel with the footpath and kerb (dependent on location of any underground services).

Although this may not provide all the benefits of loosening the soil around the entire planting hole, it may be less expensive, and roots should be able to grow well in the loose, aerated soil in the trenches.



Figure 2: Radial trenching used in compacted soil for newly planted tree

### *Tree planting by residents*

Council is responsible for the planting and maintenance of street trees. Council seeks to develop uniform streetscapes that compliment landscape character and meet design and maintenance requirements. Without Council approval, residents are not permitted to plant trees within the nature strip or other sites within the road reserve. Council may remove such plantings and no compensation will be available to residents for the removal of these trees and shrubs (greater than 300 mm in height).

Council may support community groups planting vegetation within the townships. Council will consider upon request.

### 1.7 Tree establishment program

After-care tree maintenance requirements are vital to successful tree establishment and it must be considered an extension of the planting process itself. All previous expense and efforts to plant a new tree in the landscape will be wasted without proper after-care maintenance. This facet of the tree planting process can greatly increase the success of the planting if carried out rigorously. The establishment program shall include:

- A watering program to ensure an optimum soil moisture level is maintained and growth continues unaffected by drought or soil saturation;
- Monitoring and control of pest and disease;
- Replacement of planted trees that do not survive the maintenance period (excluding vandalised trees);
- Maintaining tree stakes and ties;
- Develop good tree architecture through formative pruning;
- Maintaining planting sites free of weeds;
- Maintaining specified depths of mulch; and
- Reporting



A program of post-planting maintenance should extend for a minimum two years after planting. The period of post-planting maintenance may be extended, depending upon size of planting stock, prevailing seasonal conditions and tree establishment success.

A regular watering program is the most important maintenance step. Monitoring of watering requirements is necessary to ascertain plant needs and watering frequency. This can be dependent on climatic and site conditions. Specific recommendations for watering are impractical due to the enormous variety of situations, edaphic conditions and tree requirements.

Watering regimes will also take into consideration any current water restrictions. During periods of water restrictions, a combination of recycled A class water, reclaimed storm water and bore water will be used to water all recently planted trees for the duration of the two-year tree establishment period.

### *Irrigation*

Newly planted trees are under stress and have greater need for maintenance until the root system can fully develop at the new site (Watson & Himelick, 2013). Water stress can occur even with the of best after-care maintenance during extreme hot and dry conditions. Water is the most limiting factor required for root growth.

Allowance should be made for suitable irrigation, usually for a minimum of six months (possibly from late September through to early May) during the year, to avoid moisture stress and to promote plant growth across the site.

The amount of water necessary for successful plant establishment is dependent on the size of the tree that has been planted, the soil conditions and the climatic conditions. The root ball of the tree must have constant moisture until the tree has established. In the first two years after planting the most important place to check the soil moisture is in the root ball (Watson and Himelick, 2013). A component of the after-care maintenance program should be to randomly sample a range of newly planted root balls across the townships to ascertain moisture content. The moisture in the root ball should be checked with some form of a probe, either electronic, soil corer or a simple metal rod checking for penetrative resistance, that are all useful in gauging soil moisture levels.

The amount of water that needs to be applied through irrigation is dependent on the size of the deficit between the water available in the soil through rainfall and the total water used by the tree.

When a new tree is planted the amount of water available from the soil/media is relatively small and hence frequent applications of water are required to ensure the root system, which often has been damaged, has access to water on a continuing basis.

It is therefore very important that:

- Water be supplied regularly to newly planted trees to ensure survival and maintain growth, and,
- Development and expansion of the root system is encouraged so that the tree gains access to increasing volume of water in the surrounding soil.

Other additives can assist with tree establishment for example surfactants to improve infiltration of water, and carbohydrate drenches (sucrose) to stimulate root growth.

Fertilising is not required on newly planted trees. Most nursery-grown trees are well fertilised during production and seldom respond to fertilising at planting except in the most infertile soils.

### *Formative pruning*

Formative pruning, also referred to as structural pruning, is a method generally performed on young and establishing trees, which influences the orientation and spacing of branches to enhance form and improve structure or directionally shape trees, such as around electric wires (as they continue to grow).

There are three basic tree architecture development issues that should be addressed with formative pruning during the two-year post planting maintenance program:

- Removal or reduce codominant stems
- Removal of vigorous branches and stems that develop low on the trunk
- Reduction (shorten) of vigorous lower branches that will tend to over-extend

## 1.8 Tree selection

There is no one perfect urban tree.

It is also important to understand that there is no one urban environment. The urban environment is a varied conglomeration of micro-climates and heterogenous soil conditions. Above ground or below ground site conditions can change dramatically within the space of a few metres. Consequently, a site analysis of each major planting site will allow more appropriate tree selections. Climate change and increases in temperatures will also require consideration when selecting tree species.

The most successful strategy is to match the planting site limitations with the right tree for that site.

Appropriate site assessment and tree selection can have the following benefits:

- Mitigate conflict between tree roots and adjacent infrastructure/buildings.
- Reduce the incidence of pest and disease outbreaks. This can be achieved through selecting resistant varieties of trees and increasing species diversity through the municipality.
- Increase plant performance by attributing species to site conditions.
- Utilise drought tolerant plants to cope better with climatic changes; particularly increases in temperatures and incidence of drought.
- Increased tree longevity so that tree benefits exceed the costs. The benefit of an urban tree is directly proportional to its crown size or volume and longevity in the landscape (See Figure 3).
- Reduced maintenance costs, particularly pruning. Pruning requirements can be reduced by selecting smaller trees under powerlines or narrow canopy form for main roads.
- Attractive streetscapes that reinforce the pervading landscape and architectural character.
- Reduced environmental demand; trees that have tolerance of drought and generally do not require additional resource inputs, such as irrigation or fertiliser, to perform satisfactorily.

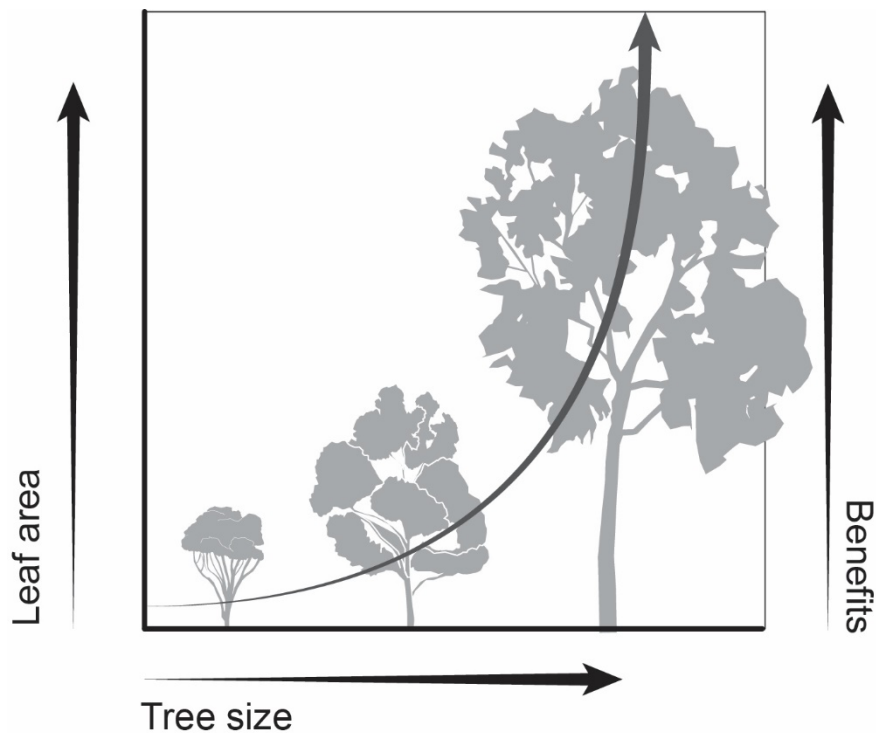


Figure 3: Benefits derived from trees increase with tree size

Tree selection will consider relative plant tolerances and adaptability, and integration into surrounding planting themes.

The basic issues regarding tree selection can be summarised as follows:

- Biological requirements relate to a tree's ability to tolerate urban conditions. The species selected should have high tolerance levels that will allow establishment and sustained growth while producing desired benefits with low management inputs. It also relates to available root space to sustain the potential tree size.
- Ecological issues include tree diversity, maintaining and enhancing existing significant areas of native and remnant indigenous vegetation. Selecting plants that do not have the potential to become woody weeds and impact on natural systems.
- Functional and spatial issues include the trees ability to be pruned to provide required clearances. It also relates to the trees root system and its limited impact on adjacent infrastructure. It considers the above ground and below ground restrictions.
- Aesthetic issues consider the ability for trees to enhance the visual amenity of a streetscape or area, without negative impact to surrounding infrastructure.
- Tree longevity should also be considered as the longer a tree can grow in a site the greater the benefits to the landscape and return on initial investment the trees will have.
- Availability. The selected trees will need to be commercially available to provide the desired numbers and size for planting programs.
- Using tree species that are known to have low litter drop, such as leaves, flowers, fruit and bark.

- Using tree species known for their structural integrity and stock that are known to have received appropriate formative treatment whilst in the production nursery.

#### *Native versus exotic species*

Urbanisation has dramatically altered the conditions to which Australian and indigenous trees have adapted. Just because a plant is native to a site does not necessarily mean that the current site conditions are optimum for its growth. Few native soils mimic urban soils. Once a tree is planted in an urban environment, it ceases to be in its native environment.

Australian species from other localities and exotic species can make positive contributions to the landscape. In some cases, these species are better adapted to the conditions of the highly modified environment. They may have positive attributes and are able to fulfil specific landscape functions.

The focus should be on tree species adapted to a site and with acceptable characteristics relative to the desired purpose.

The wrong choice of species, placed in inappropriate locations has little to do with tree selection, rather it is an indication of poor planning. In many instances, requirement is often confused with tolerance.

Remnant, indigenous and native vegetation has an important role to play in urban landscapes. It should be noted, however that the maturity of existing vegetation is impossible to replace, and the diversity of natural plant communities is difficult to replicate. Preservation of existing natural and remnant vegetation is the most efficient way to incorporate biodiversity in urban landscapes.

The use of indigenous tree species in streets will have greater impact and benefit when used adjacent to open space that has significant remnant vegetation.

#### *Tree species list*

Appendix B contains tree species lists suitable for planting within the urban areas of the townships. A range of indigenous, Australian native and exotic, evergreen and deciduous species has been selected to ensure the best possible outcome given specific individual site outcomes and constraints.

The list of tree species is not definitive.

The species listed should be considered the 'signature' species that will contribute to the pervading landscape character of the township's streets and parks and reserves. Council will review and investigate new tree species in line with aesthetic, functional and climatic/environmental requirements.



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## 2. Tree pruning

### 2.1 Guidance

The Hindmarsh Shire Council (HSC) will provide adequate resources to carry out tree pruning in streets, parks and reserves and other Council-managed land to meet the following objectives:

- Undertake tree maintenance works as required to protect, enhance and preserve existing trees to a high standard.
- Undertake all pruning to comply with Australian Standard – *AS 4373 – 2007 Pruning of amenity trees*.
- Integrate latest technology to ensure tree maintenance programs continue to meet best tree care practices.

HSC is not responsible for maintaining specified tree clearances from around electric wires.

Australian Standards and known best practice relating to tree management will be implemented and any operation known to be detrimental to long-term tree health is not appropriate.

Council managed trees will be pruned by operations team staff.

Tree selection will consider a tree's ability to be pruned to meet the above ground site constraints and will endeavour to utilise tree size and form (shape of the canopy) to reduce pruning requirements.

Maintenance work on trees will also occur in response to unexpected events or emergencies, such as tree or branch failure resulting from severe storms.

### 2.2 Current tree maintenance programs

The street trees within the townships are maintained according to requests from residents.

Trees are pruned to meet the legislative requirements of the Electricity Safety under the Electric Line Clearance Regulations (2015) - Code of Practice for Electric Line Clearance by the Powercor contractor.

Trees may also be pruned in response to customer requests or storm damage.

Tree pruning is carried out regularly as identified by operations team staff.

### 2.3 Tree pruning

Properly maintained trees develop fewer hazardous defects and pose less risk to public safety.

Any pruning that is required must be carried out by trained staff/contractors, as stipulated in Contract No. 1516-03, who have a thorough knowledge of tree physiology and pruning methods and carry out pruning to the AS 4373-2007.

AS 4373-2007 provides guidance on tree pruning but does not describe how to prune a tree.

AS 4373-2007 encourages pruning practices and procedures that reduce the risk of tree defect development, branch failure, pathogen infection and premature tree death.

To ensure that pruning is appropriate for the species and tree/site conditions, it is important to have a clear understanding of the specific needs of the tree and the objectives for pruning.

Pruning objectives include the following:

- Improve structural strength and reduce failure potential (including dead branch removal)
- Prevent or mitigate a pest problem
- Improve aesthetic characteristics

- Provide clearance for pedestrians, vehicles, overhead services and structures
- Improve safety (visibility) and security for road users
- Repair structural damage from wind loading
- Reduce maintenance costs (i.e., when applied to young trees)

Council undertakes pruning programs on publicly managed trees to:

- Reduce the risk to public safety,
- Decrease potential damage to property,
- Provide clearances for pedestrians, vehicles and sight lines,
- Provide clearances around services and electric power lines,
- Manage tree health, and
- To formatively shape young trees.

Operations team staff will be trained to ascertain the pruning needs and objectives and to undertake tree pruning to AS 4373.

Pruning will endeavour to retain the natural form of the tree, while allowing for the necessary electric line, pedestrian, and vehicle clearances required. The least possible reduction of foliage cover and change to the natural form of trees are the aim of all pruning works. No tree shall have more than 33% of live crown removed at any time without approval.

Trees may be pruned away from properties upon request. Such works will be completed with sensitivity to the trees shape and only in an arboriculturally appropriate manner

Trees will not be lopped or indiscriminately pruned.

## 2.4 Tree Clearance Requirements

Table 2 below provides the crown clearance requirements when conducting pruning work on street trees within the municipality.

Powercor will maintain clearances around overhead electric lines in compliance with the Electricity Safety (Electric Line Clearance) Regulations, or subsequent updates, which prescribe the Code of Practice for Electric Line Clearance. Council has an existing agreement with Powercor to prune Council trees with the aim to achieve a three-year interval of pruning of trees for electric line clearance (Refer Council Doc ID: 151492 – Township Tree Management Plan and Agreement) Some trees within the municipality require annual pruning for electric line clearances. Most of these trees are large established trees with species that exhibit strong growth rates and are within close vicinity to High Voltage power lines.

Council is not responsible for the clearance of vegetation around non-electrical aerial conductors.

*Table 2: Tree crown clearance requirements for street tree pruning.*

| ACCESS TYPE AND CLEARANCE LOCATION           | CLEARANCE                                                   |
|----------------------------------------------|-------------------------------------------------------------|
| Electric line clearances (H.V. and L.V.)     | Maintain clearances as per the Electric Line Clearance Plan |
| Service wires, including street light cables | 0.3 m                                                       |
| <i>Vehicular/Over roadways</i>               |                                                             |

|                                                                                         |                                                                                                           |
|-----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| Local roads                                                                             | 4.1 m                                                                                                     |
| Main roads (Declared roads)                                                             | 4.5 m                                                                                                     |
| Driveways/crossovers                                                                    | 3.5 m                                                                                                     |
| <i>Pedestrian</i>                                                                       |                                                                                                           |
| Over footpaths, walkways, nature strips                                                 | 3.5 m                                                                                                     |
| Motorist/pedestrian visibility                                                          | 3.5 m                                                                                                     |
| Along user sight lines (Generally single, clean trunk).<br>Above ground (nature strip). |                                                                                                           |
| Approved road signage, lines of sight and traffic control devices                       | Allow for driver and pedestrian visibility in accordance with VicRoads/Council sight clearance standards. |
| Buildings on private property                                                           | Maintain 2.0 m clearance off structures through pruning cycle.                                            |

## 2.5 Formative pruning

In the first year of its 2-year maintenance cycle and through the cyclic pruning program trees will be formatively pruned. Formative, also called structural, pruning will be undertaken on younger street trees within the cyclic urban area pruning program.

Formative pruning is a method generally performed on young and establishing trees, which influences the orientation and spacing of branches to enhance form and improve structure or directionally shape trees. The objective of the formative pruning program is to develop good branch architecture that enhances and anticipates future form and improves structure.

Reasons for implementing a formative pruning program.

- Reduction in tree failures due to the removal of structural defects, early in the life of a tree.
- Formative pruning assists in sustaining long-lived trees of all sizes in many urban landscape locations.
- It is more efficient to prune trees early and often with small cuts than to delay pruning until trees have serious structural problems.
- More hours and higher debris disposal costs will be incurred when pruning larger, neglected trees.
- Develops anticipated future form and function by training and directional pruning early, particularly important for larger tree species growing under electric lines.
- Younger trees can sustain a larger pruning dose which is the amount removed.

## 2.6 Pruning of Canary Island Date Palms (CIDP) and other palms

Palms are pruned to remove dead or chlorotic lower fronds or remove flower and fruit stalks.

Palms are often over pruned however, with the removal of green fronds rarely necessary. Removing green fronds from a palm can slow growth rates and cause a narrowing of the trunk and potential root problems. Over pruning of CIDP can cause trees to become susceptible to Fusarium Wilt.

Excessive pruning, particularly the older fronds low down the canopy, can also cause potassium (K) deficiency. Potassium deficiency can cause crowns to become greatly reduced in size, fronds appear



'frizzled' and trunk taper is reduced resulting in 'pencil pointing'. Without treatment, palms affected by severe K deficiency will die.

If there is a need to undertake pruning, only remove those fronds drooping below an imaginary horizontal line drawn through the bottom of the canopy (see Figure 4).

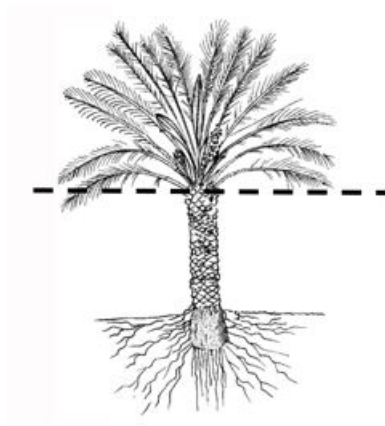


Figure 4: Dashed line indicates acceptable pruning height

## 2.7 Unauthorised tree pruning

Council urges residents to utilise the service provided by Council and have all pruning of publicly managed trees undertaken by the Council.

Should a resident or property owner inadvertently or knowingly damage a Council street or park tree, makes the tree structurally unsound or compromise the aesthetics of the tree, Council may seek reimbursement of the damage for loss of amenity and value of that tree.

## 3. Management of pests & diseases

### 3.1 Guiding principles

- Pest and diseases are a component of the urban landscape and Council recognises that control measures will be required at times to maintain healthy and aesthetically pleasing landscapes.
- If a pest outbreak is identified and damage thresholds exceed accepted levels and other trees are at risk, all possible action will be taken to effectively decrease the risk to other trees from the pest outbreak.
- Council will adopt the principles of integrated pest and disease management (IPDM) to address pest and disease management with a focus on problem prevention through appropriate tree selection, planting and tree maintenance.
- Council officers will be trained to understand the biology of the plants and key pests in relation to the ecosystems they are managing. On-going training and education will occur for the officers to maintain current best practice approach to pest management.
- Council will support research into biological controls for pests and diseases that pose a threat.
- Constant monitoring of the urban forest will allow timely and appropriate responses.
- An integrated approach to pest management will be adopted that employs methods and materials that preserve and augment the ecosystem while facilitating permanent control of the pest.
- Advice and management programs will be sought from other agencies or pest control regulator, for example Department of Economic Development, Jobs, Transport and Resources (DEDJTR), to ensure the best approach is adopted for any pest outbreak.
- Trees will be removed when they are infected with an epidemic insect or disease where the recommended control is not applicable, and removal is the recommended practice to prevent transmission.
- Species of tree will be selected that are known to be pest and disease resistant.
- Monitoring systems will be developed to check pests and tree health regularly; and
- Trees that are recognised woody weed species will be removed when opportunities are presented through the normal management of the municipalities tree population.

When selecting tree species for the township streets and parks all effort will be made to select species that are known to be pest and disease resistant. However, there will be situations where the existing street tree species may be under threat, but their on-going use is imperative considering the strong landscape character or the cultural importance they present.

It would also be very difficult to select a palette of tree species for urban streets that are immune from potential infestation from pathogens, particularly when some potential threats could impact on entire plant families such as Myrtle Rust on the family Myrtaceae (*Eucalyptus* spp., *Corymbia* spp., *Callistemon* spp., *Melaleuca* spp., and *Lophostemon confertus*).

Constant monitoring of the urban forest will allow timely and appropriate responses to pathogen infestations with the following more serious pest and diseases need to be considered during the tree selection process.

## 4. Root management

### 4.1 Guidance

- The conflicting requirements of trees and infrastructure will be minimised where possible.
- Council will consider a range of strategies, such as species selection, root pruning and infrastructure modifications, to avoid or manage tree root conflicts with adjacent infrastructure.
- Root pruning of Council managed trees will always be undertaken in accordance with AS 4373 Pruning amenity trees to ensure the health, stability, and longevity of the tree.

Aspects of tree root management also relate to tree protection – Section 5.

### 4.2 Introduction

Root systems are vital to the health and longevity of trees. However, in urban areas where there is competition for available space, tree roots are often associated with situations that cause damage to structures, footpaths, and underground services. There can be dichotomy between sustaining a healthy urban tree population with all the associated benefits, while endeavouring to reduce the negative impacts that these trees can have on adjacent infrastructure.

In addition to the costs directly associated with repair, municipalities are usually responsible for injuries allegedly resulting from uneven pavement surfaces.

Although tree roots are often blamed for the cracking and lifting of concrete, it is worth noting that these structures can also fail because they have not been properly engineered to function in a landscape that contains growing trees and their root systems.

It is not possible to avoid or eliminate all conflicts between tree roots and hard surfaces or pavements within urban landscapes. Given that trees are vital to the urban landscape it is accepted that trees come with inherent levels of risk as do all public assets such as roads and buildings. In this regard Council accepts that there are some increased costs associated with the repairing of roads and pavements damaged by tree roots as a trade-off for having tree lined streets.

It is not possible to remove all risk associated with trees and infrastructure, but strategies for addressing conflict can be preventative, to reduce the risk of damage occurring or remedial, to correct damage or avoid further damage. Understanding the various factors associated with root conflicts on adjacent infrastructure will allow the most appropriate actions to be developed to minimise the risk of damage occurring.

A coordinated, multidisciplinary approach to reducing the risk of root damage to infrastructure within the townships of Hindmarsh is required.

Key aspects of the HSC's tree root management approach:

- Implement appropriate species selection – right tree in the right place.
- Investigate alternative treatments such as flexible pavement options (asphalt, pavers) and kerbstones or concrete sections that can bridge over roots.
- Consider the relocation or realignment of infrastructure and utilities away from trees.
- Coordinating capital works, street renewal/maintenance work programs with street tree renewal program.
- Undertake selective root pruning and/or the installation of root barriers. The circumstances necessitating root pruning vary, but the key is to ensure it does not impact on the health, stability or longevity of the affected tree.

### 4.3 Tree root growth characteristics

Tree root growth is opportunistic, proliferating at random in conditions that are conducive to growth i.e. where the soil provides water, oxygen, and nutrients. Tree roots do not actively seek out water. The topsoil layer is the most conducive to root growth because it is usually well aerated, high in nutrients and decomposing debris, and friable. Most tree roots, including larger lateral roots, are found within the top 600 mm to 1000 mm of the soil profile and can spread out well beyond the canopy dripline.

The pattern of root development can vary considerably, but generally, a tree has 5-15 or more primary structural roots that emanate from the root collar and descend obliquely into the soil before becoming horizontal within a short distance of the trunk. Functionally, these roots are often referred to as structural roots with their primary role in anchoring the tree and creating a framework for the root system. In some tree species, horizontal structural roots near the trunk produce sinker roots that plunge vertically into the soil, providing supplemental anchorage, and where available down to lower water tables.

This zone of the root system is important when considering the management of tree roots and their influence on risk because tree stability depends heavily on both root system architecture and the anchorage of roots in the soil. Root/soil resistance gives rise to the characteristic mass of roots and soil seen on uprooted trees, known as the root plate. Uneven distribution, as is often the case with street trees, or large sections without roots reduces anchorage.

### 4.4 Types of damage

#### *Direct damage to footpaths, kerbs and low-structures*

Damage to pavements and kerbs due to the proximity of tree roots is a common occurrence, especially in the close confines of urban settings. It is almost always the case that most of the damage that the roots cause occurs close to the base of the tree where the expansion of the trunk and adjacent roots is greatest.

Damage occurs as roots increase in diameter and displace the concrete or other materials to the point at which they break or are seriously deformed. In simple terms, the further a tree is away from infrastructure, particularly hard surfaces, the less likely damage will occur.

Roots rapidly taper away from the base of the trunk of the tree and keeping hard surfaces away from this area close to the stem where heavy structural roots and butt flare occurs, can minimise or eliminate direct mechanical damage.

Root conflicts are unavoidable when infrastructure abuts the tree buttress or the Structural Root Zone (SRZ) which is sometimes referred to as the zone of upheaval.

The likelihood that the root will dislodge or fracture a structure depends on the ability of the structure to resist the force exerted by the root. Given the magnitude of the forces that growing roots can exert (MacLeod and Cram, 1996), it seems likely that direct damage is usually limited to more lightly loaded structures, such as pavements, kerbs, roads, and low walls.

#### *Management options*

Appropriate species selection and placement should be considered the primary tool available to tree managers to mitigate potential root conflicts. The issue of tree selection centres on the guiding rule of the 'right tree, right place'.

The California Department of Forestry noted that urban foresters accept that appropriate species selection can be 90% effective at reducing damage to pavements (Gilman, 2001).

The 'right tree' in some instances may be the tree with a large canopy because the environmental benefits delivered by a large-statured tree will be greater than a small tree. There will be instances



where the provision of shade from the sun is a major role for street trees, and species may be selected to produce the necessary canopy size as the major benefit over potential root conflicts. There will also be instances where there are significant avenues of large trees and historical precedence dictates that these trees should be retained, and that other root management techniques or engineering solutions be implemented. If a large tree is the right tree, then a positive design outcome is to provide appropriate planting sites to sustain these trees. If this cannot be achieved, then a smaller tree should be chosen.

In general, conflicts with adjacent infrastructure occurs in locations where the existing planting strip or tree pit is too small to accommodate the tree that has been planted.

See Table 3 for appropriate sized planting sites suitable to sustain certain sizes of tree species.

Table 3 below can be used as a guide in the selection of appropriate species for planting areas. Larger trees could be considered for smaller sites or hard-paved and commercial areas only if engineering solutions are incorporated into the planting site.

Table 3: Planting area guidelines (Adapted from Gilman, 1997)

| Total Planting Area (Lawn, island, or soil strip) | Planting strip width | Distance from trunk to pavement or wall | Maximum tree size at maturity                            |
|---------------------------------------------------|----------------------|-----------------------------------------|----------------------------------------------------------|
| 9.5m <sup>2</sup> to 18.5m <sup>2</sup>           | 1.5m to 2.5m         | 1.2m                                    | Small (Less than 9m tall) to Medium (Less than 15m tall) |
| More than 18.5m <sup>2</sup>                      | > 2.5m               | > 1.5m                                  | Large (Taller than 15m)                                  |

Root upheaval may also occur because the subgrade soils are severely compacted or dense and do not allow root penetration. Damage seems to be less severe for soft or loose soils that can deform as the roots grow, rather than dense or hard soils, often the result of compaction during pavement construction.

#### Other considerations

If the value of the tree can be established, then the relative costs of infrastructure repairs should be weighed up and a compromise solution sought that improves the planting site with options including:

- \*Kerb realignment involves shifting the kerb location for a significant distance such as along an entire block to widen the planting strip and provide more space for trees. Many of the road pavement widths within Hindmarsh could accommodate a reduction.
- Flexible pavement options (asphalt, pavers).
- Other alternative treatments such as kerbstones or concrete sections that can bridge over roots (Could create a gap at the surface of the road pavement level).
- Widening sections of verges into road reserve and creating kerb outstands.
- Enlarging planting sites/pits, especially for trees planted in the road or other hard surface. Also, consider the use of permeable pavements around the tree.
- Root pruning and/or installation of root barriers/defectors.
- Remove trees if they are in poor condition with a low ULE.

\*It is acknowledged that efforts like kerb realignment are usually done as part of a large-scale street repair or reconstruction effort such as a capital improvement project. Where possible consideration

should be given to provide additional space for new trees or existing significant trees, and/or where other benefits can be achieved such as improved amenity and environmental benefits for pedestrians and improve the traffic flow.

Certain tree root treatment work, including root pruning and root barrier/deflector installation, is occasionally required to be undertaken. Where necessary, root pruning may be required to undertake repairs or prevent damage to property, roads and pavements. Root pruning of Council managed trees will always be undertaken in accordance with AS 4373 to ensure the health, stability, and longevity of the tree.

#### *The minimum tree protection distance*

A Structural Root Zone (SRZ) comprises the area around the base of a tree where structural roots required to maintain the tree's stability in the ground are typically located. The SRZ is calculated using the formula provided in the Australian Standard *AS4970-2009 Protection of trees on development sites*.

According to AS 4970 the SRZ is "The area around the base of a tree required for the tree's stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed as a radius in metres."

It is important to note that the SRZ relates to a tree's structural stability only, it does not include the absorbing root system involved with maintaining the tree's vigour and long-term viability.

In every instance the SRZ must be considered. Dependent on the extent of root damage within the SRZ, other tree management will be required, such as tree pruning (crown reduction) or tree removal.

Maintaining the structural integrity of Council managed trees is paramount in the risk management process.

*Table 4: Structural root zone (SRZ) calculated from AS 4970-2009. Trunk diameter refers to basal trunk diameter. Distances are measured as a radius from the centre of the trunk*

| Trunk diameter (cm) | SRZ (m) |
|---------------------|---------|
| 10                  | 1.3     |
| 20                  | 1.7     |
| 30                  | 2.0     |
| 40                  | 2.3     |
| 50                  | 2.5     |
| 60                  | 2.7     |
| 70                  | 2.8     |
| 80                  | 3       |
| 90                  | 3.2     |
| 100                 | 3.3     |

Council is to be notified prior to the root pruning of a street tree being undertaken to facilitate repairs to infrastructure.

#### *Damage to underground drains*

Tree roots can sometimes inadvertently impact sewer and stormwater pipes. It is important to establish the cause of the problem and who is responsible for rectifying it.

A property owner is responsible for the services to their property. This includes sewer and stormwater pipes and services that run through or adjoin private and public land until they reach the legal point of discharge.

The most common cause of pipe leakage is from old terracotta pipes. Movements in the surrounding soil cause joint failure or cracking causing moisture and nutrients to leak into the soil. Failure of joints between PVC and terracotta pipes is also common. PVC pipe systems have fewer joins and rarely fail. It is rare for a tree root to crack into a properly installed and well-maintained pipe.

Once a pipe has deteriorated or is damaged, roots from all different types of trees, plants and even grasses can grow into the pipe. Once a pipe cracks or some joint fails, then pipes start to leak oxygenated and nutrient rich water into the surrounding soil, effectively establishing a water gradient. If a root encounters this ideal growing environment it proliferates to take advantage of the available resources.

Root intrusion can be avoided by ensuring that all joints are watertight and fitted correctly and pipes are manufactured from watertight materials such as PVC rather than earthenware.

The cultivation of soil through the installation of services by open trenching also provides ideal conditions for root growth adjacent to underground services. Compacting the backfill with appropriate material in trenches can deter root growth around the services.

#### *Direct damage to services*

Direct damage to services is caused by the incremental growth of roots encountering underground services. Generally, the forces generated by this contact are minimal and will cause deformation of the root or the soil around the root rather than damaging the service. Damage can occur where services encounter heavy structural roots, which put on large increments of diameter growth. These heavy structural roots are usually found laterally within 3 m of the base of the trunk. It is possible that in very confined spaces, such as those likely to be found in built up areas, structural root growth may displace pipes or may exert new direct pressures on the pipes, sufficient to cause them to break.

#### *What do residents/property owners do if they suspect Council managed trees contribute to damaged pipes?*

Where possible the resident/property owner should carry out the repairs. If it can be proved that Council-owned trees have caused the damage, the resident/property owner may be able to claim for the cost of the repairs. In any event, it is best if the resident/property owner undertake the following:

1. If the works require an excavation on a Council road or footpath, the resident/property owner will need to obtain a 'Consent to work within a road reserve' from Council.
2. Carry out any necessary repair work to avoid any further damage and/or reduce the hazard. This does not mean that Council has accepted any liability for damages. It is the property owner's decision to carry out repairs.
3. Most importantly, notify the Council of the scheduled works so that Council can arrange for an appropriate Council Officer to inspect the exposed pipe during the works. This will enable all parties to confirm if Council tree roots have caused the problem or if the pipe has been damaged for some other reason.
4. While on site, the Council officer will take photos to keep on record. The resident/property owner should also keep your own records of the damage and repairs.

If the above investigations reveal the damage has been caused by council-owned trees, the resident/property owner can make a formal claim for the cost of repairs. Council will assess liability and decide as to whether Council can assist the resident/property owner with the cost of the repairs.

This approach is required for insurance and governance purposes because the works relate to a private asset and may involve spending public funds on the repair. It is important to have clear

evidence for any insurance claim, particularly if there is a chance the initial damage may have been the result of other causes. The clearer the evidence provided, the greater the likelihood of a positive result in any claim.

#### *Tree roots and buildings – indirect damage*

Roots from trees can sometimes damage buildings, however the phenomenon of soil shrinkage and associated subsidence damage is a complex issue and there may be many reasons a building may start to show signs of damage. It is important to have expert advice to establish the cause of a problem, who is responsible and how it can be resolved.

It is well known that the presence of trees can contribute significantly towards the problem of subsidence, especially in clay soil areas where the soil shrinks and swells according to its moisture content. However, the assertion that tree roots have taken water from a clay soil causing it to shrink and the foundations to subside resulting in structural damage is an over-simplification. The damage is often many metres distant from trees and usually involves a variety of arboricultural, spatial, geotechnical, climatic, engineering and utility issues acting at the same time.

The Australian Standard *AS2870-2011 Residential slabs and footings*, acknowledges that minor foundation movements occur on nearly all sites and that it is impracticable to design a footing system that will protect the building from movement under all circumstances.

The best way to prevent root damage to new buildings or other structures is to ensure they are built to the relevant industry code. If a new building will be close to existing trees, particularly on a reactive clay soil, the standard design and construction methods may need to be altered to account for these factors.

If the resident/property owner is concerned about cracks developing within their building or structure they should engage a structural engineer to assess the damage and provide advice of the likely cause. The engineer must base their assessment on evidence rather than theoretical assumptions.

Steps to take in undertaking an investigation:

1. The property owner needs to undertake an investigation into the damage and document the reasons or evidence that clearly show why the property owner believes the council owned tree is the cause of the damage. If a structural engineer is engaged to assist in the investigation the engineer must base their assessment on evidence rather than theoretical assumptions.  
This may involve root sympathetic excavations within the property to locate and photograph roots and their proximity to the building or structure. Lawson (2000) indicates that a drying force such as root growth below the footings is a fundamental characteristic associated with subsidence damage where tree roots are involved. If the investigation or repair works require an excavation on a Council road or footpath, the property owner will need to obtain a 'Consent to work within a road reserve' from Council.
2. For a claim to be considered, if tree roots are exposed at or under the footings and foundation of the building or structure, these roots would need to be identified as being those from the Council managed tree. Claimants may need to engage an arborist to verify the origin of the root at their own cost.
3. If the property owner intends to make a formal claim, it is important to notify Council and allow an appropriate Council officer to inspect the damage before undertaking any repair works. While on-site, the officer will collect information, such as photographs and root samples, to keep on record. Council may engage a consultant structural engineer or other industry professional to assist in this assessment.



A tree root damage claim investigation process, which takes into consideration the MAV Insurance tree root risk assessment tool, should also be considered (MAV Insurance 'Tree root risk assessment tool workshop, 2014).

Council has a right to abate the nuisance once brought to its attention to curtail any potential claims against Council in the initial instance.

Under their duty of care, Council should adopt a proactive approach to planting the right tree in the right place in the right way. This includes design solutions to mitigate potential root impacts if it is deemed that the 'right tree' is a large, significant tree.

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## 5. Tree Protection

### 5.1 Guidance

Council managed trees shall be protected always, reducing where possible the negative impacts of construction and other activities such as maintenance that threaten tree condition, safety or amenity.

- Council managed trees will be protected from construction works and other activities that threaten tree condition, safety or amenity.
- The conflicting requirements of trees and maintenance or enhancements will be minimised where possible.

Relevant Australian Standards:

- Australian Standard AS 4970-2009 Protection of trees on development sites
- Australian Standard AS 4373-2007 Pruning of amenity trees
- Australian Standard AS 4687-2007 Temporary fencing and hoardings

### 5.2 Introduction

Street trees are subject to a variety of pressures, conflicts, changes to land-use and public requests. These pressures lead to damaged trees which may affect their function and viability in the landscape. The primary goal of tree protection is the long-term survival and viability of a tree.

Protecting street trees is a multi-departmental, community wide endeavour. Protecting and maintaining healthy, safe and aesthetically pleasing street trees is vital to Council achieving its desired landscape, social and environmental objectives for the townships.

Major principles:

- Tree preservation programs that respect tree physiology and natural patterns of tree growth,
- Prevention of injury to trees, and
- Allocation of appropriate space for trees, as per Section 1.5 'Providing adequate space for trees'.

Trees vary in their ability to adapt to altered growing conditions. Mature trees have established stable biological systems in the pre-existing physical environment. Disruption of this environment by construction activities interrupts the tree's physiological processes, causing depletion of energy reserves and a decline in vigour, often resulting in the tree's death. Expected tree reactions to construction or excavation damage vary resulting in: immediate to out-right death; single year decline and death; multiple year decline and death; and decline with major living mass loss. The last two reactions are the most commonly observed among urban trees, but also the most difficult symptoms to link a cause and effect relationship with construction activities because symptoms are exhibited long after the event. Trees are living organisms and they will respond to dramatic changes in their growing environment, with structural damage and chronic stress problems being evident in a tree for the duration of a trees' life.

Consequently, it is much easier and more beneficial to prevent damage to trees than to try and rectify damage.

Typical negative impacts that may occur during construction include:

- mechanical injury to roots, trunk or branches;
- compaction of soil that degrades the functioning roots and inhibits the development of new roots and restricts drainage, which desiccates roots;

- changes in existing grade which can cut or suffocate roots;
- alteration of the water table - either raising or lowering;
- micro-climate change, exposing sheltered trees to sun or wind;
- sterile soil conditions associated with stripping off topsoil; and
- chemical damage due to leaking or spilling of fuels, lubricants, hydraulic oils or other toxic substances.

Tree protection requirements are intended to guide disruptive activities to ensure that appropriate practices will be implemented in the field to preserve trees while eliminating undesirable consequences that may result from uninformed or careless acts.

The Australian Standard *AS 4970-2009 Protection of trees on development sites*, provides guidelines for the allocation of tree protection zones and other tree protection measures.

*AS 4373-2007 Australian Standard - Pruning of amenity trees*, provides the principles of tree pruning to encourage practices that reduce the risk of hazard development, branch failure, pathogen infection and premature tree death.

### 5.3 Protection measures for Council managed trees

Council trees will be protected from construction and maintenance works and other activities that threaten their health and stability. All construction, maintenance works, events and development activities in proximity to Council trees and trees shown on endorsed plans to be retained must abide by the following requirements:

1. All Council trees will be protected from construction and works activities in accordance with Australian Standard *AS 4970 Protection of trees on development sites*.
2. A Tree Protection Zone (TPZ) shall be established for the duration of any works in proximity to a Council tree. The structural root zone (SRZ) shall be treated as the minimum tree protection requirement\*.
3. All Council trees to be retained and protected plus the corresponding TPZ must be clearly identified on all submitted landscape plans.
4. Care will always be taken to ensure no damage is sustained to tree stems, crowns and roots.
5. Removal of trees will not occur unless approved by Council consistent with the removal criteria within these guidelines (See section 6).
6. Trees may not be pruned in any form and branches or roots may not be removed unless authorised by a Council officer. Any pruning undertaken on Council trees must conform to *AS 4373 Pruning of amenity trees* and be undertaken by experienced, qualified and insured personnel.

\*Due to site constraints, it is impractical to prescribe a symmetrical tree protection zone to street trees. To preserve the structural integrity of Council trees and maintain public safety, as a minimum, the structural root zone (SRZ) distance, as outlined in AS4970, needs to always be maintained for street trees.

Maintaining the structural integrity of Council managed trees is paramount in the risk management process.

### 5.4 Determining the tree protection zone

The tree protection zone (TPZ) is the area of root zone required to maintain the tree's health and structural stability. The Australian Standard *AS 4970-2009 Protection of trees on development sites* is

used as a guide in the allocation of TPZs for trees. The TPZ for individual trees is calculated based on trunk (stem) diameter (DBH), measured at 1.4 metres up from ground level. The radius of the TPZ is calculated by multiplying the trees DBH by 12. The radius of the TPZ should not be less than 2.0 m or greater than 15 m. The method provides a TPZ that addresses both the stability and growing requirements of a tree. TPZ distances are measured as a radius from the centre of the trunk at (or near) ground level. The TPZ of palms should be not less than 1.0 m outside the crown projection.

The TPZ area of street trees could include area within private property.

Given the complexity of some developments, it may be necessary to encroach the allocated TPZ of a Council managed tree. Encroachment into the TPZ is permissible under certain circumstances though it is dependent on both site conditions and tree characteristics. Minor encroachment, up to 10% of the TPZ area, is generally permissible and encroachment should be compensated for by recruitment of an equal area contiguous with the TPZ. See Figure 5 for examples. Encroachment greater than 10% is considered major encroachment under AS4970-2009 and is only permissible if it can be demonstrated that after such encroachment the tree would remain viable.

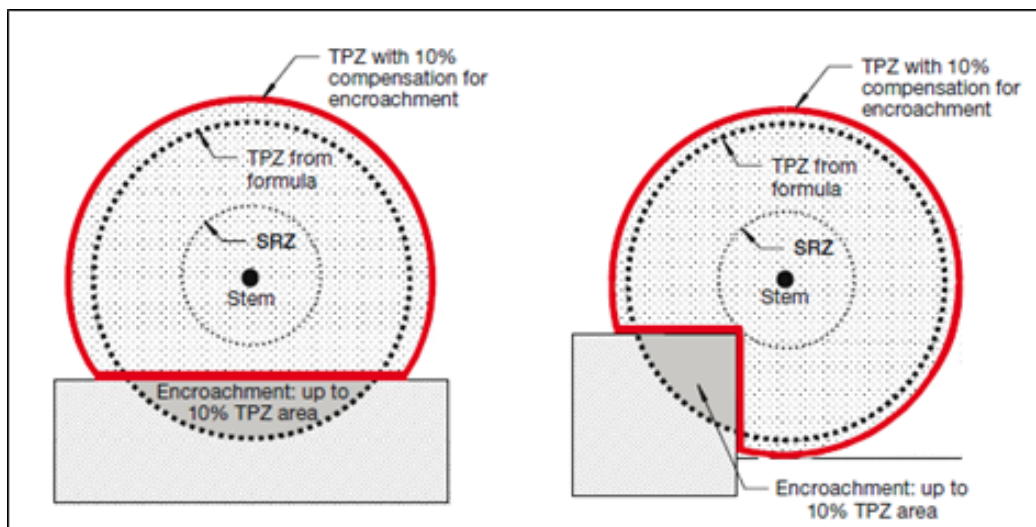


Figure 5: Examples of minor encroachment into a TPZ. Extract from: AS4970-2009

The most reliable way to estimate root disturbance is to find out where the roots are in relation to the demolition, excavation or construction works that will take place (Matheny & Clark, 1998). Exploratory excavation prior to commencement of construction can help establish the extent of the root system and where it may be appropriate to excavate or build.

The TPZ should also consider the canopy and overall form of the tree. If the canopy requires severe pruning to accommodate a building and in the process the form of the tree is diminished it may be worthwhile considering altering the design or removing the tree.

#### *Minimum tree protection distances - Street trees*

Due to the site constraints and the unpredictability of tree root growth in urban landscapes, it is impractical to prescribe a symmetrical tree protection zone to street trees. As a minimum the structural root zone (SRZ) distance needs to be maintained for the street trees. The SRZ is calculated using the method outlined in AS4970.

An SRZ comprises the area around the base of a tree where structural roots required to maintain the tree's stability in the ground are typically located. It is important to note that the SRZ relates to a tree's structural stability only, it does not include the absorbing root system involved with maintaining the tree's vigour and long-term viability.

Maintaining the structural integrity of Council managed trees is vital in the risk management process.



All proposed construction/excavation works within the root zones of Council managed trees should be approved by Council. Major root pruning will not be permitted without the approval of Council.

The minimum clearance distance required to maintain a trees stability will be implemented. If the proposed excavation/construction works encroach on this minimum distance, alternatives should be sought. See SRZ table 5 below (distances are measured as a radius from the centre of the trunk).

Table 5: Structural root zone (SRZ) calculated from AS 4970-2009. Trunk diameter refers to basal trunk diameter

| Trunk diameter (cm) | SRZ (m) |
|---------------------|---------|
| 10                  | 1.3     |
| 20                  | 1.7     |
| 30                  | 2.0     |
| 40                  | 2.3     |
| 50                  | 2.5     |
| 60                  | 2.7     |
| 70                  | 2.8     |
| 80                  | 3       |
| 90                  | 3.2     |
| 100                 | 3.3     |

If the SRZ is encroached an assessment of the tree will take place and any ramifications on tree health and/or safety because of the encroachment needs to be clarified by an arborist.

## 5.5 Tree protection guidelines

Tree protection requirements guide a construction project so that appropriate practices are implemented to preserve Council trees, and undesirable consequences resulting from uninformed or careless acts are eliminated.

Council's tree protection guidelines include:

- Establishment of a Tree Protection Zone around trees, with protection fencing installed where required (Section 5.7).
- No persons, vehicles or machinery shall enter the TPZ without Arborist permission.
- No stockpiling of building materials, debris or soil within the allocated TPZ shall occur without Council permission.
- No fuel, oil dumps or chemicals shall be permitted or stored in the allocated TPZ and the servicing and re-fuelling of equipment and vehicles should be carried out away from the root zones.
- Soil levels must not be altered within the allocated TPZ without Council permission.
- A layer of organic wood chip mulch between 75 and 100mm is to be spread throughout the Tree protection zone.
- No tree root from a Council tree, greater than 50 mm in diameter (dependent on tree size, see how to ascertain how to determine a significant root) is to be severed without Council permission. Prune roots that must be removed using a sharp tool, making a clean cut and leaving as small a wound as possible.

- Apart from electric line clearance, Council undertakes pruning on Council managed trees. No Council tree shall be pruned, or branches removed without Council permission. All pruning shall be undertaken by a Council approved contractor and in accordance with AS 4373.
- A Council tree shall not be used to attach anything including, temporary services wires, nails, screws or any other fixing device. The use of tree trunks as a winch support or anchorage is prohibited.
- Care shall be taken to ensure that no damage is caused to Council tree trunks, roots and structural branches. Any operation known to be detrimental to long-term tree health is not appropriate.
- Supplementary watering should be provided to all trees through any dry periods during and after the construction process.

The Tree Protection Zone will be the major factor in determining techniques for protecting each tree. If the TPZ is designated and protected by fencing and there is no infringement into that zone, no further preservation techniques would need to be employed.

Where existing street trees will be impacted by a proposed development, the developer/resident should commission a tree management plan prepared by a qualified arborist that outlines measures to protect and preserve the street trees affected by a development project. This plan shall include requirements for preconstruction treatments during demolition and/or construction; establish a tree protection zone for each street tree; tree monitoring and inspection schedule; and provide for continued maintenance of affected street trees after construction. The tree management plan needs to meet the requirements of tree preservation within the City and be to the satisfaction of Council.

## 5.6 Root pruning

There will be instances where the roots of Council managed trees will need to be cut.

Watson (1998) found that under certain circumstances and in the absence of other construction impacts, vigorous trees may be able to tolerate and recover from trenching in the root zone. Watson (1998) also concluded that compensatory crown pruning increased twig growth for trees that have experienced trenching treatments and appeared to be most beneficial in reducing dieback after severe root loss from trenching.

Where there is no option but to sever roots, they should be cut using a sharp axe, pruning saw or chainsaw with the aim of creating the smallest possible wound. The smallest wound will often be created if the cut is made at right angles or 90 degrees to the direction of the root.

During trenching operations with machinery, the process of excavating the trench will generally result in some root damage and severance. Tree roots are to be severed with an appropriate cutting device and not with an excavator, bob cat or trenching machinery.

Freshly pruned roots should not be painted with any product. However, if freshly cut roots are expected to be left exposed for more than 24 hours, they should be covered with wetted hessian until the soil is replaced.

Where there is no option but to sever roots, they should be cut as far away from the stem or trunk as possible. If roots are exposed during trenching operations, trenching machinery should stop and the roots should be pruned to provide sufficient clearance from the trenching machinery, before works continue.

Any root pruning that is required must be carried out by trained personnel who have a thorough knowledge of tree physiology and pruning methods and carry out pruning to the Australian Standard AS 4373.

### *How to determine the diameter of a significant root*

As indicated, most trees can tolerate some root loss. To ensure the longer-term viability of the tree, however, it is advisable to avoid severing major or significant roots beyond the SRZ distance. The size of a significant root will vary according to the distance of the exposed root to the trunk of the tree. The further away from the trunk of a tree that a root is, the less significant the root is likely to be to the tree's health and stability.

The determination of what is a significant root is often difficult because the form, depth and spread of roots will vary between species and sites. However, because smaller roots are connected to larger roots in a framework, there can be no doubt that if larger roots are severed, the smaller roots attached to them will die. Therefore, the larger the root, the more significant it may be.

Gilman (1997) suggests that trees may contain 4-11 major lateral roots and that the five largest lateral roots account (act as a conduit) for 75% of the total root system. These large lateral roots quickly taper within a distance to the tree, this distance could be referred to as the SRZ. Within the SRZ distance, all roots and the soil surrounding the root is deemed significant.

No root or soil disturbance is permitted within the SRZ.

In the area outside the SRZ, the tree may be able tolerate the loss of one or several roots. The table below indicates the size of tree roots that would be deemed significant compared to the height of the tree outside the SRZ. The assessment of combined root loss within the TPZ would need to be undertaken by an arborist on a case by case basis because the location of the tree, its condition and environment would need to be assessed.

*Table 6: Estimated significant root sizes outside the SRZ.*

| <b>Height of tree</b> | <b>Diameter of root</b> |
|-----------------------|-------------------------|
| Less than 5m          | More than 30mm          |
| Between 5m - 15m      | More than 50mm          |
| More than 15m         | More than 70mm          |

If significant roots are encountered, hand, hydro-excavation, pneumatic and other root sympathetic excavation methods should be used to retain as many roots as possible while creating sufficient space for undertaking the repairs and/or installation of new infrastructure.

All work should proceed with hand operated tools, with care taken not to damage roots as they are exposed. Roots greater in diameter than 50 mm should be retained and worked around. Clumps or masses of small fibrous roots collectively greater than those specified in Table 6 should also be retained.

### **5.7 Tree protection fencing**

Street tree protection fencing used must:

- allow for free and clear passage of pedestrians on the footpath and adjacent portion of the street;
- provide for clear visibility of fire hydrants, driveway access, crosswalks, etc. (mesh fencing should be used).

Australian Standard *AS 4687-2007 Temporary fencing and hoardings* provides guidelines for temporary fencing. The TPZ fencing must be secured to restrict access. Existing perimeter fencing can be incorporated into the protective fencing. Signs identifying the TPZ are to be placed on the fencing.

Tree fencing shall be erected before demolition or construction begins and remain in place until final inspection. No advertising material is to be placed/displayed on the TPZ fencing at any time.

Groups of trees can be incorporated into one fenced area using linear fencing to encapsulate the group.



Figure 6: Photograph above left - example of signage for TPZ. Photograph above right - example of appropriate TPZ fencing around a street tree.

Tree fencing shall be erected before demolition or construction begins and remain in place until final inspection.

#### *No fencing*

If no fencing can be installed around a street tree to protect it during construction activities, then the street trees will require trunk and branch protection. An example of trunk protection can be seen in Figure 7. The trunks are to be loosely wrapped in hessian to approximately 50 mm thick to act as padding. This could be secured with some form of tape while 45 mm thick wooden slats are placed around the trunk and firmly secured. Caution shall be used to avoid damaging any bark or branches. Major scaffold limbs may also require this treatment (dependent on any scaffolding or gantries installed). To finish off, para webbing is to be wrapped around the timber slats to improve visibility and reduce public risk.



Figure 7: photo of trunk protection

#### 5.8 Ground protection systems

The TPZ area can be temporarily encroached if the area is protected. This area will require ground protection to prevent root damage and avoid compaction. Measures may include a permeable membrane, such as a geotextile, to cover the TPZ area beneath a 100 mm layer of crushed rock below rumble boards (See Figure 8). This will allow temporary access.



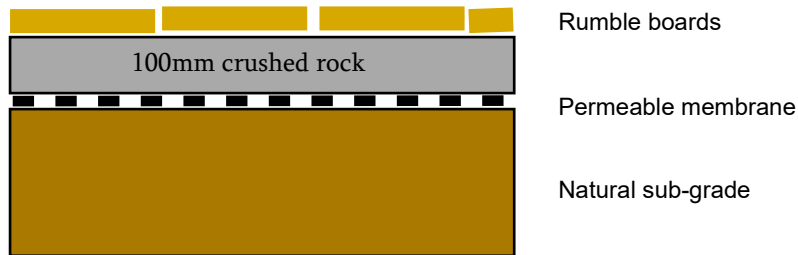


Figure 8: Indicative ground protection system - adapted from AS4970 Clause 4.5.3 Ground protection

## 5.9 Developments and new vehicle crossovers

There will be instances where development and the placement of a new vehicle crossover, may impact on a street tree.

A minimum clearance of 4 metres or the SRZ of a Council managed trees, whichever is greater, must be provided between the trunk of any street tree and the edge of any new crossover. This tree protection requirement is to be specified in standard drawings.

There is no guarantee that a street tree will be removed to accommodate a new vehicle crossover. Council officers will assess the proposed removal. Trees considered low to medium retention value can be removed as a customer funded tree removal. Trees considered of high retention value will not be recommended for removed.

If alternatives cannot be established and the new vehicle crossover cannot be reasonably placed away from the tree(s), and the works may compromise the structural integrity of the tree by severing/damaging major roots and impact on the health of the tree, it may be proposed for removal.

Any tree recommended for removal shall meet one or more of the tree removal criteria listed in 'Tree removal criteria' in the 'Tree Removal and Retention Policy'.

Where approval is granted for removal of a nature strip tree/s for development purposes the resident, owner or developer shall be responsible for arranging through Council, the removal and all associated activities including compensation for removal and replacement costs.

The following compensation costs will be sought:

- Tree > 15 m in height requires costs recouped for 6 replacement trees.
- Tree 8 m – 15 m in height requires costs recouped for 3 replacement trees.
- Tree 1-8 m in height requires costs recouped for 1 replacement tree.

In addition to the replacement trees the following compensatory costs will also be sought; cost of existing tree removal including stump, tree inspection, and cost of supply, planting and 2-years maintenance of replanted trees.

Existing trees will not be considered for transplanting to accommodate new vehicle crossovers.

## 5.10 Underground service installations adjacent to trees

For the installation or maintenance of services near Council trees, the service should be diverted or re-aligned to run beyond the tree protection zone (TPZ). Where this is not practical, trenchless excavation or root sympathetic hand excavation is recommended. A combination of these methods may be used where necessary.

Acceptable techniques in order of preference are:

1. Diversion of service around the TPZ
2. Trenchless thrusting and directional boring at an appropriate depth beneath the TPZ.
3. Root sympathetic trench excavation within the TPZ.

Open trench excavation by machinery is not permitted within the TPZ without prior written approval from the Arborist.

#### 1. *Diversion of service around the TPZ*

Diversion or re-alignment of the service is the most appropriate method to minimise the damage to both services and the root system of the tree. By excluding the services from areas of heavy lateral rooting within the TPZ, damage to services would be minimised.

Prior to installation or maintenance activities, the TPZ should be determined according to the method outlined in Section 5.4 'Determining tree protection zone'. The service should be installed or re-aligned around the TPZ in accordance with the tree protection guidelines.

#### 2. *Trenchless thrusting and directional boring*

The action of 'thrusting' or 'directional boring' is the preferred method for service establishment within the TPZ. When these methods are used, the overall impact to the tree is minimised.

All machinery associated with the action of thrusting or directional boring must remain outside the TPZ. Entry and exit points should be located at a safe distance outside the TPZ to ensure that machinery, slurry and work activities are kept clear of the TPZ. This will minimise any root loss or ground compaction that may arise from the works. If the thrusting rod or directional drill-head becomes stuck within the TPZ, the Arborist should be contacted prior to the retrieval process. Any retrieval of a thrusting rod or directional drill-head from within the TPZ should be undertaken with hand tools unless otherwise stated by the responsible arborist (CA, 1999).

Boring according to the Multinet directional boring standard EP-DD-4136 (2003) at a depth of 800-1100 mm to the top of the pipe (TOP) will ensure that the excavation is below the major zone of absorbing roots.

#### 3. *Root sympathetic trench excavation within the TPZ*

Where trenchless techniques cannot be used, hand, pneumatic, hydraulic and other root sympathetic excavation methods may be used within the TPZ. The objective of root sympathetic excavation should be to retain as many roots as possible while creating sufficient space for the installation of the service. Hand or other root sympathetic excavation will require greater supervision to ensure that the tree protection measures are maintained.

All work should proceed with hand tools with care taken not to damage roots as they are exposed. All roots greater than 50 mm in diameter should be retained and worked around. Clumps or masses of small fibrous roots collectively greater than 50 mm in diameter should also be retained.

Where there is no option but to sever roots that are greater than 50 mm in diameter, the Council officer or nominated representative must inspect the roots. Where their removal is approved, the roots should be cut using a pruning saw, sharp axe or chainsaw and creating the smallest possible wound (Adapted from: NJUG, 1995).

Hand excavated trenches within the TPZ should be aligned to pass directly under the trunk of the tree. This will minimise the root loss (Harris, 1992). Root frequency and concentration is generally greater along hard barriers such as concrete curbing and pavements. By keeping trenches away from these areas, root loss can also be reduced.

General guidelines for underground service installation:

- Pipes must be installed at a depth of greater than 600 mm below natural soil level to the top of the pipe throughout the TPZ.

- Service risers within a TPZ must be installed using hand or other root sympathetic excavation methods.
- Where two sections of pipeline are to be joined, work is to be conducted outside the TPZ.
- Excavation to anchor or inspect pipes should be undertaken outside the TPZ, where this is not possible hand excavation methods or root sympathetic excavation techniques must be used.

#### Boring:

- Entrance and exit pits must be outside the TPZ.
- Verification of the bore depth and offset readings must be undertaken outside the TPZ.
- Where excavation within the TPZ cannot be avoided, then this should be done by root sympathetic excavation techniques. Machinery should not be permitted within the TPZ.
- Where possible, align the bore or trench to pass directly under the trunk of the tree.

#### *Backfilling of trenches*

Compaction of soil to a bulk density of greater than 1.8 g/cm<sup>3</sup> will inhibit root growth in all soil types (Coder, 2000). By compacting the backfill soil immediately surrounding the service, root growth in this area should be excluded. In the trench above the service, the soil should not be compacted, but tamped lightly and left proud of the surrounding soil to allow for natural settlement and root growth. Other materials should not be incorporated into the backfill.

#### 5.11 Changes in soil levels

Soil levels are often changed within a development site. Because of topography, this may entail both soil stripping (to lower the soil level) and the addition of fill (to raise the soil level). The danger from soil stripping is root severance and removal of nutrient-rich soil layers, resulting in deficiencies, particularly for potassium and phosphorus (Craul, 1992; Harris et al, 1999).

When a significant amount of fill is added to a landscape, soil conditions will change, as will the root growth potential of existing trees. It has been estimated that 80-90% of all tree problems are related to soil and its effects on root growth potential and health of the trees' entire root systems (Smiley, et al, 1998).

The effects of placing fill over root zones does vary dependent on several factors, such as species, age, type and compaction levels of the fill. Research has revealed that as little as 100 to 150 millimetres of fill placed over the roots of some tree species has caused serious deteriorating health conditions (Koetter & Johnson, 2014), yet two metres of fill placed over the roots of one tree caused no obvious damage (Costello, et al, 2004). Species and site conditions can vary and there can be other factors that impact on one tree and not another. Indications are however, that tree injury does not occur in all cases where fill is placed over root systems.

Compacted fill can dramatically impact soil aeration. The alteration of soil aeration has in the past been considered the primary impact to a tree's root system because of fill. Reduced soil aeration restricts the supply of oxygen to roots, which is required for aerobic respiration. In poorly aerated soils, consequently, root respiration becomes anaerobic, which is inefficient and causes root growth and essential functions such as mineral uptake to reduce or stop altogether, which can threaten the health of the whole tree. Yelenosky (1963) found that oxygen was severely depleted from soil air beneath 0.3–1.0 m of clay fill.

Although aeration deficit may play a role in fill-induced plant injury, other factors may play an equal or greater role. Altered water relations, soil compaction and mechanical injury to roots are possibly as problematic if not more so than aeration. Reductions in the availability of water to trees can result

from changes in runoff and infiltration, reduced water-holding capacity, diversion of streams and drainage of the water table.

Site wide changes as described above also has the potential to be more problematic on older trees as their ability to adapt to changes, based on available energy (less vigorous), is reduced.

Although it is difficult to predict the ramifications of placing fill over the root zone of a tree it is generally not recommended.

In general;

- Younger trees are more capable than older trees.
- Trees in good health are often less sensitive.
- Trees that have recently suffered other injuries may be more susceptible to damage from fill.
- The larger the area covered and the deeper the fill the greater the potential for impact.
- The fill soil should be similar in texture to the base soil.
- Avoid base soil compaction during installation. Light cultivation may be required.

Where there is no option but to lower or raise soil levels, Council must inspect the tree to ascertain viability and recommend tree management.

## 5.12 Tree Management Plans

A Tree Management Plan (TMP) is required where any demolition or construction activity encroaches a Tree Protection Zone (TPZ) as described in AS 4970-2009 or; has the potential to impact on the viability of any Council tree due to any of the following:

- Demolition
- Installation of hoarding and gantry
- Building and construction
- Loading zones and crane lifting/hoisting
- Traffic management
- Other activities associated with construction including the placement of skips, crane bases, travel towers, scissor-lifts, cherry pickers, plant, site sheds, and concrete pumps.

The TMP must be developed in accordance with AS 4970-2009 and follow the layout of Section 5 (i.e. General, Tree Protection Plan, Pre-construction, Construction stage and Post Construction). This must be prepared by a certified project arborist (minimum Australian Qualification Framework Level 5 and/or equivalent experience).

The TMP must contain:

1. The TPM will assess the impacts of activities on public trees, recommend mitigation efforts to minimise identified impacts and identify methodologies to guide works and activities through all stages of a project.
2. The TPM will include an arboricultural assessment of each tree including photos of the tree's current condition.
3. Any specific damage/faults evident within the tree prior to demolition or construction. These photographs must be supplied within the TMP as a preliminary dilapidation report.
4. An assessment of the impacts to Council trees, including images of pruning requested.



5. Recommendations to reduce impact to public trees and tree protection guidelines to be followed through all phases of development.
6. A statement that the property owner/developer will be liable for any damage caused to public trees during the development process, including damage by privately engaged contractors. Replacement and/or repair costs shall be calculated by Council. All rectification works including but not limited to pruning, soil de-compaction, irrigation, fertiliser application and tree removal and replacement will be undertaken by Council contractors and invoiced at scheduled rates. Council reserves the right to determine and undertake appropriate rectification works for all damages which may occur due to the development project

The TPM must be endorsed by Council prior to commencement of the works.

A project arborist may be required to oversee all works near Council trees for the duration of works.

A single TPM will be required for each project, development or event and cover all phases of demolition, construction and post-construction activity. The Principal Contractor will be responsible for the implementation of the TPM by all contractors and personnel onsite.

A Council officer or authorized contractor will complete a final inspection prior to tree protection removal at project completion to document any tree damage, provide rectification or amelioration recommendations.

### 5.13 Damage to trees

Any damage or injury to public trees shall be reported to Council.

All costs incurred in reinstating, rectifying or replacing Council trees, including any maintenance and establishment costs for a defined period following the completion of works, are the responsibility of the contractor, relevant authority or property owner. Replacement costs shall be calculated by Council.

Council trees are regularly pruned to maintain health and to achieve appropriate clearances. Construction and temporary works may require trees to be pruned to clear structures and building activities that would not normally be required through scheduled tree management programs.

Any required pruning shall be undertaken by Council or approved contractors with a thorough knowledge of tree physiology and pruning methods and performed to the Australian Standard *AS 4373-2007 Pruning of amenity trees*.

No more than 25 percent of the live crown area may be removed within one calendar year from any Council managed tree. Pruning must also not remove foliage to cause the unbalancing of the tree.

All costs incurred in pruning Council trees are the responsibility of the contractor, relevant authority, property owner or applicant.

There will be instances where utility companies, Council and other public authorities require the removal of trees to facilitate the construction of infrastructure or the maintenance of existing infrastructure. If the SRZ, minimum root distances, as outlined in the Section 5.4 are encroached the structural integrity of the tree may become compromised.

Council shall assume all responsibility for the assessment of and recommendation for removal of trees that have been compromised by construction works. Removal of trees is subject to the procedures outlined in the Tree Removal section 6.

### 5.14 Vandalised trees

Vandalism is a significant cause of young tree mortality (Matheny & Clark, 2008). Trees damaged or vandalised to the point that the integrity of the tree is compromised, and their replacement is required shall be removed, the site made safe and the vacant site noted for subsequent planting programs.

The illegal action of tree vandalism has led to the destruction of many valuable public trees and requires intensive management regimes that impact on Council's time and resources.

To address the wider issue of tree vandalism, Council may undertake the following steps:

- Educate the public and improve public perceptions of trees, including:
  - Encouraging people to report vandalism when seen; offer rewards
  - Reminding people that it is a crime to vandalise a tree
- Where street trees are suspected of vandalism, erect signs to inform the public as to what has happened to the tree and reinforce Council's commitment to trees.
- Where appropriate replace vandalised trees as soon as possible to reinforce Council's commitment to trees. The management of urban landscapes to ensure they are of a high standard can help to reduce the prevalence of crime and vandalism.
- Larger tree stock will be used in areas known to be prone to vandalism.

In cases where Council trees have been drilled and poisoned, Council is not obliged to immediately remove the tree. The tree will be given optimum time to allow for its potential recovery. The tree may be habitat pruned to ensure safety of the tree and monitored for two years before fully removed.

Interpretive signage may be attached to educate on the costs of tree vandalism to the community.

If it can be proved that someone deliberately poisoned, removed or irreparably damaged a Council tree, Council will seek compensatory costs for the removal and replacement of a vandalised tree. Replacement and/or repair costs shall be calculated by Council.

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## 6. Tree Removal Guideline

### 6.1 Introduction

This guideline applies to all trees in the municipality that are either owned or managed by Hindmarsh Shire Council; such trees shall be referred to as public trees. (A public tree includes any tree which has most of its trunk growing from Council managed land.)

Council will manage its public trees by monitoring their condition and by removing and replacing them where appropriate.

Council will investigate all tree management options before recommending tree removal wherever possible. Tree removal will only be authorised when no other viable options are available. Council's Tree Officers are responsible for undertaking tree inspections, assessments and reports in relation to tree removals.

Council has a duty to do all that is reasonably practicable to ensure that people and property are not exposed to risk from Council managed trees.

Consideration will be given to the contribution each tree makes to neighbourhood character as well as environmental benefits when making all tree removal decisions.

Where a Council tree is removed, a suitable replacement will be established unless it is impractical within the guidelines of this policy.

Residents and ratepayers are not authorised to remove trees from Council property.

### 6.2 Tree removal criteria

Street trees provide considerable benefit to the community by way of improved amenity and environmental benefits such as by reducing the urban heat island effect or improving biodiversity and raising property prices. Therefore, Council will not support individual requests to have trees removed, for a range of reasons including:

- Reducing or eliminating leaf litter or tree debris (that is not causing an unacceptable risk to health)
- Establish and maintain turf on nature strips
- Reduce overshadowing and/or preservation of solar access
- Satisfy unjustified private property damage claims.

There are circumstances, however, in which tree removal is an acceptable management option in nature strips, parks and reserves and other Council managed land when required for human health and safety, to protect infrastructure, to facilitate approved development and infrastructure improvements, to maintain a healthy urban forest or for ecological restoration. In this regard, tree removal may be required:

- If the **tree is declining or dead** - to maintain a healthy urban tree population or for ecological restoration.
- If the **tree is dangerous** - when trees pose an unacceptable risk to human health and safety or infrastructure.
- If the **tree is causing excessive damage**, which cannot be rectified with contemporary arboricultural techniques, or to facilitate approved development and infrastructure improvements.

Tree removal may also occur in response to emergency, such as a burst water main, or storm events.



Tree removal and replacement programs will also be instigated based on the low useful life expectancy (ULE) trees or unsuitable tree species identified in the 10-year street tree planting plan.

Requests to remove street trees will only be accommodated when one or more of the following criteria are met:

- The tree is dead or in severe decline (low Useful Life Expectancy - ULE).
- The tree or tree group poses a very high-risk potential that cannot be corrected by pruning or other contemporary treatments. In this case, a recognised tree risk assessment method, such as QTRA or TRAQ is to be used by qualified arborists to identify that the tree or tree group pose an unacceptable level of risk. This may not be required if Council's delegated officer(s) perceive an unacceptable risk, which includes emergency works resulting from storm events.
- After appropriate investigations, the tree is found to be substantially contributing to damage to public or private property and no other viable means are available to rectify the situation.
- The tree or tree group is infected with an epidemic insect or disease where the recommended control is not applicable, and removal is the recommended practice to prevent transmission.
- The tree or tree group is recognised as an environmental woody weed species or noted problem/inappropriate species.
- The tree is unsuitable under electric lines requiring substantial and ongoing pruning to maintain clearances (see next point).
- Where the retention of the tree is not cost effective compared to the tree's monetary, conservation or heritage value.
- The tree or group of trees is included in Council's 10-year street tree planting plan.

All tree removal requests will be assessed by Council's Tree Officers.

Council acknowledges that all trees will shed debris, leaves, bark, flowers, fruit, at some time during a given growing season. Tree selection will aim to avoid the use of trees that drop excessive debris, particularly fruit, which can cause trip hazards. Debris alone will not be the sole criteria for the removal of a street tree.

Similarly, street trees will not be automatically removed if they are reported as causing hay fever or other allergies.

If a resident reports a tree as causing hay fever or an allergy, they will be advised to provide a medical certificate from a specialist in the relevant field. The certificate should certify that the specific tree a person identifies as causing the allergenic problem is significantly diminishing the quality of life for that person.

Decisions on tree hazard and associated risk rating will be made after the tree has been inspected and assessed by a suitably qualified person.

### 6.3 Trees removed for emergency purposes

Emergency work is defined as tree removal required due to the immediate risk of damage to property or personal safety as deemed by Council's delegated officer(s) or qualified arborists. Immediate attention may be required if the tree has a condition, which suggests failure is imminent or a tree is deemed to be structurally unstable due to:

- The potential to shed a major portion of the canopy; or
- Being unstable in the ground and susceptible to root plate failure and/or wind-throw.

Decisions on tree hazard and associated risk rating will be made after the tree has been inspected and assessed by a Council arborist. A structurally unsound tree in an area with no target is not considered a high risk.

Trees may require immediate removal to undertake repairs on infrastructure such as broken water pipes.

In emergency situations notification prior to removal may not be possible.

#### 6.4 Tree removal requests

Tree removals requests may be generated by:

- Council officers
- Approved Parks contractors as part of on-going maintenance work and inspections
- Service company (infrastructure maintenance / improvements).
- Developers
- Residents/Community

A request for a tree removal can be made through Council's website 'report an issue' or contacting the customer service team. All requests for tree removal shall be recorded, inspected and assessed by Council's delegated officer(s).

For urgent requests after hours please contact the Customer Service Centre on (03) 5291 4444 for the appropriate contact number.

#### 6.5 Community consultation in relation to tree removals

Written notification to relevant parties requesting a tree removal(s) will be provided. The notification will indicate whether approval for removal has been granted or not. If removal is approved, the notification will include any proposed action and timing and relevant arrangements for stump removal, site reinstatement and tree replacement, if applicable.

Prior to the tree removal work being undertaken on Council managed land, any residents immediately adjoining or adjacent to the site ("visually" affected by the trees removal) are to be given no less than seven (7) days notification of the proposed works. For example, where trees are removed from streets, the properties either side and across from the property where the tree is in front of will be notified.

When considerable community concern is expressed following notification of the removal of a tree or group of trees, the matter will be referred to the Manager Operations.

- The Council's delegated officer(s) will provide a brief 'tree removal project overview' report to the Manager Operations that describes the arboricultural issues concerning the removal of the tree or group of trees.
- The Manager Operations will either base his/her decision upon the information contained within the report from Council's Asset Inspector or,
  - determine to obtain an independent report from a qualified arborist to confirm the arboricultural issues or,
  - determine to obtain independent report from other disciplines if removal has a higher degree of environmental significance, or
  - refer the matter to the Director Infrastructure Services (DIS) for review

- The DIS will inform the Ward Councillor(s) of the issues regarding the tree removal or retention.

Depending on the community response a public meeting may result in which the issues associated with the proposed work will be presented. Proposed tree removals may be part of a broader landscape concept plan in which case other representatives of the project can be present to convey their views of the works.

The decision to hold a public meeting will be at the discretion of the DIS in accordance with Council's commitment to community consultation.

When more than 30% of street trees are to be removed from a given street or location and their removal may impact upon the wider community the following will apply.

- Notification to affected residents and Ward Councillor.
- All properties within the street will be given written notification.
- Undertake public meeting or other strategies, if deemed appropriate.

In emergency situations notification prior to removal may not be possible.

#### *Appeals relating to tree removal*

If a resident insists on the removal or retention of a tree despite advice and assurances from the arborist or delegated officer(s) to the contrary or an alternative is more appropriate, this request must be in writing and addressed to the DIS.

### 6.6 Tree removal associated with infrastructure improvements by Council or other public authority

There will be instances in which utility companies, Council and other public authorities require the removal of trees to facilitate the construction of new infrastructure or the maintenance of existing infrastructure.

The Council's delegated officer(s) is to be consulted by the relevant authorities or Council department seeking tree removal. As part of a consultation process with the relevant authorities or Council department, design and construction alternatives should be sought.

If alternatives cannot be established and the project cannot be reasonably re-routed away from the tree(s) and the infrastructure works could compromise the structural integrity of the tree by severing/damaging major roots and impact on the health of the tree it may be proposed for removal.

Ideally, the tree protection zone distances outlined in Section 5.4 should be applied to protect the health and safety of trees. The minimum clearance distance required to maintain a tree's stability will be implemented. If the proposed excavation/construction works encroach on this minimum distance (Structural Root Zone - SRZ), alternatives should be sought. See Table 5 SRZ table in Section 5.4

If the distances listed in the SRZ table are encroached on and roots are damaged / severed, then the tree should be proposed for removal. Council's delegated officer(s) is to undertake a tree inspection and assessment prior to the approval for tree removal.

### 6.7 Removal of inappropriate trees

Inappropriate trees or plant species may be removed from the road verge and/or parks and reserves.

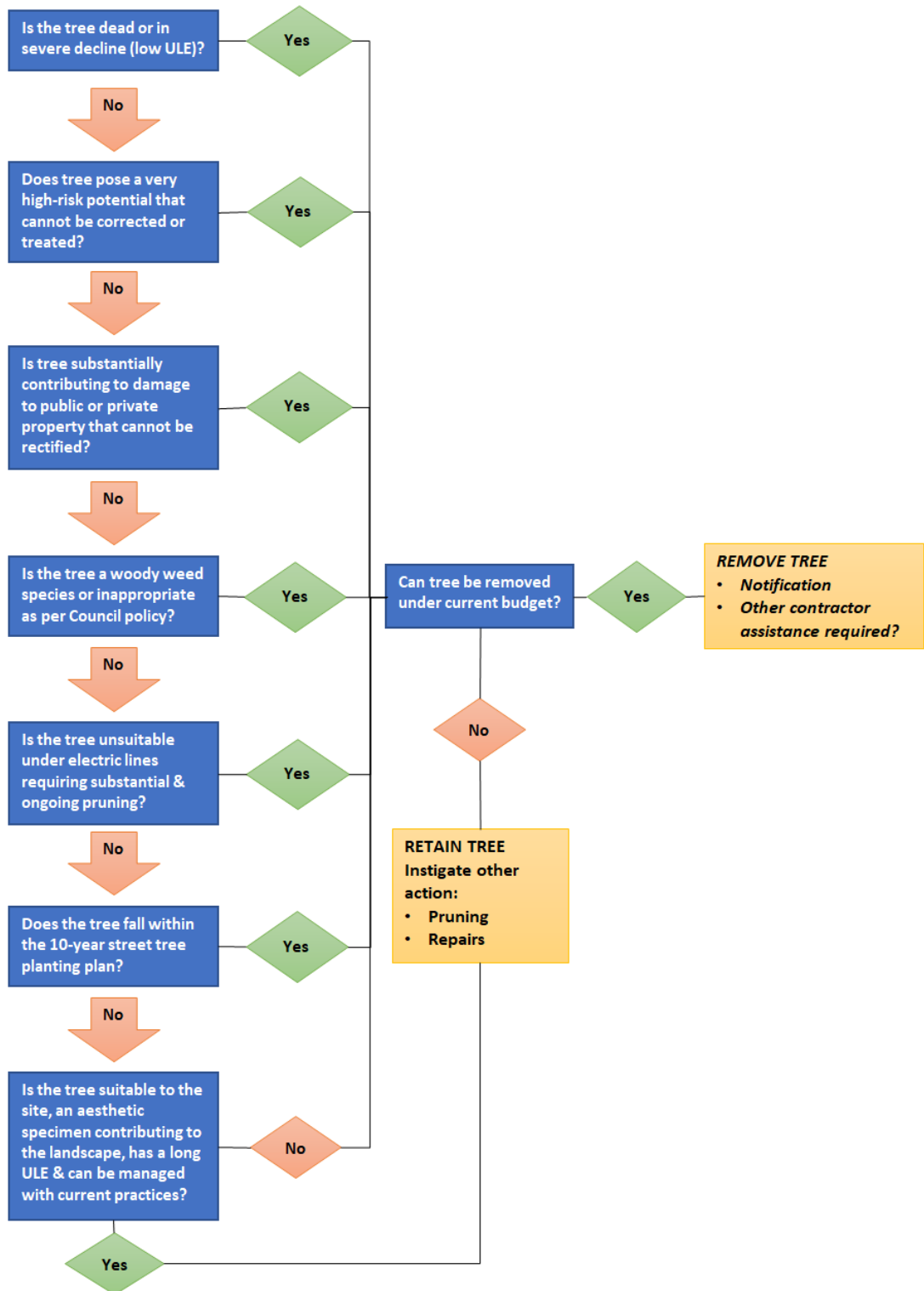
This may include trees that are poorly located, particularly in relation to overhead electric lines.

Tree species deemed inappropriate may include:

- Desert Ash (*Fraxinus angustifolia* ssp. *angustifolia*) – environmental woody weed species (seed)
- Norfolk Island Hibiscus (*Lagunaria patersonia*) – irritating fibres in seed pods, unsuitable under electric lines.
- White Cedar (*Melia azedarach*) – excessive fruit drop



**Tree removal flow chart  
Assessment process  
Other than for emergency purposes**



## Appendix A: Street tree planting priority assessment process (Treelogic©)

If unlimited funds were available for street tree planting, all vacant sites would be planted achieving full-stocking, inappropriate trees would be removed and replaced, and the municipality would achieve the preferred planting styles to reinforce the pervading landscape character and meet community expectations. However, funds for planting programs are limited so it is important to develop priorities with an understanding of the condition of the tree resource, the land use and site characteristics and perceived needs to achieve the greatest benefit back to the community.

To endeavour to achieve this an overview approach would be developed, which focuses on street trees as groups; either as a whole street or where there is distinct character, soft or hard landscape differences, in sections. The impetus for this approach is to efficiently identify and understand the composition and quality of the tree population within streets and/or street sections. An underlying assumption to this approach is that tree management on the street scale should address and consider groups of trees rather than micro managing the very specific management needs of individual trees.

If a current street tree inventory is available a desktop evaluation would be undertaken to identify streets and/or areas that require more detailed assessment. Other layers such as neighbourhood character, identified urban heat islands, activity zones, habitat corridors, and pedestrian and cycling routes, could be incorporated into the assessment to magnify where street trees may be required.

The desktop assessment could be complimented by field assessment work. The following list could be captured as polygons (within a GIS) for the development of a priority planting plan. Not all streets within the town will be included in this assessment; it is presumed that most streets would fall outside of the defined cycle for removal and replacement. It is presumed that many recently planted streets or sub-divisions will not require assessment.

1. Street name
2. Street section. May be used for long streets or main roads where the road configuration or landscape character changes along its length.
3. Dominant tree species – most common tree species planted in the street (up to 3).
4. Planting site - Categories. Generally, nature strip but could also include paved sites, granitic gravel.
5. Width of planting site – Average, captured in categories to nearest 0.5 m. The width of the planting pit/cut-out will be captured in hard surface areas.
6. Electric lines – Yes/No
7. Side of street (east/west/north/south, etc.)
8. Total trees in street or section
9. Total vacant sites in street or section
10. Optimum sites (combination of total existing trees and vacant sites)

Criteria can be modified to suit specific applications.

Table 1. Street tree assessment table

| Criteria                               | Score attributes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Score |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| <b>1. Condition of trees</b>           | Majority of trees in poor condition, in severe decline.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 10    |
|                                        | Majority of trees in decline with deteriorating condition.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 6     |
|                                        | Majority of trees starting to show decline symptoms. Trees are ultimately not suited to the site.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 4     |
|                                        | Majority of trees are in semi-mature to maturing phase displaying typical condition.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 1     |
|                                        | Young, recently planted trees, 7-10 years old, growing vigorously.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 0     |
| <b>2. Useful Life Expectancy (ULE)</b> | 1-5 years (Transitory, Brief)<br>Trees are exhibiting severe chronic decline; some trees may be dead. Reduced crown densities. Crowns may be mostly epicormic growth. Dieback of large limbs is common (large deadwood may have been pruned out).<br>Some trees may exhibit major structural faults.<br>Excessive infrastructure conflicts/damage with heightened risk potential that cannot be remedied.<br>Trees have outgrown site constraints, such as planting site and requirement for excessive pruning to maintain clearances.<br>Majority are weed species, adjacent to site with environmental significance. | 10    |
|                                        | 6-10 years (Short)<br>Trees are exhibiting chronic decline. Crown density will be less than typical and epicormic growth is likely to present. The crown may still be mostly entire, but some dieback is likely to be evident. Dieback may include large limbs.<br>Over-mature and senescing or early decline symptoms in short-lived species.<br>Early infrastructure conflicts with potential to increase regardless of management inputs.<br>Trees inappropriate to site, such as non-preferred, weed species or too large for site, poor structure due to electric line clearance.                                 | 8     |
|                                        | 11-30 years (Moderate)<br>Trees not showing symptoms of chronic decline, could be considered typical for the species under growing conditions, but growth characteristics are likely to be reduced (bud development, extension growth etc.).<br>Trees may be in late maturity.<br>Trees may be growing in restricted environment and/or have potential for infrastructure conflicts.                                                                                                                                                                                                                                   | 2     |
|                                        | 31-60 years<br>Semi-mature and mature trees exhibiting normal growth characteristics.<br>Juvenile trees in streetscapes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 1     |

| Criteria                                                                                     | Score attributes                                                                                                                                                              | Score |
|----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
|                                                                                              | Trees suited to site conditions.                                                                                                                                              |       |
|                                                                                              | >60 years<br>Long-lived species exhibiting normal growth characteristics well-suited to site conditions.<br>Newly planted trees suited to site conditions.                    | 0     |
| <b>3. Assessment of necessity of new street tree planting</b>                                | High priority; Inappropriate species, causing excessive damage to adjacent public and/or infrastructure; few existing trees and no limiting factors.                          | 10    |
|                                                                                              | Medium priority: Majority of existing trees in decline and/or starting to conflict with adjacent infrastructure or have potential.<br>Opportunities for substantial planting. | 6     |
|                                                                                              | Low priority; Existing streetscape reasonable but requires enhancement. Could list for in fill program.                                                                       | 1     |
|                                                                                              | Existing trees suitable. No opportunity to plant trees                                                                                                                        | 0     |
| <b>4. Percentage of vacant sites</b>                                                         | 80% or higher vacant sites                                                                                                                                                    | 10    |
|                                                                                              | 50-80% vacant sites                                                                                                                                                           | 8     |
|                                                                                              | 30-50% vacant sites                                                                                                                                                           | 4     |
|                                                                                              | Less than 30% vacant sites                                                                                                                                                    | 2     |
|                                                                                              | Full stocking of street                                                                                                                                                       | 0     |
| <b>5. Road hierarchy</b>                                                                     | Main road or collector road; entrance to City                                                                                                                                 | 5     |
|                                                                                              | Local residential / Access street                                                                                                                                             | 3     |
|                                                                                              | Industrial road / commercial precinct                                                                                                                                         | 1     |
| <b>6. Design considerations (could be cumulative based on several factors being present)</b> | Street within identified heat island area                                                                                                                                     | 5     |
|                                                                                              | Link to or adjacent to open space that has significant remnant vegetation; habitat link.                                                                                      | 4     |
|                                                                                              | Pedestrian or cycling route. Adjacent to school or shopping precinct.                                                                                                         | 4     |
|                                                                                              | Large/wide planting site (> 2.5m wide) with no electric lines                                                                                                                 | 3     |
|                                                                                              | Large/wide planting site (> 2.5m wide) with electric lines                                                                                                                    | 2     |
|                                                                                              | New planting could be incorporated with other street infrastructure works, such road and/or footpath reconstruction and underground services maintenance.                     | 2     |
|                                                                                              | Street requires design solution and hard surface modification.                                                                                                                | 1     |
|                                                                                              | Significant contributing private canopy or borrowed landscape, prohibiting good street tree development                                                                       | 0     |

The above factors would be included as numbers in the data to allow the development of a priority program. The detail listed above would be included in the method statement within the Street Tree Management Plan report.

#### Other consideration

|                                                                                               |                                                            |  |
|-----------------------------------------------------------------------------------------------|------------------------------------------------------------|--|
| <b>Public receptive to removal/replacement program (deemed from petition or group letter)</b> | A. Majority of residents included in petition/group letter |  |
|                                                                                               | B. Some support from residents                             |  |
|                                                                                               | C. No support or opposition to program                     |  |



### Recommended works

|                            |                                                    |
|----------------------------|----------------------------------------------------|
| Infill planting            | Yes/No                                             |
| Partial renewal            | Yes/No No. of trees recommended for removal        |
| Full renewal               | Yes/No No. of trees recommended for removal        |
| Reinforce existing species | Yes/No                                             |
| Recommended species        | Specific species recommendations (no more than 3). |
| Priority                   | Based on above table results                       |

### Opportunity sites

The field assessment may also identify individual tree sites, such as in traffic treatments that do not currently have trees planted that could also be considered for planting during a planting plan. This could also include sections of open space where tree planting could reinforce the streetscape. These sites could be captured as point data within the GIS layer.



### Data fields

- ID number
- Street name
- Planting site – traffic island, open space, paved area, nature strip, in road
- Planting site width – In metres (if applicable)
- Electric lines – Yes/No
- Design/Infrastructure change – Yes/No

## Appendix B: Tree Species List

### Small trees 3-8 metres in height

#### Deciduous

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <p><b>Name:</b> Montpelier Maple (<i>Acer monspessulanum</i>)</p> <p><b>Height:</b> 6-8 metres</p> <p><b>Width:</b> 5-8 metres</p> <p><b>Description:</b><br/>Small tree with oval to rounded form. The leaves can be variable, but typically three-blunt lobes, shiny dark green. Foliage is typically thick, leathery, turning yellow in autumn. The flowers are yellow-green and held in pendulous flower clusters. The flowers appear simultaneously with the new leaves. The fruit is a samara (winged seed) with many being sterile.<br/>Montpelier Maple is tolerant of dry conditions. It is intolerant of saline and sodic soils. It will grow in full sun to part shade.</p> |   |
| <p><b>Name:</b> Crimson Sentry Norway Maple (<i>Acer platanoides</i> 'Crimson Sentry')</p> <p><b>Height:</b> 7-8 metres</p> <p><b>Width:</b> 4-5 metres</p> <p><b>Description:</b><br/>Broadly columnar in form with a dense canopy of dark purple leaves with five sharp lobes. Leaves turn from purple to golden-brown autumn foliage.<br/>Moderate to high tolerance of dry conditions. Very tolerant of a wide array of soils. Adapts to extremes in soils; sand, clay, acid to alkaline.</p>                                                                                                                                                                                      |  |

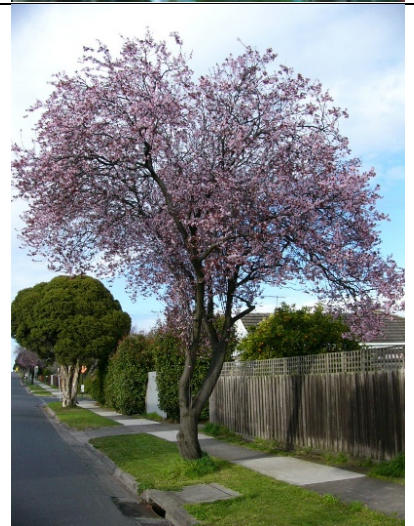
**Name:** Sioux Crepe Myrtle (*Lagerstroemia indica* x *L. fauriei* 'Sioux')  
**Height:** 4-5 metres  
**Width:** 3-4 metres  
**Description:**  
Small tree with upright vase form becoming rounded with age. Oval green foliage turning good autumn colour. Ornamental bark. Panicles of medium to hot pink flowers.  
Moderate to high tolerance of dry conditions once established. Adapts to a range of soils and transplants easily.  
Good small urban tree. Useful for narrow spaces. Low root impacts, low litter drop, no invasive potential.



**Name:** Tuscarora Crepe Myrtle (*Lagerstroemia indica* x *L. fauriei* 'Tuscarora')  
**Height:** 4-7 metres  
**Width:** 4-6 metres  
**Description:**  
Small tree with upright vase form. Oval green foliage turning good autumn colour. Ornamental bark. Panicles of coral red flowers.  
High tolerance of dry conditions once established. Adapts to a range of soils and transplants easily.  
Good small urban tree. Useful for limited spaces. Low root impacts, low litter drop, no invasive potential.



**Name:** Purple-leaf Cherry-Plum (*Prunus cerasifera* 'Nigra')  
**Height:** 5-7 metres  
**Width:** 4-5 metres  
**Description:**  
Small tree with upright vase form. Dark black-red foliage. Masses of single pink flowers in spring. Blackish-brown bark, blackish red younger branches. Prefers moist, well drained and fertile soils in full sun.  
Moderate drought tolerance. Low root impacts, low litter drop, no invasive potential.



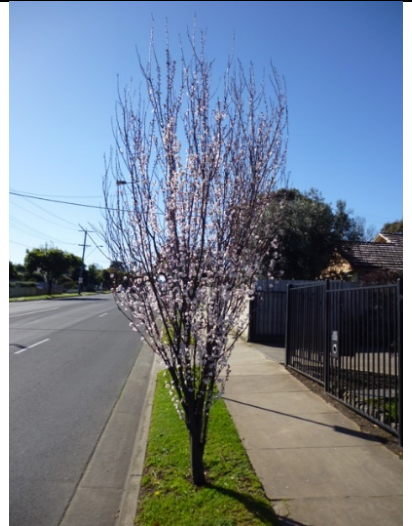
**Name:** Upright Purple Leaf Cherry Plum (*Prunus cerasifera* 'Oakville Crimson Spire')

**Height:** 5-7 metres

**Width:** 4-5 metres

**Description:**

Small tree with narrow, upright vase form. Dark black-red foliage. Masses of single pink flowers in spring. Prefers moist, well drained and fertile soils in full sun. Moderate drought tolerance. Low root impacts, low litter drop, no invasive potential.



**Name:** Ornamental Pear (*Pyrus betulaefolia* 'Southworth' Dancer™)

**Height:** 5-8 metres

**Width:** 4-7 metres

**Description:**

Small tree with vase form becoming oval to rounded. Silver-grey maturing to shiny, mid-grey foliage turning yellow in autumn. Profuse white flowers in spring. Different in form/texture to other pears. Adapts to most soil types and has high to moderate drought tolerance.





## Small trees 3-8 metres in height

### Evergreen

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <p><b>Name:</b> Jerilderie Red (<i>Brachychiton acerifolius</i> x <i>populneus</i> 'Jerilderie Red')</p> <p><b>Height:</b> 5-8 metres</p> <p><b>Width:</b> 4-7 metres</p> <p><b>Description:</b><br/>Small to medium tree with a dense canopy of simple, dull-green, lanceolate leaves with an acuminate apex. The leaves vary somewhat in size but have a long, slender petiole. Can be semi-deciduous. Clusters of dense, red bell-shaped flowers in spring/summer.<br/>Suits sandy or heavy soils, lime. Drought and frost resistant. Fire retardant.<br/>Also use the cultivars:<br/><i>Brachychiton populneus</i> x <i>acerifolius</i> 'Bella Pink' and <i>Brachychiton acerifolius</i> x <i>populneus</i> 'Bella Donna' 4-5 metres<br/><b>These Brachychiton, as well as the Kurrajong (<i>Brachychiton populneus</i>) are highly recommended for street planting in Hindmarsh townships.</b></p> |    |
| <p><b>Name:</b> Harkness Bottlebrush (<i>Callistemon</i> 'Harkness')</p> <p><b>Height:</b> 5-8 metres</p> <p><b>Width:</b> 4-7 metres</p> <p><b>Description:</b><br/>Small tree with narrow-domed to rounded form. Branchlets semi-pendulous. Exceptional crimson-red bottlebrushes to 200mm long, borne in late spring and early summer; little to no fruit is produced. Fissured, blackish-grey bark.<br/>Very adaptable to most soils from sandy, skeletal soils, to heavy clay. Has high to moderate drought tolerance.<br/>Very useful small tree. Also known as <i>Callistemon</i> 'Gawler Hybrid'.</p>                                                                                                                                                                                                                                                                                           |   |
| <p><b>Name:</b> Weeping Bottlebrush (<i>Callistemon viminalis</i>)</p> <p><b>Height:</b> 5-8 metres</p> <p><b>Width:</b> 4-7 metres</p> <p><b>Description:</b><br/>Small tree with pendulous branches, and fine lanceolate foliage. Prominent red flowers are borne in spikes 40-150 mm long. Fissured, grey bark.<br/>Very adaptable to most soils from sandy, skeletal soils, to heavy clay. Has high drought tolerance.<br/>Can also use the cultivars:<br/>'Hannah Ray' - a large shrub with weeping habit, 4 metres high by 3 metres wide.<br/>'Prolific' - A small, fast-growing tree 4-6 m high by 4 m wide with large red brushes.<br/>Both useful for under electric lines.</p>                                                                                                                                                                                                                |  |

**Name:** Scentuous Lemon-scented Gum (*Corymbia citriodora* 'Scentuous')

**Height:** 6-8 metres

**Width:** 3-4 metres

**Description:**  
 Small to medium tree with aromatic narrow lanceolate foliage. Smooth white to pinky salmon bark. White/cream flowers in summer. Adaptable tree that grows in a range of soils and grows rapidly with or without moisture. Prefers well-drained soils in full sun position. Has moderate to high drought tolerance. Plants grafted onto specially selected rootstock ensures viability for growing in a wide range of soil types, improves disease resistance, guarantees flower colour and limits mature size. Care must be taken to remove all growth below the graft union or these shoots will grow through the grafted canopy and eventually overrun your plant.



**Name:** Red-flowering Gum cultivars (*Corymbia ficifolia* 'Wildfire' and 'Wild Sunset')

**Height:** 5-6 metres

**Width:** 5-6 metres

**Description:**  
 Small tree with dense rounded canopy, and rough brown bark. Deep green leathery leaves with bronzy new growth. 'Wild Sunset' has orange flowers, and 'Wildfire' has red flowers. The species prefers well drained sites, although plants grafted onto specially selected rootstock ensures viability for growing in a wide range of soil types. High drought tolerance. Fruit drop can be a problem. Use grafted plants to assure flower colour and form. Ensure good production methods for grafted plants.



**Name:** Cup-fruited Mallee (*Eucalyptus dielsii*)

**Height:** 4-10 metres

**Width:** 3-7 metres

**Description:**  
 Small Mallee with an erect, spreading form. Smooth grey, greenish to coppery bark. Clusters of yellow-green flowers. Grows naturally on low clayey ground. Adapts to a range of soil types; acidic to alkaline. High drought tolerance. Underutilised, small tree.

Image: Holliday, I. c/o Dahms, R. (2009)





**Name:** Fuchsia Gum (*Eucalyptus dolichorhyncha*)

**Height:** 4-6 metres

**Width:** 3-4 metres

**Description:**

Small mallet with a compact rounded form. Smooth bark shedding in small patches. Features of yellow flowers and red showy fruit.

Prefers a sunny position with moist but well-drained soils and can tolerate frost and drought

Could also use:

*Eucalyptus forrestiana* 3-4 metres

*E. dolichorhyncha* is often cultivated in southern Australia as an ornamental and has frequently been sold under the name *E. forrestiana*.

Image: Holliday, I. c/o Dahms, R. (2009)



**Name:** Tall Sand Mallet (*Eucalyptus eremophila*)

**Height:** 5-8 metres (may get taller)

**Width:** 3-8 metres

**Description:**

Single or several trunked tree with ascending branches forming a rounded crown with age. Bark is smooth, shiny, dark silvery-grey to coppery. Lance shaped, dark green, shiny leaves. Flower buds in 7s, elongated operculum, masses of lemon-yellow flowers.

Usually grows on clayey soils, or sand overlying clay. Also found on skeletal soils over granite, and sand. On undulating plains, sand dunes, and hills. High drought tolerance. Moderate frost tolerance. Plant in full sun.

Plant in clay, loam, and sand with acidic to neutral pH.

Image: Holliday, I. c/o Dahms, R. (2009)



**Name:** Red-flowered Mallee (*Eucalyptus erythronema*)

**Height:** 3-6 metres

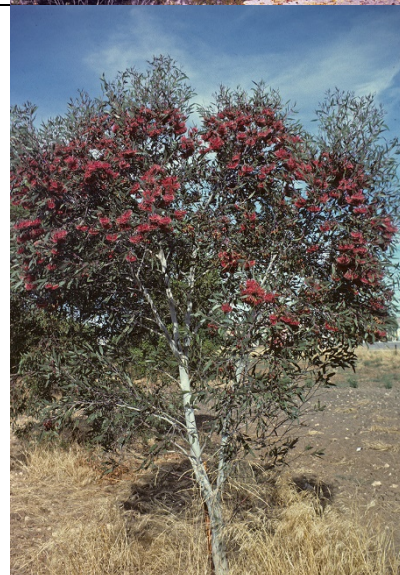
**Width:** 2-5 metres

**Description:**

Single or multi-trunked Mallee, narrow form initially. Bark smooth throughout, dark satiny pink-brown to pink-grey or dark red shedding in thin sheets to reveal powdery creamy white. Olive-green to green, glossy lance-shaped leaves. Flower buds and fruit in groups 3-7. Bluntly beaked operculum. Flowers red/pink/cream-white.

Adaptable to a wide range of climatic conditions and soils; found growing on sand or clayey soils, gravel, laterite. High drought tolerance. Full sun, open position with no other canopy competition.

Image: Holliday, I. c/o Dahms, R. (2009)



**Name:** Euky Dwarf Yellow Gum (*Eucalyptus leucoxyton* 'Euky Dwarf')

**Height:** 5-6 metres

**Width:** 3-5 metres

**Description:**

Rounded, spreading, pen canopied small eucalypt with smooth chalky bark, grey green foliage, and red flowers in spring.

It performs best in well-drained, moist soils but, once established is tolerant of extended dry conditions. Adaptable to a wide range of climatic conditions and soils; clay, sandy or stony soils; neutral acid or alkaline pH. High drought tolerance. Full sun to part shade.



**Name:** Round-leaf Moort (*Eucalyptus platypus*)

**Height:** 5-6 metres

**Width:** 3-5 metres

**Description:**

A spreading mallee with a dense crown of dark green foliage, orbicular leaves. Smooth grey bark. The flattened peduncles support stalkless buds with long, conical caps in clusters of up to seven. Yellow-green flowers.

Adaptable to a range of conditions and soils, including heavy clay soils. Can also tolerate moderate waterlogged conditions.



**Name:** Steedman's Gum (*Eucalyptus steedmanii*)

**Height:** 4-8 metres

**Width:** 2-6 metres

**Description:**

A small, erect, smooth barked tree (or mallet). Distinctive form with numerous ascending branches from low on its trunk, forming a dense crown. Smooth bark ranges from grey, to red-brown to bright coppery in colour. Olive-green, glossy leaves. 3-flowered typically cream or yellow, but occasionally pink or red, on long stalks. The buds are shaped in an elongated diamond ~ 3cm long with a pyramidal cap. Fruits are longitudinally winged

Adapts to most soils in dry to moderate rainfall areas.

*Image: Holliday, I. c/o Dahms, R. (2009)*





**Name:** Scarlet Pear Gum (*Eucalyptus stoatei*)

**Height:** 3-6 metres

**Width:** 2-5 metres

**Description:**

A slender, erect mallee with a crown of thick, dark green leaves with a pointed apex. Smooth grey bark. Predominately ridged, red to greenish-yellow pear-shaped buds & fruits, sometimes in pendulous bundles.

Yellow flowers.

Adaptable to a range of conditions. High tolerance of drought.

Useful for under electric lines.



**Name:** Green Mallee (*Eucalyptus viridis*)

**Height:** 3-9 metres

**Width:** 1-5 metres

**Description:**

A slender, erect mallee, shrub to small tree, typically with multiple leaders. Bark rough at base otherwise completely smooth, coppery, tan to grey. Linear glossy green leaves. Profuse white flowers in summer & autumn.

Adapts to a wide range of soils, from poorly drained clays to well drained sand. High tolerance of drought.

When pruned to a single trunk, the low growth and low water requirements make it suitable to be used as a street tree.

*Image: Holliday, I. c/o Dahms, R. (2009)*



**Name:** Tucker Time® Honey Pots™ (*Eucalyptus wimmerensis* 'Honey Pots')

**Height:** 3-5 metres

**Width:** 2-4 metres

**Description:**

Small tree or multi-stemmed mallee with small narrow grey-green leaves. Profuse white flowers. Smooth bark

Adapts to a wide range of soils, from poorly drained clays to well drained sand. Prefers moist well drained clay sandy or stony soils neutral acid or alkaline pH. High tolerance of drought.

Prune to single trunk. The low growth and low water requirements make it suitable to be used as a street tree under electric lines.



## Medium trees 9-15 metres in height

### Deciduous

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <p><b>Name:</b> Elsrijk Hedge Maple (<i>Acer campestre</i> 'Elsrijk')</p> <p><b>Height:</b> 8-10 metres</p> <p><b>Width:</b> 5-8 metres</p> <p><b>Description:</b><br/>An oval to widely conical shaped tree with a dark, dense crown. Small dark green leaves, colouring yellow in autumn. Bark grey-black, lightly ridged and furrowed.<br/>Adapts to a wide range of soils, from poorly drained clays to well drained sand (except dry infertile sandy soil). Will tolerate drought, air pollution and soil compaction. Grows well in cut-outs in hard-paved areas.</p>                                                                             |    |
| <p><b>Name:</b> European Nettle Tree (<i>Celtis australis</i>)</p> <p><b>Height:</b> 10-15 metres</p> <p><b>Width:</b> 6-12 metres</p> <p><b>Description:</b><br/>Smooth grey bark. Alternating leaves are narrow and sharp-toothed on margins. Dark green and rough above, pubescent, grey-green below. Foliage turns yellow in autumn. Small, green flowers, either singly or in small clusters followed by a small, dark-purple berry-like drupe.<br/>Adapts to most soils. Prefers light well-drained, sandy, and loamy soils, including those nutritionally poor; it can tolerate drought but not shade.</p>                                      |   |
| <p><b>Name:</b> Jacaranda (<i>Jacaranda mimosifolia</i>)</p> <p><b>Height:</b> 10-15 metres</p> <p><b>Width:</b> 10-12 metres</p> <p><b>Description:</b><br/>Broad-domed to rounded, semi-deciduous to deciduous tree with an open canopy. Light green bipinnate (fernlike) soft, delicate, foliage. Dense terminal clusters of lavender-blue flowers in late-spring to summer cover the canopy. Grey furrowed bark.<br/>Adaptable to a range of well-drained soils; clay; loam; sand; slightly alkaline or acidic. High drought tolerance. Quick growing when in full sun position. Formative prune to develop good branch architecture and form.</p> |  |



**Name:** Fantasy Crepe Myrtle (*Lagerstroemia fauriei* 'Fantasy')

**Height:** 7-9 metres

**Width:** 5-8 metres

**Description:**

Small to medium tree with upright vase form becoming oval. Oval green foliage turning good autumn colour. Ornamental bark. Panicles of white flowers.

Moderate to high tolerance of dry conditions once established. Fantasy adapts to a range of soils and transplants easily.

Good small urban tree. Useful for limited spaces. Low root impacts, low litter drop, no invasive potential



**Name:** Capital Callery Pear (*Pyrus calleryana* 'Capital')

**Height:** 10-12 metres

**Width:** 4-5 metres

**Description:**

Narrow, upright form with dense, lustrous dark green foliage turning to reddish-purple late in autumn. Profuse white flowers in spring.

Adaptable to a wide range of site conditions including quite dry conditions, slightly alkaline soils. Able to handle intermittently wet, heavy soils. Adaptable to a wide range of site conditions including quite dry conditions, slightly alkaline soils and air pollution. Tolerant of compacted soils in urban areas, including tree pits in paved areas & temporary waterlogged conditions. Shallow rooted tree.



**Name:** Chanticleer Callery Pear (*Pyrus calleryana* 'Chanticleer')

**Height:** 12-15 metres

**Width:** 6-8 metres

**Description:**

Narrow, upright form with dense, lustrous dark green foliage turning to reddish-purple late in autumn. Profuse white flowers in spring.

Adaptable to a wide range of site conditions including quite dry conditions, slightly alkaline soils. Able to handle intermittently wet, heavy soils. Adaptable to a wide range of site conditions including quite dry conditions, slightly alkaline soils and air pollution. Tolerant of compacted soils in urban areas, including tree pits in paved areas & temporary waterlogged conditions. Shallow rooted tree.



**Name:** Allee Chinese Elm (*Ulmus parvifolia* 'Emer II' Allee)

**Height:** 12-15 metres

**Width:** 8-12 metres

**Description:**

Vase-shaped to broad domed tree with ascending branches. Small, glossy, dark green leaves. Orange-brown flaking bark.

Adaptable to most soils and can cope with extreme conditions.

Tolerates compaction and a restricted root zone.

Good avenue tree.

Also use:

*Ulmus parvifolia* 'Todd'



## Medium trees 9-15 metres in height

### Evergreen

**Name:** Weeping Myall (*Acacia pendula*)

**Height:** 8-10 metres

**Width:** 4-7 metres

**Description:**

Spreading or erect tree with pendulous branches with striking blue-grey, narrow foliage. Bark rough, fissured and dark grey. Bright yellow globose flowers.

Suitable for a range of conditions, including clay soils. Prefers well-drained soils. Will grow in part-shade. High drought tolerance.



**Name:** Cooba, Native Willow (*Acacia salicina*)

**Height:** 5-14 metres

**Width:** 5-12 metres

**Description:**

Rounded crown with pendulous branchlets with long pendulous foliage often drooping to near ground level. Narrow, slightly curved phyllodes. Racemes of pale yellow flowers.

Adaptable to most soils including clayey, alkaline soils. Moderate to highly salt tolerant but severe frosts may limit its growth. Grow in full sun. Tends to sucker.





**Name:** Kurrajong (*Brachychiton populneus*)

**Height:** 8-15 metres

**Width:** 5-12 metres

**Description:**

Trees are typically stout, pyramidal to narrow-domed, with a canopy of variable, glossy-green foliage. Canopy provides dense shade. The flowers are bell-shaped and whitish-green in colour with the inner flower tube streaked purple-brown. Seeds are borne within woody, boat-shaped fruit 1-7 cm long. Deep rooted trees. Some trees are semi-deciduous in early summer. Kurrajong occurs in a wide range of habitats and soils, from deep sandy loams on plains, to skeletal types on rocky hilltops. High drought tolerance.

A relatively slow growing tree that would benefit from cultivated soil and additional moisture while establishing.

**Highly recommended species for the Hindmarsh townships.**



**Name:** Yellow Bloodwood (*Corymbia eximia*)

**Height:** 8-12 metres

**Width:** 4-8 metres

**Description:**

Narrow-domed to rounded tree. Canopy provides dense shade. Flaky, patchy yellow-brown rough bark. Thick curved, broad lanceolate leaves. Profuse white terminal flowers for short period in early spring. Fruit are thick, and urn shaped.

Adapts to a range of climatic conditions and soils, including heavy clays and on poor, gravelly or sandy soils. Grows on broad flat-topped ridges and steep, upper slopes of valleys. Found on sandy, often shallow soils derived from sandstone. High drought tolerance; moderate to high tolerance of temporary inundation.

**Highly recommended tree for Hindmarsh townships.**



**Name:** Lowanna Spotted Gum (*Corymbia maculata* 'ST1' Lowanna)

**Height:** 7-10 metres

**Width:** 5-8 metres

**Description:**

A smaller, narrow-domed, denser canopy version of Spotted Gum. Cream/grey smooth trunk. Dark green foliage that forms a dense canopy. Clustered small white flowers.

Adaptable to a wide range of climatic conditions and soils.

A recent introduction. Occasionally available from specialist nurseries. Image on left is indicative only. Cultivar too new to have an image see <https://www.specialitytrees.com.au/library/corymbia/maculata/st1-lowanna>.



**Name:** Black Box (*Eucalyptus largiflorens*)

**Height:** 10-20 metres

**Width:** 10-15 metres

**Description:**

Dark grey and fibrous bark over most of tree. Spreading canopy on stout trunk, often multiple leaders. Leaves narrow, dull greyish-green. Found on heavy clay soils in areas subject to periodic inundation. tolerates drier conditions than River Red Gum. Extremely tolerant of heavy, poorly-drained and alkaline soils. Moderately salt tolerant. Endemic to the area.



**Name:** Coral Gum (*Eucalyptus torquata*)

**Height:** 7-9 metres

**Width:** 5-8 metres

**Description:**

Rounded, dense canopied trees with rough, persistent bark on the trunk and larger branches. Greyish green, lanceolate leaves. Distinctive, corrugated buds with operculum tapers to a long point. Large flowers, typically coral-pink. Grows in most soil types but it ideally needs well drained soils in full sun.

*Image: Holliday, I. c/o Dahms, R. (2009)*



**Name:** Wilga, Australian Willow, Sheep Bush (*Geijera parviflora*)

**Height:** 7-10 metres

**Width:** 6-8 metres

**Description:**

Narrow-domed to rounded canopy with ascending structural branches with pendulous smaller branches and foliage. Elegant leathery linear foliage. rough, persistent bark on the trunk and larger branches. Typically found on lime-rich red clay loam or sandy soils with a variety of pHs. Species adaptable to a wide range of climatic and soil conditions. Full sun to part shade. High drought tolerance.

**Highly recommended for Hindmarsh townships.**



**Name:** European Olive varieties (*Olea europea* var.)

**Height:** 7-10 metres

**Width:** 5-9 metres

**Description:**

Grey-green foliage, silvery beneath. Pale-grey, rough furrowed bark. Adapts to most soil textures, prefers good drainage. Will not grow in highly compacted or waterlogged soils.

Can be slow growing.

Use the cultivars:

'Swan Hill'. Rounded canopy as broad as it is high. Does not produce fruit.

'Tolley's Upright' More Upright in growth. The foliage tends to be a paler, more silvery-green than other olive selections. Will produce some fruit





**Name:** Canary Island Date Palm (*Phoenix canariensis*)

**Height:** 8-15 metres

**Width:** 8 metres

**Description:**

A medium sized palm with large deep green fronds with extremely sharp spines at the bases. The species is dioecious, with separate male and female trees. The fruit are orange, 2 cm long and 1 cm diameter, with a large seed. They are produced on long, densely branched panicles. Thick dull brown trunk, marked with broad, diamond-shaped leaf base scars.

Canary Island Date Palm is adapted to more habitats and soils than almost any other palm. Suited to cooler climates. Best in Mediterranean climates. It can tolerate a wide range of exposures, including deep shade, and a wide range of soil types, including sand and heavy clay. It has a unique ability to tolerate both severe drought and waterlogged soil conditions.



## Large trees >15 metres in height

### Deciduous

**Name:** Cimmarron Green Ash (*Fraxinus pennsylvanica* 'Cimmzam' Cimmarron™)

**Height:** 12-18 metres

**Width:** 8-12 metres

**Description:**

Pyramidal (while young), narrow domed to rounded tree with dense, lustrous foliage, which turns burgundy to red in autumn; which it can hold well into autumn. Attractive dark grey bark which becomes deeply furrowed. Reportedly seedless variety.

An impressive, ornamental feature tree which provides great summer shade and is capable of withstanding relatively extreme climatic conditions, being tolerant of frost as well as drought.

Suitable for a range of conditions, including clay and compacted soils. Transplants readily.



**Name:** Urbanite Green Ash (*Fraxinus pennsylvanica* 'Urb dell' Urbanite™)

**Height:** 12-18 metres

**Width:** 8-10 metres

**Description:**

Broadly conical to narrow-domed crown with strong branch architecture and little-to-no seed set. Dense, lustrous foliage turns pale yellow to deep bronze in autumn. Attractive dark grey-brown bark which becomes deeply furrowed as it matures.

Prefers well-drained, moist soils, however, it is very adaptable to poor soils, rocky soils, various soil pHs, compacted soils, wet sites, dry sites, pollution, and salt spray; an extremely urban tolerant cultivar (as the cultivar name suggest). Transplants readily.



**Name:** Algerian Oak (*Quercus canariensis*)

**Height:** 18-25 metres

**Width:** 12-30 metres

**Description:**

Algerian Oak is tree growing broader than tall with a dense canopy of large, shallow-lobed leaves and dark brown bark. Tree is frequently evergreen but can also be semi-deciduous to fully-deciduous (marcescent).

Algerian Oak is more tolerant of dry skeletal soils than other Oak species. It can adapt to most soil types and will grow well in a wide range of climates with moderate to high drought tolerance. If space permits, it can be an impressive, long-lived shade tree for the urban landscape. Consider for use in parks and reserves.



**Name:** Turkey Oak (*Quercus cerris*)

**Height:** 15-20 metres

**Width:** 15-20 metres

**Description:**

Slender while young, it usually develops a broad pyramidal form with age. Narrow, oval or oblong, deep pointed lobed dark-green leaves. Leaves remain on the tree into late autumn, usually developing little autumn colour. The acorns are up to 4cm long, and the cups covered in bristly-fringed scales. Attractive, ridged bark. Flowers inconspicuous. Adapts to most soil textures, from slightly alkaline to acidic, prefers well drained. Tolerant of drought and temporary inundation.



## Evergreen

**Name:** White Cypress Pine (*Callitris glaucophylla* (formerly *C. columellaris*))

**Height:** 15-25 metres

**Width:** 8-10 metres

**Description:**

Upright, columnar tree typically with a single trunk. Dense glaucous (bluish grey) foliage. Solitary cones cone scales thin, often with a very small dorsal point. Bark brown, rough and furrowed.

Widespread tree found mostly on sandy soils, from isolated individuals to extensive forests, especially in inland areas.

High drought tolerance. Tolerant of temporary waterlogged conditions. Endemic to the area.





**Name:** River She-Oak (*Casuarina cunninghamiana*)

**Height:** 15-25 metres

**Width:** 10-15 metres

**Description:**

Tall, narrow to conical form with ascending branches with pendulous branchlets with pendulous fine foliage (cladodes).

This species is dioecious with male and female flowers on separate plants. Small grey globular cones. Dark-brown to grey furrowed bark. Adaptable to a wide range of climates and most soils including clayey, alkaline soils. High drought tolerance. Tolerant of seasonal waterlogged conditions and slight to moderate salinity. Surface roots can create conflicts with adjacent infrastructure. Provide ample space.



**Name:** Spotted Gum (*Corymbia maculata*)

**Height:** 18-25 metres

**Width:** 12-18 metres

**Description:**

Narrow to broad-domed tree with a solitary trunk and a dense crown of glossy leaves. Smooth mottled grey trunk. White flowers occur in winter to spring but are not as conspicuous as they are with several other corymbias.

Spotted Gum's stately, tall growth habit and distinctive smooth trunk make this tree highly ornamental and a great feature tree for use in urban landscapes. Does require space to reach full potential.

The tree has low litter drop. Can self-sow under certain conditions (not so much in drier climates).

Adaptable to a range of soils, including heavy clay. Prefers well-drained; not tolerant of waterlogged soils. In its natural habitat it grows on a wide range of often shallow, well-drained, clayey soils on valley slopes and ridges.



**Name:** River Red Gum (*Eucalyptus camaldulensis*)

**Height:** 18-25 metres

**Width:** 12-18 metres

**Description:**

Large, broad-domed tree on a solitary trunk. Attractive smooth white, cream and pale grey bark. White flowers summer. Extensive on grey heavy clay soils along river banks and on floodplains subject to frequent or periodic flooding. Grows in a range of soils. Moderate drought tolerance and high tolerance of waterlogged soils (temporary inundation).

Endemic to area, particularly in Dimboola and Jeparit



**Name:** Yellow Box (*Eucalyptus melliodora*)

**Height:** 18-25 metres

**Width:** 12-18 metres

**Description:**

Large narrow-domed tree, with ascending branches on a solitary trunk. Box like bark can vary from smooth to rough all the way down the trunk often in different colourings from grey, yellow to brown. Sometimes very dark and rough. Light green to grey or bluish, narrow foliage. White flowers in spring to summer.

Adaptable to a range of soils, including heavy clay. Prefers well-drained; not tolerant of waterlogged soils. Species usually found on lower slopes and plains, on sandy or loamy alluvial soils. High drought tolerance.

Common species in the grassy woodlands of the tablelands and western slopes of the Great Dividing Range.



**Name:** Grey Box (*Eucalyptus microcarpa*)

**Height:** 18-25 metres

**Width:** 12-18 metres

**Description:**

Large tree with an open, spreading crown. Bark greyish, rough and finely fissured over most of the trunk; upper limbs smooth. Narrow, leathery, dull olive-green leaves. White flowers held in clusters.

Adaptable to a range of soils, including heavy clay. Prefers well-drained; not tolerant of waterlogged soils. High drought tolerance. Species usually found on lower slopes and plains, on sandy or loamy alluvial soils.



**Name:** Red Stringybark (*Eucalyptus sideroxylon*)

**Height:** 18-25 metres

**Width:** 12-18 metres

**Description:**

Narrow tending to spread into a rounded open crown with age. Dark rough bark hard and furrowed which is typical of Ironbark's. The bark is persistent and deep brown to black in colour. The foliage is dull, greyish-green to blue-green in colour. White or pink flowers in winter/spring. Species adaptable to a wide range of soil conditions, from heavy clay to sand. Tolerates alkaline soils and poor, shallow soils; typical of its natural range. Prefers well-drained soils, no tolerant of waterlogged soils. High drought tolerance.



**Name:** Holm Oak (*Quercus ilex*)

**Height:** 18-25 metres

**Width:** 12-18 metres

**Description:**

Large broad-domed tree with a solitary trunk and a dense crown of grey-green, holly-like leaves. Dark-grey to black, finely cracked bark. Inconspicuous flowers followed by acorns.

Holm Oak will tolerate many climatic and soil extremes in south-eastern Australia. Adapts to most soil textures. High drought tolerance. Slow growing.



This tree species library has been compiled by Tree Logic for the sole purpose and use of Shire of Hindmarsh. Images are owned by Tree Logic, unless otherwise indicated, and not to be used for any other purpose than that intended under the Street and Reserve Tree Strategy and associated programs.

## Trees to use under electric lines

### Deciduous

Crimson Sentry Norway Maple (*Acer platanoides* 'Crimson Sentry')

Sioux Crepe Myrtle (*Lagerstroemia indica* x *L. fauriei* 'Sioux')

Tuscarora Crepe Myrtle (*Lagerstroemia indica* x *L. fauriei* 'Tuscarora')

Purple-leaf Cherry-Plum (*Prunus cerasifera* 'Nigra')

Upright Purple Leaf Cherry Plum (*Prunus cerasifera* 'Oakville Crimson Spire')

### Evergreen

Harkness Bottlebrush (*Callistemon* 'Harkness')

Weeping Bottlebrush (*Callistemon viminalis*)

Red-flowering Gum cultivars (*Corymbia ficifolia* 'Wildfire' and 'Wild Sunset')

Fuchsia Gum (*Eucalyptus dolichorhyncha*)

Euky Dwarf Yellow Gum (*Eucalyptus leucoxydon* 'Euky Dwarf')

Round-leaf Moort (*Eucalyptus platypus*)

Tucker Time® Honey Pots™ (*Eucalyptus wimmerensis* 'Honey Pots')

The other listed small trees could be planted under electric lines but would require pruning when they aged to maintain clearances.

## Other species to consider trialling for streets:

Salmon Gum (*Eucalyptus salmonophloia*)

Grows well near Deniliquin and could be trailed in Hindmarsh

Slender Pine (*Callitris glaucophylla*)

Can currently be found on roadside between Jeparit and Rainbow and could suit planting in streets

## Other species to consider trialling for parks:

### Red Capped Gum (*Eucalyptus erthrocorys*)

Irregular form so not suited to streets, but could suit parks.

### Lemon Flowered Gum (*Eucalyptus woodwardii*)

Very weepy habit and fickle growth habit so not suited to streets but could trial in parks.

### Smooth barked coolabah (*Eucalyptus Vitrix*)

Irregular form, usually more straggly large shrub form not suited to streets but could trial in parks.

### Peppercorn Trees (*Schinus molle*)

Already planted in parks. Perform well. Not suited to streets due to large mature size and seed drop.

## Image references:

Holliday, I. c/o Dahms, R. (2009) Russell Dahms Westflora. As seen at:  
<https://www.flickr.com/photos/westflora>. [Accessed: 10/5/2018]





ICON-LED VERSION



**Hindmarsh**  
Shire Council

TEXT-LED VERSION A (ie SMALL APPLICATIONS)



**Hindmarsh**  
Shire Council

○ — 1st Line: ARIAL Bold  
2nd Line: ARIAL Regular

TEXT-LED VERSION B (ie MEDIUM APPLICATIONS)



**Hindmarsh**  
Shire Council



**Hindmarsh**  
Shire Council



**Hindmarsh**  
Shire Council



**Hindmarsh**  
Shire Council



**Hindmarsh**  
Shire Council



**Hindmarsh**  
Shire Council



**Hindmarsh**  
Shire Council

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|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------------------------------|
| <b>Minutes</b>                 | <b>Hindmarsh Shire Youth Council</b>                                                                                                                                                                             |                            |                                    |
| <b>Date</b>                    | Monday 23 April                                                                                                                                                                                                  | <b>Start Time:</b> 4.30 pm | <b>Location:</b> Jeparit Town Hall |
| <b>Meeting Purpose</b>         | <b>2018- Youth Council Meeting #1</b>                                                                                                                                                                            |                            |                                    |
| <b>Members</b>                 | Tha Blay Sher, Ruby James, Na Da San Bleh Dah, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Jordan Leach, Danni Haebich, Kynan Clarke, Teo Haines, Rebekah Albrecht,           |                            |                                    |
| <b>Hindmarsh Shire Council</b> | Megan Hall (Youth and Early Years Officer), Greg Wood, Monica Revell                                                                                                                                             |                            |                                    |
| <b>Attendees</b>               | Ruby James, Na Da San Bleh Dah, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Jordan Leach, Danni Haebich, Kynan Clarke, Teo Haines, Rebekah Albrecht, Monica Revell, Greg Wood |                            |                                    |
| <b>Apologies</b>               | Tha Blay Sher                                                                                                                                                                                                    |                            |                                    |

| <b>No</b> | <b>Items</b>                                                                                                                                                                                                                                                                                                                        | <b>Action</b> | <b>Who</b> | <b>When</b> |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|-------------|
| 1.        | <p><b><u>Welcome and apologies</u></b><br/>Kynan chaired this meeting.</p> <p>Apologies: Tha Blay Sher</p> <p><i>MOVED: Youth CRS: Danni Haebich/Jordy Leach<br/>That Youth Councillors accept the apology<br/>CARRIED</i></p>                                                                                                      |               |            |             |
| 2.        | <p><b><u>Minutes of the last meeting held</u></b><br/>Minutes from the previous Hindmarsh Shire Youth Council ordinary meeting have been received, reviewed, discussed and accepted.</p> <p><i>MOVED: Youth CRS: Elena James/Aidan Gelligen<br/>That the minutes of the previous ordinary Youth Council meeting be accepted</i></p> |               |            |             |



| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Action                                                                                                                                                                                                  | Who                                       | When                                                    |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---------------------------------------------------------|
|    | <i>as read and confirmed.</i><br><b>CARRIED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                         |                                           |                                                         |
| 3. | <p><b>Business arising</b></p> <p><b>3.1 Budget Discussion- Monica Revell</b><br/>Monica Revell, Director of Corporate &amp; Community Services, Hindmarsh Shire Council, attended to discuss Hindmarsh Shire Council's budget and budget processes. Monica discussed 2017/2018 financial year highlights and future highlights still expected for the 2017/2018 financial year. Also discussed was the 2018-2019 draft budget plans and what areas across Council that funding is contributed to each year. Further discussions were had in regards to the 2018-2019 initiatives that are planned to be completed.</p> <p><b>3.2 Introduction to Local Government- Meg Hall</b><br/>Meg discussed Hindmarsh Shire Councils department structure and reporting structure. Meg explained that as a direct link/voice to Council for anything discussed at our Youth Council meetings relating to youth projects, a Council report is to be written with a recommendation listed and any further processes relating to the discussed project were then directed by Council through the CEO to Meg.</p> <p><b>3.3 Special Event: Freeza: Love, Simon movie</b><br/>Michelle Farinha , Nhill Memorial Community Centre Co-Ordinator will be working alongside the Hindmarsh Shire Youth Council to run a special screening of the recently released movie- Love, Simon. The movie is a story of seventeen-year old Simon Spier. The story follows Simon's journey to tell his family and friends that he is gay and he doesn't actually know the identity of the anonymous classmate he's fallen for online. Resolving both issues proves hilarious, terrifying and life-changing. Based on Becky Albertalli's acclaimed novel, LOVE, SIMON is a funny and heartfelt coming-of-age story about the thrilling ride of finding yourself and falling in love.</p> | <p><b>Youth Councillors to seek ongoing funding for projects</b></p> <p><b>No further action required</b></p> <p><b>Youth Councillors to assist organisation and attend event on Friday 11 May.</b></p> | <p><b>ALL</b></p> <hr/> <p><b>ALL</b></p> | <p><b>Ongoing</b></p> <hr/> <p><b>Friday 11 May</b></p> |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Action                                                                                                                                                                                                                                                                                                                | Who                                                   | When                                                                               |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|------------------------------------------------------------------------------------|
|    | <p>This event will be held on Friday 11 May from 6.30pm. Including supper and guest speakers. Tickets are available now.</p> <p><b>3.4 Heywire Grants: Open Discussion</b><br/> We discussed the success of our Back2Bush funding from the 2016/17 round of Heywire funding and the benefits of the youth and family focused tourism brochure that was officially released on 20 December 2017. The brochure is going so well it will be due for a reprint/update soon. We will work with Hindmarsh Shire Council's Tourism and Economic Development Officer, Jeff Woodward when the time comes to update the document.</p> <p>The 2018/2019 round for Heywire funding is currently open. There was an in depth discussion of each funding stream. There are 7 grant streams being "Connecting to Culture", "Taking Control", "HOPE", "MediFriends", "Yeah The Boys", "Step Up" &amp; "Bridging Agriculture". The Youth Council narrowed down the options to two- Connecting to Culture and Step Up. Meg will write a funding application based upon the discussion.</p> <p><b>3.5 Watoto Children's Choir</b><br/> The Nhill Uniting Church Pastor Ron Hier has asked for assistance in bringing the Watoto Children's Choir to Nhill, just as we did in 2015. The Watoto Childrens Choir have travelled extensively since 1994, sharing a message of hope for Africa's orphans and widows. To date, the choir has toured six continents and performed to enthralled audiences in schools, retirement homes, churches, parliaments, state houses and royal palaces. The Watoto Childrens Choir will be in Nhill on the evening of Wednesday August 1, 2018.</p> | <p><b>Update and reprint to occur in the future. HSYC to work with Jeff Woodward to ensure details are correct and current.</b></p> <p><b>Funding application for "Step Up" program to be completed.</b></p> <p><b>Hindmarsh Shire Youth Council to assist Nhill Uniting Church to ensure event is supported.</b></p> | <p><b>ALL</b></p> <p><b>MEG</b></p> <p><b>ALL</b></p> | <p><b>Ongoing</b></p> <p><b>Monday 14 May</b></p> <p><b>Wednesday 1 August</b></p> |



| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Action                                                                                                             | Who                                                                                  | When                                                                    |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
|    | <p>our region?</p> <p>Registration for the Assembly closes at 10am on Monday 28 May 2018. You will receive a confirmation email with further details.</p> <p><b>Freeza: Danni Haebich</b><br/>Dimboola Memorial Secondary College students are looking to hold their own Freeza event. Danni explained that a committee has been formed.</p> <p><b>What Next?: Meg Hall</b><br/>Further discussions relating to the outcomes of the Little Desert Nature Lodge Retreat- to be discussed at our May 7 meeting.</p> <p><b>Around the table:</b> What would you like to see in Hindmarsh?<br/> <b>Ruby:</b> More seating in green areas around towns, places for young people to go outside of school hours<br/> <b>Nan Da San:</b> Have more opportunities to see motivational speakers here in Hindmarsh, rather than having to travel. More sufficient advertising of events.<br/> <b>Kynan:</b> Nothing further to add.<br/> <b>Teo:</b> Is there something happening to the bike lane at the rear of the Dimboola Memorial Secondary College?<br/> <b>Nicholas:</b> Freeza for Rainbow. Motorbike track in Rainbow.<br/> <b>Bridie:</b> Nothing further to add.<br/> <b>Brodie:</b> Can we advertise suggestion boxes/what the Youth Council is working on?<br/> <b>Elena:</b> Plant trees and clean up our towns.<br/> <b>Danni:</b> Can we put motivational quotes on our Facebook page and also look at murals around our towns? Discussion about a Youth Council Instagram Page.</p> | <p><b>Meg to email Danni the risk assessment template</b></p> <p><b>Budget for Freeza event to be prepared</b></p> | <p><b>Meg</b></p> <p><b>Dimboola Memorial Secondary College Freeza Committee</b></p> | <p><b>Prior to next meeting</b></p> <p><b>Prior to next meeting</b></p> |



| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                         | Action | Who | When |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----|------|
|    | <p><b>Bek:</b> At the new Skatepark will there be grass and more trees planted?<br/>Reiterated the query regarding the bike lane at the rear of Dimboola Memorial secondary College.</p> <p><b>Jordy:</b> Can we have a BMX track somewhere in the Shire? Bag hooks at the Skatepark and a broom for the Skatepark?</p> <p><b>Aidan:</b> Nothing further to add.</p> <p><b>Meg:</b> Youth Councillor Facebook profiles/ Newsletter items.</p> |        |     |      |
| 6. | <p><b><u>Next Meeting</u></b><br/>Monday 7 May, 2018, 4.30pm, Jeparit Town Hall.</p> <p>Meetings will be held on the first Monday of every month, unless a public holiday occurs.</p> <p><i>MOVED: Youth CRS: Danni Haebich/Aidan Gelligen<br/>That Youth Councillors accept the 4.30pm-6.30pm meeting times and future schedule.<br/>CARRIED</i></p>                                                                                         |        |     |      |
| 7. | <p><b><u>Closure of Meeting</u></b><br/>Meeting closed at 6:30pm</p>                                                                                                                                                                                                                                                                                                                                                                          |        |     |      |

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| <b>Minutes</b>                 | <b>Hindmarsh Shire Youth Council</b>                                                                                                                                                                   |                            |                                    |
| <b>Date</b>                    | Monday 21 May                                                                                                                                                                                          | <b>Start Time:</b> 4.30 pm | <b>Location:</b> Jeparit Town Hall |
| <b>Meeting Purpose</b>         | <b>2018- Youth Council Meeting #2</b>                                                                                                                                                                  |                            |                                    |
| <b>Members</b>                 | Tha Blay Sher, Ruby James, Na Da San Bleh Dah, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Jordan Leach, Danni Haebich, Kynan Clarke, Teo Haines, Rebekah Albrecht, |                            |                                    |
| <b>Hindmarsh Shire Council</b> | Megan Hall (Youth and Early Years Officer)                                                                                                                                                             |                            |                                    |
| <b>Attendees</b>               | Ruby James, Na Da San Bleh Dah, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Danni Haebich, Kynan Clarke, Tha Blay Sher                                              |                            |                                    |
| <b>Apologies</b>               | Teo Haines, Rebekah Albrecht, Jordan Leach                                                                                                                                                             |                            |                                    |

| <b>No</b> | <b>Items</b>                                                                                                                                                                                                                                                                                                                                                 | <b>Action</b> | <b>Who</b> | <b>When</b> |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|-------------|
| 1.        | <p><b><u>Welcome and apologies</u></b><br/>Kynan chaired this meeting.</p> <p>Apologies: Teo Haines, Rebekah Albrecht, Jordan Leach</p> <p><i>MOVED: Youth CRS: Danni Haebich/Brodie Kennedy<br/>That Youth Councillors accept the apologies<br/>CARRIED</i></p>                                                                                             |               |            |             |
| 2.        | <p><b><u>Minutes of the last meeting held</u></b><br/>Minutes from the previous Hindmarsh Shire Youth Council ordinary meeting have been received, reviewed, discussed and accepted.</p> <p><i>MOVED: Youth CRS: Nicholas Roll/Aidan Gelligen<br/>That the minutes of the previous ordinary Youth Council meeting be accepted as read and confirmed.</i></p> |               |            |             |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Action                                                                                                                  | Who                       | When                                                          |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|---------------------------|---------------------------------------------------------------|
|    | <i>CARRIED</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                         |                           |                                                               |
| 3. | <p><b><u>Business arising</u></b><br/> <b>Guest Speaker- Thablay Sher</b><br/>           Thablay is a member of the Hindmarsh Shire Youth Council 2018. ThaBlay shared her story about her recent visit to the Karen State where she provided support for communities in need including supply of water filters accessed by those who live in the camp. Thablay spent time prior to her journey raising funds and collecting supplies to give to people in need in the communities she visited. We thank Thablay for taking the time to share her story. We are very lucky to have someone with Thablay's passion and drive to change injustices as a part of our team. Well Done Thablay!</p> | <p><b>No further action required</b></p>                                                                                |                           |                                                               |
| 4. | <p><b>Save our stand</b><br/>           Elena has drafted a letter to the Hindmarsh Shire Councillors regarding the Nhill &amp; District Sporting Club's grand stand closure. Elena will sign and post this letter to Hindmarsh Shire Councillors prior to our next meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                               | <p><b>Elena to send letter to Hindmarsh Shire Councillors</b></p>                                                       | <p><b>Elena James</b></p> | <p><b>Prior to next meeting- 4 June</b></p>                   |
| 5. | <p><b>Wimmera Southern Mallee Regional Partnership Assembly</b><br/>           The Wimmera Southern Mallee Regional Partnership Assembly will take place on Wednesday 30 May in Stawell between 5.30 and 8.30pm. Youth councillors who would like to attend need to RSVP via the link received via email from Carolynne Hamdorf. Youth Councillors who require transport will also need to let Meg know so that transport can be organised.</p>                                                                                                                                                                                                                                                | <p><b>Youth Councillors to RSVP to Carolynne Hamdorf if able to attend. Let Meg know if you will be an apology.</b></p> | <p><b>ALL</b></p>         | <p><b>RSVP required PRIOR to 10am Monday- 28 May 2018</b></p> |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Action                                                                        | Who                    | When                                                   |
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| 6. | <p><b>Special Event: Love, Simon- Debrief</b><br/>Michelle Farinha, Nhill Memorial Community Centre Co-Ordinator would like to commend the Hindmarsh Shire Youth Council on a very professional and profound event holding the recent LGBTI+ awareness evening complemented by a movie screening of Love, Simon, accompanied by guest speakers Rhys and Siobahn Webb. This event was held on Friday 11 May from 6.30pm. Youth Councillors did a wonderful job organising supper, emceeing and thanking our guest speakers. Well done. Youth Councillors discussed the outcomes of the event and discussed how to create a better event next time. The two items that could be improved next time were access to public transport and better advertising. The event was reasonably well supported with 44 attendees.</p> | <p><b>No further action required</b></p>                                      |                        |                                                        |
| 7. | <p><b>Heywire Grants: Connecting2Culture</b><br/>We discussed the 2018/2019 round for Heywire funding. There was an in depth discussion of each funding stream. The Youth Council narrowed down the options to two- "Connecting2Culture" and "Step Up". Meg completed a funding application based upon the discussion. We are awaiting the decision and will start to organise the event, should we be successful with the application process.</p>                                                                                                                                                                                                                                                                                                                                                                     | <p><b>Funding application for "Connecting 2Culture" program completed</b></p> | <p><b>Meg Hall</b></p> | <p><b>Completed</b></p>                                |
| 8. | <p><b>Freeza Funding Application 2019-2021</b><br/>Youth Councillors have discussed what ideas their peers and themselves have regarding the open round of Freeza funding for the 2019-2021 period. Ideas discussed included: Discos, movie nights, Awards recognition events, Live music events, BMX/Skate events under lights, Roller disco, yoga/mindfulness sessions, Trivia nights, Short film festival such as "You know my name, but not my story" where young people share their life experiences and a short film is created, and an event that brings the spirit of Christmas back to small country communities.</p>                                                                                                                                                                                          | <p><b>Freeza Funding application to be completed</b></p>                      | <p><b>Meg Hall</b></p> | <p><b>To be completed prior to Friday 15 June.</b></p> |



| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Action                                                                                                             | Who                                                       | When                                |
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| 9. | <p><b>General business</b></p> <p><b>9.1 What next? Further discussion</b></p> <p>The Youth Councillors looked at the information collected from the Youth Council retreat to refresh their memories as to what was discussed and the outcomes they would like to continue to work towards and to achieve this year.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | No further action                                                                                                  |                                                           |                                     |
|    | <p><b>Freeza: Danni Haebich</b></p> <p>Dimboola Memorial Secondary College students are looking to hold their own Freeza event. Danni explained that a committee has been formed. Danni also suggested that the event will most likely occur during term 3.</p> <p><b>Around the table:</b></p> <p><b>Ruby:</b> Nothing further to add</p> <p><b>Nan Da San:</b> Nothing further to add</p> <p><b>Kynan:</b> Has been working with Kerrie Clarke to organise to have artist Travis Price visit Dimboola and work with youth to paint a mural. Meg and Kerrie will organise a meeting soon to discuss further details. It has been suggested that Freeza funding may be able to cover the costs of the materials. Further organisation is required.</p> <p><b>Teo:</b> Apology</p> <p><b>Nicholas:</b> Would like to create a short film/short film competition “Why I like my home town” and include professional training. Possibility to look at holding something during the school holidays.</p> <p><b>Bridie:</b> Radio workshops that were held last year in partnership with</p> | <p><b>Meg to email Danni the risk assessment template</b></p> <p><b>Budget for Freeza event to be prepared</b></p> | <p><b>Meg</b></p> <p><b>Dimboola Freeza committee</b></p> | <p><b>Prior to next meeting</b></p> |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Action | Who | When |
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|    | <p>Yarriambiack Shire and Horsham's Nexus- can we hold this again with the possibility of having air time on Horshams local radio station or to learn how to create our own podcasts? Can we also look at painting murals on bins and the 3D footpath murals that are often in major cities?</p> <p><b>Brodie:</b> Nothing further to add</p> <p><b>Elena:</b> Talked about how the supermarket in Nhill will be plastic bag free very soon.</p> <p><b>Danni:</b> Discussed holding a trivia night as a fundraiser for the Youth Council or for a particular project. Involve families and the broader community.</p> <p><b>Bek:</b> Apology</p> <p><b>Jordy:</b> Apology</p> <p><b>Aidan:</b> Would like to know if there will be opportunity to help with the Rainbow Desert Enduro this year.</p> <p><b>ThaBlay:</b> What are the problems that youth face in Hindmarsh, a discussion was had with the main issues mentioned being- mental health, misuse of social media, exposure to different experiences.</p> <p><b>Meg:</b> Talked about Nhill Lions market Sun 16 Sept, Project Hindmarsh, LGBTI Equality Roadshow, John Coutis Visit, Youth Mental health First Aid, Calendar of events</p> |        |     |      |
| 6. | <p><b><u>Next Meeting</u></b><br/>Monday 4 June, 2018, 4.30pm, Jeparit Town Hall.</p> <p>Meetings will be held on the first Monday of every month, unless a public holiday occurs.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |        |     |      |
| 7. | <p><b><u>Closure of Meeting</u></b><br/>Meeting closed at 6:39pm</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |        |     |      |



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| <b>Minutes</b>                 | <b>Hindmarsh Shire Youth Council</b>                                                                                                                                                                   |                            |                                    |
| <b>Date</b>                    | Monday 4 June                                                                                                                                                                                          | <b>Start Time:</b> 4.30 pm | <b>Location:</b> Jeparit Town Hall |
| <b>Meeting Purpose</b>         | <b>2018- Youth Council Meeting #3</b>                                                                                                                                                                  |                            |                                    |
| <b>Members</b>                 | Tha Blay Sher, Ruby James, Na Da San Bleh Dah, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Jordan Leach, Danni Haebich, Kynan Clarke, Teo Haines, Rebekah Albrecht, |                            |                                    |
| <b>Hindmarsh Shire Council</b> | Megan Hall (Youth and Early Years Officer)                                                                                                                                                             |                            |                                    |
| <b>Attendees</b>               | Ruby James, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Jordy Leach, Danni Haebich, Kynan Clarke, Rebekah Albrecht, Tha Blay Sher, Meg Hall                         |                            |                                    |
| <b>Apologies</b>               | Teo Haines, NanDaSan Bleh Dah,                                                                                                                                                                         |                            |                                    |

| <b>No</b> | <b>Items</b>                                                                                                                                                                                                                                                                                                                                                                       | <b>Action</b> | <b>Who</b> | <b>When</b> |
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| 1.        | <p><b><u>Welcome and apologies</u></b><br/>Danni chaired this meeting.</p> <p>Apologies: Teo Haines, NanDaSan Bleh Dah,<br/><i>MOVED: Youth CRS: Kynan Clarke Seconded: Elena James</i><br/><i>That Youth Councillors accept the apologies</i><br/><b>CARRIED</b></p>                                                                                                              |               |            |             |
| 2.        | <p><b><u>Minutes of the last meeting held</u></b><br/>Minutes from the previous Hindmarsh Shire Youth Council ordinary meeting have been received, reviewed, discussed and accepted.</p> <p><i>MOVED: Youth CRS: Nicholas Roll/Ruby James</i><br/><i>That the minutes of the previous ordinary Youth Council meeting be accepted as read and confirmed.</i><br/><b>CARRIED</b></p> |               |            |             |



| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Action                                                                                  | Who                       | When                                        |
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| 3. | <p><b><u>Business arising</u></b><br/> <b>Freeza Funding Application</b><br/> Meg informed the Youth Council that the next round of funding for the Freeza grant is currently open, with applications due Friday 15 June. Youth Councillors discussed in depth the criteria for the next round of funding and discussed what their aspirations were for the future program to run and be successful, including the programs and activities they would like to hold as a part of the program, should the application be successful. Discussions revolved around events including a music festival, busking festival, volunteers awards night, BMX/Skate nights under lights, roller discos, yoga/mindfulness classes Trivia nights (with live music entertainment) movie nights and a short film festival.</p>                                                          | <p><b>Meg to complete Freeza Funding application on behalf of the Youth Council</b></p> | <p><b>Meg</b></p>         | <p><b>Prior to Friday June 15.</b></p>      |
| 4. | <p><b>Save our stand</b><br/> Elena has drafted a letter to the Hindmarsh Shire Councillors regarding the Nhill &amp; District Sporting Club's grand stand closure. Elena will sign and post this letter to Hindmarsh Shire Councillors prior to our next meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p><b>Elena to send letter to Hindmarsh Shire Councillors</b></p>                       | <p><b>Elena James</b></p> | <p><b>Prior to next meeting- 2 July</b></p> |
| 5. | <p><b>Wimmera Southern Mallee Regional Partnership Assembly</b><br/> Brodie discussed what she learnt from attending the Wimmera Southern Mallee Regional Partnership Assembly in Stawell on the evening of Wednesday 30 May. Youth Council representatives were all seated on the "education" tables for the event. Major issues discussed across the evening included access to skilled teaching staff to fill vacant positions, cultural education beginning from early years schooling, the required needs and standards of education in regional and rural areas, access to our further education facilities by international students and connectivity to allow ease of furthering education. A report will now be produced as a result of the discussions held and will help the Wimmera Southern Mallee Regional Partnership to lobby for funding from the</p> | <p><b>No further action required</b></p>                                                | <p>-----</p>              | <p>-----</p>                                |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Action                                                                                                                                                                         | Who                                                                 | When                                        |
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| 6. | <p>State Government for the regional priorities discussed at this event.</p> <p><b>Freeza Events/Art projects</b><br/> The Youth Council would like to see a more well-known musician visit Hindmarsh Shire and entertain the community. "Didirri" is a TripleJ Artist that has been mentioned, with some further research needing to be done. There would be an opportunity for local acts to perform as support acts.</p> <p>Kynan has discussed getting well-known artist Travis Price, who grew up in Dimboola, and now lives in Ballarat to come to Dimboola and run a workshop with the outcome to be a large mural painted in partnership with Dimboola youth and Travis. Meg to continue to make contact with Kerrie and Kynan and Travis.</p> <p>Human Powered Vehicle event- Further discussions/planning required</p> | <p><b>Youth Councillors to research acts that might visit Hindmarsh for a music festival.</b></p> <p><b>Organise painting workshop and mural to be painted in Dimboola</b></p> | <p><b>ALL</b></p> <p><b>Kynan &amp; Meg, with Kerrie Clarke</b></p> | <p><b>Ongoing</b></p> <p><b>Ongoing</b></p> |
| 7. | <p><b>Freeza Event- Dimboola</b><br/> Ongoing communication between Dimboola Freeza Committee and Hindmarsh Shire Youth Councillors. Event planned for Term 3. Freeza committee organised.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p><b>Continue communication with DMSC Freeza committee</b></p>                                                                                                                | <p><b>Danni</b></p>                                                 | <p><b>Ongoing</b></p>                       |
| 8. | <p><b>School Holiday Program Ideas</b><br/> Photography workshops, scooter competition, graffiti workshop, film festival,</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p><b>School</b></p>                                                                                                                                                           | <p><b>All to</b></p>                                                | <p><b>Between June</b></p>                  |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Action                                                                                                                                                                                                                               | Who                                           | When                                                                                                                        |
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|    | hiking, circus workshops, pizza and movie nights, drawing workshops, skateboard workshops.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | holiday program organised                                                                                                                                                                                                            | attend/support as able                        | 29 & July 15                                                                                                                |
| 9. | <p><b>General business</b></p> <p><b>9.1 Project Hindmarsh- Tree Planting Weekend</b><br/>Project Hindmarsh will take place on the middle weekend of the upcoming July school holidays (6-8 July). Meg to organise transport for Youth Councillors who are able to attend.</p> <p><b>9.2 LGBTI+ Equality Roadshow</b><br/>The LGBTI equality Roadshow will occur on Wednesday 13 June at the Little Desert Nature Lodge. A workshop will occur during the day and a dinner will occur in the evening. Youth Councillors to RSVP.</p> <p><b>9.3 Calendar of events</b></p> <p><b>9.4 It's OK to say no! excursion</b></p> <p><b>9.5 Ping-Pong-a-thon</b></p> | <p>Meg to organise transport for available participants.</p> <p>Youth Councillors to RSVP to Meg.</p> <p>No further action required.</p> <p>YC's to RSVP availability.</p> <p>Meg to email Leonie to respond to availability and</p> | <p>Meg</p> <p>ALL</p> <p>-----</p> <p>Meg</p> | <p>Weekend of 7 July.</p> <p>Cut-off date 11 June</p> <p>-----</p> <p>Prior to Wednesday 20 June</p> <p>Prior to July 2</p> |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Action                    | Who | When |
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|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | willingness to take part. |     |      |
|    | <p><b>Around the table:</b></p> <p><b>Ruby:</b> Nothing further to add</p> <p><b>Nan Da San:</b> Apology</p> <p><b>Kynan:</b> Would like to work on creating a motion video of HSYC and our tourism assets and what is available in each town.</p> <p><b>Teo:</b> Apology</p> <p><b>Nicholas:</b> Nicholas would like to have a “bring a friend night” during one of our Youth Council meetings. This idea to be organised later in the year. He also reiterated that he would like to take part in the creation of the motion video that Kynan discussed.</p> <p><b>Bridie:</b> Radio workshops that were held last year in partnership with Yarriambiack Shire and Horsham’s Nexus- can we hold this again with the possibility of having air time on Horshams local radio station or to learn how to create our own podcasts? Can we also look at painting murals on bins and the 3D footpath murals that are often in major cities?</p> <p><b>Brodie:</b> Would like to see a photography workshop during the school holidays.</p> <p><b>Elena:</b> Nothing further to add</p> <p><b>Danni:</b> Nothing further to add</p> <p><b>Bek:</b> Wondered if movies could be advertised more widely.</p> <p><b>Jordy:</b> Would like to hold a scooter specific workshop and competition during the school holidays.</p> <p><b>Aidan:</b> Nothing further to add.</p> <p><b>ThaBlay:</b> ThaBlay handed out YACVIC postcards and encouraged other Youth Council members to answer the question and return them to YACVIC so that rural youth ideas and needs are heard.</p> <p><b>Meg:</b> Junior Landcare Grants</p> |                           |     |      |



| No | Items                                                                                                                                                                                   | Action | Who | When |
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|    | <p><b>Correspondence IN:</b></p> <p><b>Correspondence OUT: Letter to Cr Ismay: RE: Davis Park Grand Stand</b></p>                                                                       |        |     |      |
| 6. | <p><b><u>Next Meeting</u></b><br/> Monday 2 July, 2018, 4.30pm, Jeparit Town Hall.</p> <p>Meetings will be held on the first Monday of every month, unless a public holiday occurs.</p> |        |     |      |
| 7. | <p><b><u>Closure of Meeting</u></b><br/> Meeting closed at 6:40pm</p>                                                                                                                   |        |     |      |

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| <b>Minutes</b>                 | <b>Hindmarsh Shire Youth Council</b>                                                                                                                                                                   |                            |                                    |
| <b>Date</b>                    | Monday 2 July                                                                                                                                                                                          | <b>Start Time:</b> 4.30 pm | <b>Location:</b> Jeparit Town Hall |
| <b>Meeting Purpose</b>         | <b>2018- Youth Council Meeting #4</b>                                                                                                                                                                  |                            |                                    |
| <b>Members</b>                 | Tha Blay Sher, Ruby James, Na Da San Bleh Dah, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Jordan Leach, Danni Haebich, Kynan Clarke, Teo Haines, Rebekah Albrecht, |                            |                                    |
| <b>Hindmarsh Shire Council</b> | Megan Hall (Youth and Early Years Officer)                                                                                                                                                             |                            |                                    |
| <b>Attendees</b>               | Ruby James, Elena James, Brodie Kennedy, Aidan Gelligen, Bridie O'Halloran, Jordy Leach, Danni Haebich, Kynan Clarke, Tha Blay Sher, Nandasana Bleh Dah, Teo Haines, Meg Hall                          |                            |                                    |
| <b>Apologies</b>               | Nicholas Roll & Rebekah Albrecht                                                                                                                                                                       |                            |                                    |

| <b>No</b> | <b>Items</b>                                                                                                                                                                                                                                                                                                                                                           | <b>Action</b> | <b>Who</b> | <b>When</b> |
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| 1.        | <p><b><u>Welcome, Welcome to country and apologies</u></b><br/>Kynan chaired this meeting.</p> <p>Apologies: Nicholas Roll &amp; Rebekah Albrecht<br/><i>MOVED: Youth CRS: Brodie Kennedy Secended: Ruby James<br/>That Youth Councillors accept the apologies<br/>CARRIED</i></p>                                                                                     |               |            |             |
| 2.        | <p><b><u>Minutes of the last meeting held</u></b><br/>Minutes from the previous Hindmarsh Shire Youth Council ordinary meeting have been received, reviewed, discussed and accepted.</p> <p><i>MOVED: Youth CRS: Aidan Gelligen/Elena James<br/>That the minutes of the previous ordinary Youth Council meeting be accepted as read and confirmed.<br/>CARRIED</i></p> |               |            |             |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Action                                      | Who   | When                                          |
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| 3. | <p><b><u>Business arising</u></b><br/> <b>School Holiday Program</b><br/> Meg discussed the school holiday program events with the Youth Council.<br/> Events include:<br/> Dimboola- 3 July- My town through my eyes photography workshop<br/> Rainbow- 4 July- Emoji Movie<br/> Nhill- 4 July- Solo: A Star Wars Story<br/> Nhill- 5 July- Funny Farmers Show<br/> Dimboola- 5 July- Jamie and Kim's Mobile Zoo<br/> Rainbow- 6 July- Rock Painting and snow globes<br/> Jeparit- 10 July- Slime making<br/> Rainbow- 11 July- Soy Candles<br/> Nhill- 12 July- Movie Marathon<br/> Rainbow- 12 July- Pizza making<br/> Nhill- 12 July- Girls Rock event (9-12 years)<br/> Nhill- 13 July- Girls Rock event (12-18 years)<br/> Youth Councillors to attend/support as able.</p> | Youth Councillors to attend/support as able | ALL   | During the school holidays 29 June – 15 July. |
| 4. | <p><b>It's OK to say No! excursion debrief</b><br/> Youth Councillors who attended the evening said it was a worthwhile experience. They were shown a new and inventive way to hold an information evening and found the "real-life" experiences and personal stories of local police officer Robert Martin and well-known comedian Fiona O'Loughlin to be very informative. Ran by the Horsham Rural City Council the Youth C.A.N (Changing alcohol norms) project definitely taught us that it is OK to say no to peer pressure and that it is ok to support a friend who is choosing not to drink to excess.</p>                                                                                                                                                               | No further action required                  | ----- | -----                                         |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Action                                                                                | Who                 | When                                                                        |
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| 5. | <p><b>Grampians Music Festival</b><br/>As a result of taking part as a Freeza committee, all current and past freeza committee members are asked to provide an expression of interest to assist with a number of volunteer roles for the upcoming Grampians music festival. There are a number of vacant roles that need to be filled by volunteers aged 16+. More information can be found at <a href="http://www.grampiansmusicfestiaval.com">www.grampiansmusicfestiaval.com</a></p> | <p><b>Members who wish to take part are to complete an expression of interest</b></p> | <p><b>ALL</b></p>   | <p><b>As wanted</b></p>                                                     |
| 6. | <p><b>Food handlers certificate training</b><br/>Youth Councillors who wish to take part can go to <a href="http://www.aqt.edu.au">www.aqt.edu.au</a> and create an account. Basic food handlers course at a cost of \$19.95 per participant. If you would like some assistance, we can organise to complete it after school, all at once (in each town).</p>                                                                                                                           | <p><b>YC's to complete food handlers course</b></p>                                   | <p><b>ALL</b></p>   | <p><b>Prior to Grease sing along special screening event.</b></p>           |
| 7. | <p><b>Freeza Event- Dimboola</b><br/>Ongoing communication between Dimboola Freeza Committee and Hindmarsh Shire Youth Councillors. Event planned for Term 3. Freeza committee organised and a meeting will be held during the first week of term 3.</p>                                                                                                                                                                                                                                | <p><b>Continue communication with DMSC Freeza committee</b></p>                       | <p><b>Danni</b></p> | <p><b>Ongoing</b></p>                                                       |
| 8. | <p><b>Junior Landcare Grant</b><br/>Youth Councillors read and discussed the guidelines for the Victorian Junior Landcare and Biodiversity Grants for the 2018 round that are currently open. A brainstorm session was held to collectively come up with an idea to put forward in an application. Meg will work with the Youth Councillors to complete the</p>                                                                                                                         | <p><b>Meg to work with YC's to complete application.</b></p>                          | <p><b>ALL</b></p>   | <p><b>To be completed prior to closing date- Friday 20 July at 3pm.</b></p> |



| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Action                                                                                                                                                                                               | Who                                                                | When                                                                                                                         |
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|    | application, due Friday 20 July. With projects to be announced 3-9 September, and successful applicants being notified on 21 September 2018.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                      |                                                                    |                                                                                                                              |
| 9. | <p><b>General business</b></p> <p><b>9.1 Project Hindmarsh- Tree Planting Weekend</b><br/>Project Hindmarsh will take place on the middle weekend of the upcoming July school holidays (6-8 July). Meg to organise transport for Youth Councillors who are able to attend. Meg will inform Youth councillors of any changes to plans as the week progresses.</p> <p><b>9.2 LGBTI+ Equality Roadshow</b><br/>Several Youth Councillors attended the LGBTI Equality Roadshow which occurred on Wednesday 13 June at the Little Desert Nature Lodge. Youth Councillors who were unable to attend the workshop during the day were disappointed that there was not more information shared regarding this subject during the evening but enjoyed spending time with the Victorian Commissioner for Gender and Sexuality, Rowena Allen. Youth Councillors to be presented with a badge to show support.</p> <p><b>9.3 Watoto Children's Choir</b><br/>The Nhill Churches are working in partnership with the Hindmarsh Shire Youth Council and the Freeza program to bring the Watoto Children's Choir to Nhill on Wednesday 1 August. Youth Councillors have been given promotional posters to put up in each respective town. Promotional material to be placed onto the Hindmarsh Shire Website and Hindmarsh Shire Youth Council Facebook page. Youth Councillors to attend as able.</p> | <p><b>Meg to organise transport for available participants.</b></p> <p><b>No further action required.</b></p> <p><b>Promotional material to be distributed.</b></p> <p><b>RSVP's to Meg ASAP</b></p> | <p><b>Meg</b></p> <p>-----</p> <p><b>ALL</b></p> <p><b>ALL</b></p> | <p><b>Weekend of 7 July.</b></p> <p>-----</p> <p><b>During the school holidays</b></p> <p><b>Prior to Monday 30 July</b></p> |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Action                                                                                                                      | Who               | When                                           |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------|------------------------------------------------|
|    | <p><b>9.4 Human Powered Vehicle Expo- Dimboola</b><br/>           The youth council will work alongside Jeff Woodward, Hindmarsh Shire Council's Tourism and Economic Development Officer to provide an afternoon/evening of entertainment in conjunction with the Dimboola Human Powered Vehicle Expo on Sunday 5 August 2018.<br/>           To be organised: Food trucks, sound and lighting, Live music, family entertainment, seating area, transport.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p><b>Meg to work with Youth Council to assist Jeff to create a welcoming, fun and entertaining event for all ages.</b></p> | <p><b>ALL</b></p> | <p><b>Ongoing until the 5 August 2018.</b></p> |
|    | <p><b>Around the table:</b></p> <p><b>Ruby:</b> Nothing further to add<br/> <b>Nan Da San:</b> Nothing further to add<br/> <b>Kynan:</b> Travis Price mural. Still working on organising a workshop and location. More information to follow.<br/> <b>Teo:</b> Discussion about the trees at the Dimboola Skatepark being poisoned. Meg to forward media release so that all youth councillors are up to date with this.<br/> <b>Nicholas:</b> Absent<br/> <b>Bridie:</b> Interested in researching the availability of a bike track in Rainbow at the recreation reserve. Bridie also discussed the possibility of holding an event similar to the It's OK to say no! information evening locally.<br/> <b>Brodie:</b> Nothing further to add<br/> <b>Elena:</b> Nothing further to add<br/> <b>Danni:</b> Nothing further to add<br/> <b>Bek:</b> Absent<br/> <b>Jordy:</b> Nothing further to add</p> |                                                                                                                             |                   |                                                |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Action | Who | When |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----|------|
|    | <p><b>Aidan:</b> Nothing further to add</p> <p><b>ThaBlay:</b> ThaBlay informed youth councillors of an available 2 day workshop to provide participants with work training skills through Wimmera Development Association and invited any youth councillors along.</p> <p><b>Meg:</b> Junior Landcare Grant application. Ping-pong-a-thon reminder &amp; John Coutis visit reminder.</p> <p><b>Correspondence IN:</b></p> <p><b>Correspondence OUT:</b></p> |        |     |      |
| 6. | <p><b><u>Next Meeting</u></b><br/>Monday 6 August, 2018, 4.30pm, Jeparit Town Hall.</p> <p>Meetings will be held on the first Monday of every month, unless a public holiday occurs.</p>                                                                                                                                                                                                                                                                     |        |     |      |
| 7. | <p><b><u>Closure of Meeting</u></b><br/>Meeting closed at 6:15pm</p>                                                                                                                                                                                                                                                                                                                                                                                         |        |     |      |

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|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------------------------------|
| <b>Minutes</b>                 | <b>Hindmarsh Shire Youth Council</b>                                                                                                                                                                   |                            |                                    |
| <b>Date</b>                    | Monday 6 August                                                                                                                                                                                        | <b>Start Time:</b> 4.30 pm | <b>Location:</b> Jeparit Town Hall |
| <b>Meeting Purpose</b>         | <b>2018- Youth Council Meeting #5</b>                                                                                                                                                                  |                            |                                    |
| <b>Members</b>                 | Tha Blay Sher, Ruby James, Na Da San Bleh Dah, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Jordan Leach, Danni Haebich, Kynan Clarke, Teo Haines, Rebekah Albrecht, |                            |                                    |
| <b>Hindmarsh Shire Council</b> | Megan Hall (Youth and Early Years Officer)                                                                                                                                                             |                            |                                    |
| <b>Attendees</b>               | Ruby James, Elena James, Brodie Kennedy, Bridie O'Halloran, Jordy Leach, Danni Haebich, Kynan Clarke, Nandasana Bleh Dah, Teo Haines, Nicholas Roll, Rebekah Albrecht, Meg Hall, Michelle Farinha.     |                            |                                    |
| <b>Apologies</b>               | Aidan Gelligen, ThaBlay Sher.                                                                                                                                                                          |                            |                                    |

| <b>No</b> | <b>Items</b>                                                                                                                                                                                                                                                                                                                                                              | <b>Action</b> | <b>Who</b> | <b>When</b> |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|-------------|
| 1.        | <p><b><u>Welcome, Welcome to country and apologies</u></b><br/>Kynan chaired this meeting.</p> <p>Apologies: Aidan Gelligen and ThaBlay Sher<br/><i>MOVED: Youth CRS: Danni Haebich Secinded: Ruby James<br/>That Youth Councillors accept the apologies<br/>CARRIED</i></p>                                                                                              |               |            |             |
| 2.        | <p><b><u>Minutes of the last meeting held</u></b><br/>Minutes from the previous Hindmarsh Shire Youth Council ordinary meeting have been received, reviewed, discussed and accepted.</p> <p><i>MOVED: Youth CRS: Bridie O'Halloran/Elena James<br/>That the minutes of the previous ordinary Youth Council meeting be accepted as read and confirmed.<br/>CARRIED</i></p> |               |            |             |



| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Action                                              | Who               | When                                                                                                     |
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| 3. | <p><b><u>Business arising</u></b><br/> <b>Dimboola HPV Event</b><br/>           Jeff Woodward extended thanks to Dimboola Youth Councillors Rebekah Albrecht and Kynan Clarke who assisted as requested at the HPV event in Dimboola on the weekend just passed. He appreciated your attendance and help, regardless of how minimal. He also thanked the Freeza committee for allowing the live music aspect of the event. Another great event supported by Hindmarsh Shire Youth Council. Congratulations all.</p>                                                                                                                                                                                                                                                                                                                                 |                                                     |                   |                                                                                                          |
| 4. | <p><b>Freeza Event Dimboola Update</b><br/>           Danni updated the Youth Council on where the Dimboola Freeza Committee is up to with regards to planning for the upcoming Dimboola Freeza. A date is yet to be set, the committee has been formed and the plans are underway.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                     |                   |                                                                                                          |
| 5. | <p><b>Food Handlers Certificate training</b><br/>           Youth Councillors are to go to aqt.com. au or google “Australian Qualification Training”. You will need to create a user name and password, and find your unique student identifier (go to <a href="http://www.usi.gov.au">www.usi.gov.au</a> to search if you already have one or to create one) and set aside 2 hours to complete this task. Click on “Basic Food Handlers”, complete course (you will need to read every slide and watch the videos) and pay the \$35.00. You will then be sent a certificate to your nominated email address. Once you have paid and have your certificate, email certificate and bank details to Meg and she will organise to have you/your parents reimbursed. Bec did this perfectly. Ask Bec if you are unsure and can't get a hold of Meg.</p> | <p><b>YC's to complete food handlers course</b></p> | <p><b>ALL</b></p> | <p><b>Only those who are completing the certificate elsewhere are to be excluded from this task.</b></p> |
| 6. | <p><b>Junior Landcare Grant</b><br/>           Junior Landcare grant application has been completed as per last months</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                     |                   |                                                                                                          |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Action                                                                                              | Who                    | When                    |
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| 7. | <p>discussions at our previous meeting. Meg has applied for \$5000 funding to create native gardens in each major town, in partnership with other local organisations. Meg will await the outcome and inform Youth Councillors once she knows.</p> <p><b>Travis Price Mural</b><br/>Ongoing communication between Travis and Meg. We are aiming to have the mural completed towards the end of the year. Further communication and organisation required.</p> | <p><b>Meg to communicate with Travis and Kerrie Clarke to ensure project meets requirement.</b></p> | <p><b>Meg Hall</b></p> | <p><b>Ongoing</b></p>   |
| 8. | <p><b>Ping-Pong-A-Thon</b><br/>Leonie Miller is to send further information closer to the date of the event. Ongoing organisation to assist with this event. Further details to follow.</p>                                                                                                                                                                                                                                                                   |                                                                                                     |                        |                         |
| 9. | <p><b><u>General business</u></b><br/><b>9.1 Grease event</b><br/>Friday 21 September. All youth councillors required to assist to cook and</p>                                                                                                                                                                                                                                                                                                               | <p><b>All Youth</b></p>                                                                             | <p><b>ALL</b></p>      | <p><b>Friday 21</b></p> |

| No                         | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Action                                                | Who | When                    |
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| <p>9.2<br/>9.3<br/>9.4</p> | <p>deliver meals on the evening of the event. Training will be provided and each Youth Councillor will have a role. Michelle will explain further details at our next meeting. Could Youth Councillors please ensure they wear closed black shoes, black pants and a white collared shirt. An apron, hat and bow tie will be provided to complete the uniform.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p><b>Councillors to assist with Grease event</b></p> |     | <p><b>September</b></p> |
|                            | <p><b>Around the table:</b></p> <p><b>Ruby:</b> Nothing further to add<br/> <b>Nan Da San:</b> Nothing further to add<br/> <b>Kynan:</b> Nothing further to add<br/> <b>Teo:</b> Nothing further to add<br/> <b>Nicholas:</b> 3D drawings in Warrnambool. Nic discussed that more engaging artworks throughout the Shire would be a great asset to our community. Meg informed that a Public Art Policy was going to Council for adoption at the next Council meeting.<br/> <b>Bridie:</b> Would like the Youth Council to have a newsletter item for school newsletters to keep people informed of what the Youth Council are working on.<br/> <b>Brodie:</b> Agreed that more advertising about what the Youth Council are working on is necessary.<br/> <b>Elena:</b> Nothing further to add<br/> <b>Danni:</b> Nothing further to add<br/> <b>Bek:</b> Nothing further to add<br/> <b>Jordy:</b> Mentioned the dirt jumps that are at the Rainbow Recreation Reserve and how we can further build on engaging young people at sites such as this. He asked if we are able to see a site plan for upgrades that are already in process for the netball change rooms and caravan park.</p> |                                                       |     |                         |

| No | Items                                                                                                                                                                                                                                                                                                                                                                               | Action | Who | When |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----|------|
|    | <p><b>Aidan:</b> Apology<br/> <b>ThaBlay:</b> Apology: But asked to pass on that we should create a youth focused tourism video explaining what is available to young people across Hindmarsh<br/> <b>Meg:</b> Update on Connecting to Culture Heywire Grant.</p> <p><b>Correspondence IN:</b> Save our Stand response letter from Greg Wood.</p> <p><b>Correspondence OUT:</b></p> |        |     |      |
| 6. | <p><b><u>Next Meeting</u></b><br/> Monday 3 September, 2018, 4.30pm, Jeparit Town Hall.</p> <p>Meetings will be held on the first Monday of every month, unless a public holiday occurs.</p>                                                                                                                                                                                        |        |     |      |
| 7. | <p><b><u>Closure of Meeting</u></b><br/> Meeting closed at 6:30pm</p>                                                                                                                                                                                                                                                                                                               |        |     |      |

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|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------------------------------|
| <b>Minutes</b>                 | <b>Hindmarsh Shire Youth Council</b>                                                                                                                                                                  |                            |                                    |
| <b>Date</b>                    | Monday 3 September                                                                                                                                                                                    | <b>Start Time:</b> 4.30 pm | <b>Location:</b> Jeparit Town Hall |
| <b>Meeting Purpose</b>         | <b>2018- Youth Council Meeting #8</b>                                                                                                                                                                 |                            |                                    |
| <b>Members</b>                 | ThaBlay Sher, Ruby James, Na Da San Bleh Dah, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Jordan Leach, Danni Haebich, Kynan Clarke, Teo Haines, Rebekah Albrecht, |                            |                                    |
| <b>Hindmarsh Shire Council</b> | Megan Hall (Youth and Early Years Officer)                                                                                                                                                            |                            |                                    |
| <b>Attendees</b>               | Ruby James, Elena James, Kynan Clarke, Nandasana Bleh Dah, Teo Haines, Nicholas Roll, Rebekah Albrecht, , Aidan Gelligen, Michelle Farinha.                                                           |                            |                                    |
| <b>Apologies</b>               | ThaBlay Sher, Brodie Kennedy, Bridie O'Halloran, Jordy Leach, Danni Haebich, Meg Hall.                                                                                                                |                            |                                    |

| <b>No</b> | <b>Items</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Action</b> | <b>Who</b> | <b>When</b> |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|-------------|
| 1.        | <p><b><u>Welcome, Welcome to country and apologies</u></b><br/>Kynan chaired this meeting.</p> <p>Apologies: ThaBlay Sher, Brodie Kennedy, Bridie O'Halloran, Jordy Leach, Danni Haebich, Meg Hall<br/><i>MOVED: Youth CRS: Na Da San Bleh Dah Seconded: Ruby James<br/>That Youth Councillors accept the apologies<br/>CARRIED</i></p>                       |               |            |             |
| 2.        | <p><b><u>Minutes of the last meeting held</u></b><br/>Minutes from the previous Hindmarsh Shire Youth Council ordinary meeting have been received, reviewed, discussed and accepted.</p> <p><i>MOVED: Youth CRS: Rebekah Albrecht /Elena James<br/>That the minutes of the previous ordinary Youth Council meeting be accepted as read and confirmed.</i></p> |               |            |             |



| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Action                                           | Who | When                                                                                       |
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|    | <i>CARRIED</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                  |     |                                                                                            |
| 3. | <p><b><u>Business arising</u></b><br/> <b>Freeza Event Dimboola Update</b><br/>           Teo updated the Youth Council on where the Dimboola Freeza Committee is up to with regards to planning for the upcoming Dimboola Freeza. Due to a busy school schedule the SRC have decided that a movie night would be a more achievable event due to other commitments.</p>                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                  |     |                                                                                            |
| 4. | <p><b>Food Handlers Certificate training</b><br/>           Youth Councillors reminded that they are to go to aqt.com. au or google “Australian Qualification Training”. You will need to create a user name and password, and find your unique student identifier (go to <a href="http://www.usi.gov.au">www.usi.gov.au</a> to search if you already have one or to create one) and set aside 2 hours to complete this task. Click on “Basic Food Handlers”, complete course (you will need to read every slide and watch the videos) and pay the \$35.00. You will then be sent a certificate to your nominated email address. Once you have paid and have your certificate, email certificate and bank details to Meg and she will organise to have you/your parents reimbursed.</p> | YC’s to complete food handlers course            | ALL | Only those who are completing the certificate elsewhere are to be excluded from this task. |
| 5. | <p><b>Walk to School</b><br/>           Michelle updated Youth Councillors on the Walk to School program and requested assistance with doing footpath decals during the school holidays on either the 4<sup>th</sup> or 5<sup>th</sup> of October 2018.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | YC’s to let Michelle know if they can assist     | ALL |                                                                                            |
| 6. | <p><b>Grease Event</b><br/>           Friday 21 September. All youth councillors required to assist to cook and deliver meals on the evening of the event. Training will be provided and each Youth Councillor will have a role. Michelle will explain further details at our next meeting. Could Youth Councillors please ensure they wear closed black shoes, black pants and a white collared shirt. An apron, hat and bow tie will be</p>                                                                                                                                                                                                                                                                                                                                           | Let Meg/ Michelle know if you are able to assist | ALL | ASAP                                                                                       |

| No  | Items                                                                                                                                                                                                                                                                                                                                                                           | Action                                    | Who | When |
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|     | <p>provided to complete the uniform.<br/>           Youth Councillors that are not available to assist with the event: Danni, Kynan and Nicholas.</p>                                                                                                                                                                                                                           |                                           |     |      |
| 7.  | <p><b>Victoria Youth Week and Children's Week Grant</b><br/>           Applications have been submitted for both Youth Week and Children's Week grants.<br/>           Youth Week – Red Carpet event to be held in April 2019 (if successful).<br/>           Children's Week – Book Walk to be held in October 2018 (if successful).</p>                                       |                                           |     |      |
| 8.  | <p><b>John Coutis Event</b><br/>           Event happening on Friday 7 September at the Nhill Memorial Community Centre.<br/>           Youth Councillors are disappointed that secondary schools are not able to attend the event. Proposal to have John visit again in the future to speak with our secondary students.</p>                                                   |                                           |     |      |
| 9.  | <p><b><u>General Business</u></b></p>                                                                                                                                                                                                                                                                                                                                           |                                           |     |      |
| 9.1 | <p><b>Condom Vending Machine Update</b><br/>           Hindmarsh Shire Council will not be charged further rental for the vending machines moving forward as other LGA's are in the process of installing them, further supporting the needs of the supplier. HSC has not had any backlash or issues from having them installed which has been encouraging for other LGA's.</p> | <p><b>Nothing further to complete</b></p> |     |      |
| 9.2 | <p><b>School Holiday Program Ideas</b><br/>           Round table discussion with suggestions put forward:</p> <ul style="list-style-type: none"> <li>- Movie Marathon</li> <li>- Fete – make and sell food</li> <li>- Games event</li> <li>- Karaoke</li> <li>- Trivia Night</li> </ul>                                                                                        |                                           |     |      |

| No  | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Action                                                                                                           | Who | When                                 |
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|     | <ul style="list-style-type: none"> <li>- Night Swim</li> <li>- DIY – baking/decorating</li> <li>- Arcade Games</li> <li>- Jumping Castle</li> <li>- Drive-in Movie event</li> <li>- Skate Comp</li> <li>- Fun Run</li> <li>- Colour Sprint</li> <li>- Paper plane making/competition</li> <li>- All Day skate park event</li> <li>- Giant outdoor board games</li> <li>- Dimboola Amazing Race</li> <li>- Movie in the Dimboola Stadium</li> <li>- Gaming day (on a big screen)</li> <li>- Basketball Round Robin</li> <li>- Rowing in Dimboola</li> </ul> |                                                                                                                  |     |                                      |
| 9.3 | <p><b>Skate Park Drawings and Future Ideas</b><br/> Ideas have been submitted by NanDaSan, Bek and Teo.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p><b>Other Youth Councillors to prepare plan for local Skatepark to enhance use and engagement of youth</b></p> | All | <p><b>Prior to next meeting.</b></p> |
| 9.4 | <p><b>Pick My Project</b><br/> Youth Councillors to advocate to other students (16 years and older) and community about voting for projects within Hindmarsh Shire Council. Voting closes in September.</p>                                                                                                                                                                                                                                                                                                                                                | <p>Advocate voting of projects within our Shire</p>                                                              | All | <p><b>ASAP</b></p>                   |
| 10. | <p><b><u>Around the table:</u></b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                  |     |                                      |

| No | Items              |                                                                                                                      | Action | Who | When |
|----|--------------------|----------------------------------------------------------------------------------------------------------------------|--------|-----|------|
|    | <b>Ruby:</b>       | Nothing further to add                                                                                               |        |     |      |
|    | <b>Bek:</b>        | Discussed the lack of a Youth Minister - Will draft a letter to our local representative and send to Meg for review. |        |     |      |
|    | <b>Aidan:</b>      | Nothing further to add                                                                                               |        |     |      |
|    | <b>ThaBlay:</b>    | Not present                                                                                                          |        |     |      |
|    | <b>Meg:</b>        | Not present                                                                                                          |        |     |      |
|    | <b>Jordy:</b>      | Not present                                                                                                          |        |     |      |
|    | <b>Nan Da San:</b> | Nothing further to add                                                                                               |        |     |      |
|    | <b>Teo:</b>        | Nothing further to add                                                                                               |        |     |      |
|    | <b>Nicholas:</b>   | Nothing further to add                                                                                               |        |     |      |
|    | <b>Bridie:</b>     | Not present                                                                                                          |        |     |      |
|    | <b>Brodie:</b>     | Not present                                                                                                          |        |     |      |
|    | <b>Elena:</b>      | Nothing further to add                                                                                               |        |     |      |

| No        | Items                                                                                                                                                                             |                                                               | Action | Who | When |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|--------|-----|------|
|           | <b>Danni:</b>                                                                                                                                                                     | Not present                                                   |        |     |      |
|           | <b>Kynan:</b>                                                                                                                                                                     | Travis Price Mural – He will be coming to Dimboola in October |        |     |      |
|           | <b>Correspondence IN:</b>                                                                                                                                                         |                                                               |        |     |      |
|           | <b>Correspondence OUT:</b>                                                                                                                                                        |                                                               |        |     |      |
| <b>6.</b> | <b><u>Next Meeting</u></b><br>Monday 8 October, 2018, 4.30pm, Jeparit Town Hall.<br><br>Meetings will be held on the first Monday of every month, unless a public holiday occurs. |                                                               |        |     |      |
| <b>7.</b> | <b><u>Closure of Meeting</u></b><br>Meeting closed at 5:30pm                                                                                                                      |                                                               |        |     |      |



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|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------------------------------|
| <b>Minutes</b>                 | <b>Hindmarsh Shire Youth Council</b>                                                                                                                                                                  |                            |                                    |
| <b>Date</b>                    | Monday 8 October                                                                                                                                                                                      | <b>Start Time:</b> 4.30 pm | <b>Location:</b> Jeparit Town Hall |
| <b>Meeting Purpose</b>         | <b>2018- Youth Council Meeting #9</b>                                                                                                                                                                 |                            |                                    |
| <b>Members</b>                 | ThaBlay Sher, Ruby James, Na Da San Bleh Dah, Elena James, Brodie Kennedy, Nicholas Roll, Aidan Gelligen, Bridie O'Halloran, Jordan Leach, Danni Haebich, Kynan Clarke, Teo Haines, Rebekah Albrecht, |                            |                                    |
| <b>Hindmarsh Shire Council</b> | Megan Hall (Youth and Early Years Officer)                                                                                                                                                            |                            |                                    |
| <b>Attendees</b>               | Ruby James, Kynan Clarke, Nandasani Bleh Dah, Teo Haines, Nicholas Roll, Rebekah Albrecht, , Aidan Gelligen,                                                                                          |                            |                                    |
| <b>Apologies</b>               | Elena James                                                                                                                                                                                           |                            |                                    |

| <b>No</b> | <b>Items</b>                                                                                                                                                                                                                                                                                                                                                             | <b>Action</b> | <b>Who</b> | <b>When</b> |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|-------------|
| 1.        | <p><b><u>Welcome, Welcome to country and apologies</u></b><br/>Jordy chaired this meeting.</p> <p>Apologies: Elena James<br/><i>MOVED: Youth CRS: Na Da San Bleh Dah Seconded: Ruby James<br/>That Youth Councillors accept the apologies<br/>CARRIED</i></p>                                                                                                            |               |            |             |
| 2.        | <p><b><u>Minutes of the last meeting held</u></b><br/>Minutes from the previous Hindmarsh Shire Youth Council ordinary meeting have been received, reviewed, discussed and accepted.</p> <p><i>MOVED: Youth CRS: Rebekah Albrecht /Teo Haines<br/>That the minutes of the previous ordinary Youth Council meeting be accepted as read and confirmed.<br/>CARRIED</i></p> |               |            |             |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Action                                                                                                                               | Who                                | When                                                             |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------------------------------------------------------------------|
| 3. | <p><b><u>Business arising</u></b><br/> <b>Freeza Event Dimboola Update</b><br/> Danni discussed holding a movie night in place of a music night but said organisation for the event was difficult as too few meetings have been held. Meg discussed attending a meeting to assist in the direction of the event.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <p><b>Danni to speak with lead teacher and inform Meg of next meeting time and date. Meg to attend Freeza Committee meeting.</b></p> | <p><b>Danni &amp; Meg</b></p>      |                                                                  |
| 4. | <p><b>Food Handlers Certificate training</b><br/> Youth Councillors reminded that they are to go to aqt.com.au or google "Australian Qualification Training". You will need to create a user name and password, and find your unique student identifier (go to <a href="http://www.usi.gov.au">www.usi.gov.au</a> to search if you already have one or to create one) and set aside 2 hours to complete this task. Click on "Basic Food Handlers", complete course (you will need to read every slide and watch the videos) and pay the \$35.00. You will then be sent a certificate to your nominated email address. Once you have paid and have your certificate, email certificate and bank details to Meg and she will organise to have you/your parents reimbursed.</p> | <p><b>Those who have completed course to forward Meg certificates and bank payment information and receipt.</b></p>                  | <p><b>ThaBlay and Nicholas</b></p> | <p><b>Creditor run being completed on Monday 15 October.</b></p> |
| 5. | <p><b>Walk to School</b><br/> Meg updated Youth Councillors regarding the start of the Walk to School program and thanked Ruby for assisting Michelle with completing footpath decals during the school holidays as a part of the program. Walk to school will continue throughout the month of October 2018.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                      |                                    |                                                                  |

| No | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Action                                                                      | Who | When                                  |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-----|---------------------------------------|
| 6. | <p><b>Grease Event Debrief</b><br/> Friday 21 September the Youth Council held a sing along evening and dinner for the 40<sup>th</sup> anniversary of the release of the Grease musical. All youth councillors assisted with customer service, cooking and delivering meals on the evening of the event and ensuring every detail was precise and professional. Each Youth Councillor had a role throughout the evening that was exceptionally well rehearsed. A big congratulation to each and every one of you. Feedback received has been exceptionally positive, with some members of the public asking for these kinds of events to be held more frequently. Well done.</p> | Nothing further                                                             |     |                                       |
| 7. | <p><b>Victorian Youth Week</b><br/> Applications have been submitted for Youth Week grants. Youth Week Awards – A Red Carpet event to be held in April 2019 (if successful).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Awaiting outcome of grant application                                       |     |                                       |
| 8. | <p><b>Children’s Week Grant</b><br/> The Hindmarsh Shire Council has been notified that the Children’s Week grant application for 2018 was successful. A “Book Walk” and lunch is to be held during Children’s week 20-28 October 2018. Meg is working in partnership with the Dimboola Library branch of Wimmera Regional Library Corporation and Dimboola Playgroup to organise this event.</p>                                                                                                                                                                                                                                                                                | Grant application successful. Meg to work with WRLC and Dimboola Playgroup. | Meg | During Children’s week 20-28 October. |
| 9. | <p><b>John Coutis Event Debrief</b><br/><br/> This event held on Friday 7 September at the Nhill Memorial Community Centre; in partnership with Nhill Lutheran School saw over 200 students from 5 different schools attend. The students attended to hear John speak about leadership, dealing with disability, overcoming challenges &amp; getting the best out of life. John also mentioned tactics to work together as a team towards anti-bullying, having resilience and individual goal setting. Nhill</p>                                                                                                                                                                | Nothing further                                                             |     |                                       |

| No          | Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Action                                                                                   | Who                                              | When                            |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|--------------------------------------------------|---------------------------------|
|             | Lutheran School extends thanks to the Hindmarsh Shire Youth Council for the assistance provided to have John Coutis visit Hindmarsh Shire Council. Well done.                                                                                                                                                                                                                                                                                                                              |                                                                                          |                                                  |                                 |
| <b>10.</b>  | <b><u>General Business</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                          |                                                  |                                 |
| <b>10.1</b> | <b>School Holiday Program Debrief</b><br>The school holiday program was again very well attended. Over 100 young people and their families attended the extensive range of engaging activities on offer throughout the September school holidays.                                                                                                                                                                                                                                          | <b>Nothing further to complete</b>                                                       |                                                  |                                 |
| <b>10.2</b> | <b>Rainbow Recreation Master plan consultation</b><br>The Rainbow Recreation Reserve master plan consultation will take place at the Rainbow Recreation Reserve on Tuesday 9 October from 7pm. North Ward Youth Councillors are encouraged to attend to have a look at the proposed master plan and put forward any further ideas- particularly those that relate to youth engagement.                                                                                                     | <b>Youth Councillors to attend Rainbow Recreation Reserve Master Plan consultation</b>   | <b>Jordy, Bridie, Aidan and Nicholas as able</b> | <b>Tuesday 9 October at 7pm</b> |
| <b>10.3</b> | <b>Letter to Andrew Broad</b><br>Rebekah has completed the draft letter to Andrew Broad asking why the current Federal Government does not have a Youth Minister. The drafted letter has been accepted by the Youth Council and motioned to be sent to the local member of Parliament.                                                                                                                                                                                                     |                                                                                          |                                                  |                                 |
| <b>10.4</b> | <b>Ping-Pong-a-Thon event details</b><br>The Ping-Pong-A-Thon will take place at the Nhill Lutheran Church Hall on the evening of Friday 12 October. Those who are able to help set up can arrive at 6pm and those who are attending to participate can arrive just prior to 6.30pm. The itribe youth group will need assistance to serve dinner and to clean and pack up after dinner and upon completion of the event. We have a fundraising target of \$500, with \$100 dollars already | <b>Youth Councillors to fundraise for and attend Ping-Pong-A-Thon event at the Nhill</b> | <b>ALL</b>                                       | <b>Friday 12 October at 6pm</b> |

| No         | Items                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Action                                                                                                                          | Who        | When                                                                                         |
|------------|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|------------|----------------------------------------------------------------------------------------------|
|            |                                 | raised with funds going towards ceasing youth exploitation and slavery in south-east Asia.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Lutheran Church hall.</b>                                                                                                    |            |                                                                                              |
| <b>10.</b> | <b><u>Around the table:</u></b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                 |            |                                                                                              |
|            | <b>Ruby:</b>                    | Would like to focus on waste management and education as a major project for the Hindmarsh Shire Youth Council of 2018. Ruby discussed composting (possibly at the community garden), plastic recycling bins at the local supermarket (like at the coles supermarket), reducing waste, using cleaner alternatives (ie: paper straws instead of plastic) and the possibility of our Council having green waste bins. Youth Councillors discussed a small project that could be completed to start this project. It was decided that a fridge magnet would be an ideal start. Youth Councillors to work together to collate information and design a concept prior to next meeting. | <b>Ruby to work alongside Youth Councillors to create an educational magnet regarding waste management for Hindmarsh Shire.</b> | <b>ALL</b> | <b>Draft design and concept to be completed prior to next meeting on Monday 12 November.</b> |
|            | <b>Bek:</b>                     | Discussed the lack of a Federal Youth Minister. Bek drafted a letter to our local representative which was read out and discussed at tonight's meeting. Youth Councillors motioned for the letter to be sent. Meg will now send the letter on to the Hon. Andrew Broad and await a response.                                                                                                                                                                                                                                                                                                                                                                                      | <b>Meg to send Bek's signed letter to Andrew Broad.</b>                                                                         | <b>Meg</b> | <b>Wednesday 10 October</b>                                                                  |
|            | <b>Aidan:</b>                   | Nothing further to add                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                 |            |                                                                                              |
|            | <b>ThaBlay:</b>                 | Nothing Further to add                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                 |            |                                                                                              |



| No | Items              |                                                                                                                                                                                                                                                                                                                                                                                                    | Action                                                                                     | Who        | When                                                   |
|----|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|------------|--------------------------------------------------------|
|    | <b>Meg:</b>        | World vision- Global 6k for water- Meg proposed that the Hindmarsh Shire Youth Council may like to take part in the Walk 6k for water annual global event.<br>National Young Leaders Day- Consent forms will be sent to Youth Councillors prior to the end of this week. The first 6 signed consent forms that are returned will be the 6 youth councillors who attend National Young Leaders Day. | <b>Meg will email proposal to all Youth Councillors to read prior to next meeting.</b>     | <b>Meg</b> | <b>Tuesday 9 October</b>                               |
|    | <b>Jordy:</b>      | Nothing further to add                                                                                                                                                                                                                                                                                                                                                                             | <b>Consent forms for National Young Leaders Day to be emailed to all Youth councillors</b> | <b>Meg</b> | <b>Prior to the end of the week ending 12 October.</b> |
|    | <b>Nan Da San:</b> | Nothing further to add                                                                                                                                                                                                                                                                                                                                                                             |                                                                                            |            |                                                        |
|    | <b>Teo:</b>        | Nothing further to add                                                                                                                                                                                                                                                                                                                                                                             |                                                                                            |            |                                                        |
|    | <b>Nicholas:</b>   | Nothing further to add                                                                                                                                                                                                                                                                                                                                                                             |                                                                                            |            |                                                        |
|    | <b>Bridie:</b>     | Lights at Rainbow Skatepark. Although there is not currently funding for this to occur, the Youth Council could organise a night time skating event and hire lighting as a Freeza event.                                                                                                                                                                                                           | <b>Youth Councillors to organise night skate park event?</b>                               | <b>ALL</b> | <b>?</b>                                               |
|    | <b>Brodie:</b>     | Asked to be given a box of tourism brochures to hand around to local businesses. Tourism brochures are available from local businesses and the local tourism information centres.                                                                                                                                                                                                                  |                                                                                            |            |                                                        |
|    | <b>Elena:</b>      | Not present                                                                                                                                                                                                                                                                                                                                                                                        | <b>Meg to provide Brodie with a box of the tourism brochures</b>                           | <b>Meg</b> | <b>At next meeting</b>                                 |
|    | <b>Danni:</b>      | Nothing further to add                                                                                                                                                                                                                                                                                                                                                                             |                                                                                            |            |                                                        |
|    | <b>Kynan:</b>      | Travis Price Mural – Travis will be coming to Dimboola in October. Travis to provide Meg with concept design and costings                                                                                                                                                                                                                                                                          |                                                                                            |            |                                                        |

| No        | Items                                                                                                                                                                               |                                                                                                                                                                                   | Action | Who | When |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----|------|
|           |                                                                                                                                                                                     | and the signed letter of consent from shop owners to paint the mural on their shop wall. Meg to then write a council report asking for permission to create the street art piece. |        |     |      |
|           | <b>Correspondence IN:</b>                                                                                                                                                           |                                                                                                                                                                                   |        |     |      |
|           | <b>Correspondence OUT:</b>                                                                                                                                                          | <b>Meg to send Bek's letter RE: Youth Minister to Hon. Mr Andrew Broad.</b>                                                                                                       |        |     |      |
| <b>6.</b> | <b><u>Next Meeting</u></b><br>Monday 12 November, 2018, 4.30pm, Jeparit Town Hall.<br><br>Meetings will be held on the first Monday of every month, unless a public holiday occurs. |                                                                                                                                                                                   |        |     |      |
| <b>7.</b> | <b><u>Closure of Meeting</u></b><br>Meeting closed at 6:34pm                                                                                                                        |                                                                                                                                                                                   |        |     |      |

# MINUTES

## NHILL TOWN COMMITTEE

Monday 17<sup>th</sup> September 2018

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### 1. In Attendance

Bian McGenniken, Helen Ross, Lyn Schoolderman, David Borain, Helen Woodhouse-Herrick, Pauline McCracken, Shane Power, Cr. David Colbert

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### 2. Apologies

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### 3. Minutes

There were no minutes of the previous meeting as the meeting was cancelled due to lack of attendance

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### 4. Finance Report

The finance report was presented by Lyn with copies distributed to all members. Lyn proposed a motion that the finance report be accepted, seconded by Brian, all in favor, Passed.

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### 5. Correspondence

The correspondence for August was sent to all members by email. The correspondence for September was read at the meeting. Helen proposed that the correspondence be accepted by the meeting, seconded by Lyn, all in favor, passed.

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### 6. Business Arising

There was no business arising.

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### 7. New Business

#### 1. Planning for New Residents Function for 2019.

It was decided in discussion that the New Resident Function would be held on the second Friday of the Fiesta, February 8<sup>th</sup> 2019. As the system for the last Residents Function was so successful, it was decided to go ahead with the organising in the same manner. A letter box drop of leaflets, Town Posters and listing on the Town Committee Facebook Page and also the Fiesta Facebook page would be put in place at the appropriate time. Helen was requested to advise the Shire of the date and to ask that the message was put on all the platforms available to the Shire to spread the message wide. New residents will be offered free admission to the Fiesta for their family and a voucher for a complimentary Bar-B-Que meal at the Lions Bar-B-Que. The motion to proceed was made by Helen, seconded by Brian, all in favor, passed.

#### 2. Help to erect the Christmas Tree in the Rotunda.

Helen requested volunteers to assist in that task and was given assurance from several members to attend. The Christmas Tree will be erected on Saturday 1<sup>st</sup> December 2018.

#### 3. Helen gave a preliminary report on the Carol in the Park.

4. Helen reported the final cost of the refurbishment of the Street Christmas Decorations was \$4,972.00 incl GST. Advice will be forwarded to the Shire, as this amount is beyond our statutory limit for spending. Helen will pick the decoration up in early November to avoid transport costs. David Borain agreed to repair the broken pole brackets to save on the cost of new ones.

5. Ratification of 5 items decided in an email poll. (Listed in the agenda of the meeting) Helen requested a motion to ratify these items, seconded by Lyn, no objections, Passed.

6. Discussion on the change of date for the AGM.

This was discussed. All parties who would be involved in the AGM had agreed that the change was possible. A formal proposal to change the date was offered by Brian, seconded by Pauline. All in favor, passed.

7. Helen reported that the cost of replacement of the vandalized Christmas Lights from the Rotunda was \$117.36 incl GST. These had been ordered as the matter had been discussed in principle several months ago. The lights should arrive in mid October 2018.

8. Vicky the Truck.

This state government initiative had been suggested by Pauline as a possible attraction at the Fiesta. Helen emailed the organizers, but had not received a reply by the time of the meeting.

During the meeting Pauline advise that Cas's Coffee Cart was available for the Fiesta. Helen will follow up.

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#### 8. Meeting closure

Meeting closed at 9.15 p.m.

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#### 9. Next Meeting

Annual General Meeting and Normal Monthly meeting 22<sup>nd</sup> October, 2018. 7.30 p.m.

# MINUTES

## NHILL TOWN COMMITTEE

### Monday 22<sup>nd</sup> October 2018 – Annual General Meeting

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#### 1. In Attendance

Brian McGennicken, Helen Ross, Lyn Schoolderman, David Borain, Helen Woodhouse-Herrick, Pauline McCracken, Cr. David Colbert, Phil King

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#### 2. Apologies

None

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#### 3. Minutes

The Minutes of the AGM for 2017 were circulated. Brian proposed a motion that these minutes be accepted as read, seconded by Helen R. All in favor, motion passed.

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#### 4. Finance Report

The Finance Report for the Financial Year 2017/8 was presented by Lyn. She proposed that the Financial Report be accepted by the members, motion was seconded by Helen W-H, all in favor, motion passed.

The Finance report for the Fiesta was presented by Pauline. She proposed that the report be accepted by the members, seconded by Lyn, all in favor, motion passed.

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#### 5. Election of Office Bearers

Brian handed over yther Chairmanship of the meeting to Phil King who declared all positions vacant and open.

Helen R. Nominated Brian McGennicken as Chair, motion was seconded by David Borain. Brian accepted the nomination. A vote was taken with all present in agreement. Motion passed and position confirmed.

Brian resumed the Chair from Phil and thanked him for his assistance.

Lyn nominated Helen Ross as Secretary, seconded by Pauline, Helen accepted the nomination. A vote was taken, all present were in agreement. Motion passed and position confirmed.

Helen nominated David Borain as Treasurer, seconded by Pauline. A vote was taken, all present were in agreement. Motion passed and position confirmed.

Helen Ross nominated Helen Woodhouse – Herrick as ordinary member, seconded byLyn. All in favor, motion passed.

Brian McGennicken nominated Pauline McCracken as ordinary member, seconded byHelen R. All in favor, motion passed.

The Annual General Meeting of the Nhill Town Committee was then closed at 7.45 pm.

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#### 6. Next Meeting

The next AGM will be at a date to be decided in 2019.



# MINUTES

## NHILL TOWN COMMITTEE

### Monday 22<sup>nd</sup> October 2018

Meeting opened at 7.45 p.m.

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#### 1. In Attendance

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Brian McGennicken, Helen Ross, David Borain, Helen Woodhouse-Herrick, Pauline McCracken, Cr. David Colbert, Phil King, Lyn Schoolderman as a guest.

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#### 2. Apologies

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None

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#### 3. Minutes

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The Minutes of the previous meeting had been distributed by email. All members acknowledge receipt of these minutes and Brian proposed the the minutes be accepted as read. Seconded by Pauline, All in favor, Motion passed.

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#### 4. Finance Report

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Lyn Schoolderman, past Treasurer, distributed the financial statement for the past month to all members. Lyn proposed that this statement be accepted, motion was seconded by Helen R. All in favor, motion passed.

At this time Brian thanked Lyn for her tireless work as Treasurer for the Nhill Town Committee over several years. Helen R. presented Lyn with a bunch of flowers as a token of the thanks of the committee and members. We all wished her well in her new endeavors.

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#### 5. Correspondence

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Correspondence was listed in the Agenda and explained briefly by Helen R. Helen asked that the correspondence be accepted, seconded by Brian, All in favor, Motion passed.

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#### 6. Business Arising

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There was no business arising from the correspondence.

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#### 7. New Business

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1. Purchase of Lollies for the Carols in the Park. Helen proposed a motion for permission to purchase the confectionery for the gift lollies for the Children at the Carols, expected cost in the vicinity of \$130.00. This motion was seconded by Brian, All in favor, motion passed.

2. Ordering of Candles and Glo Sticks for Carol. Helen proposed that the Candles and Glo Sticks be ordered from Flamesafe, as in previous years. Cost will be declared at the next meeting, as we have a credit with Flamesafe to go against the purchase price. Motion was seconded by David, all in favor, motion passed.

3. Bud lights for Rotunda. Helen advise that the Bud Lights, purchased to replace the vandalised lights from the Rotunda had arrived and wereready to be erected. Account for the lights will be passed on to the Secretary.

4. Helen read a further report on the situation of the Carols in the Park.

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#### 8. Meeting closure

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Meeting closed at 8.20 p.m. Next meeting Monday 19<sup>th</sup> November 2018.

**Rainbow Town Committee AGM September 24<sup>th</sup> 2018 held at the Eureka Hotel @ 7.20 pm**

**Members Attending:** Bill Hutson, Michael Sullivan, Greg Roberts, Adrian Bennett, Peta Bennett, Ross Heinrich, Leonie Clarke, Leeanne Cox.

**Visiting:** Mayor Cr Ron Ismay, Deputy Mayor Cr Ron Lowe, Liaison Officer Wayne Schulze, Marie Heinrich, Jenny Solly, Ian Foggo, Murray Robinson,

**Chairperson Ross Heinrich declared meeting open**, with special welcome to council executives, visitors, RTC members and members of the public.

**Apologies:** Julie Mc Lean, Ben Gosling, Phillip Molesworth, Dianne Dickson, CEO Greg Wood, Shane Power, Monica Revell, Peter Solly, Don and Helen Fisher.

***Motion:** that the apologies be accepted.*

**Moved:** Leonie Clarke / Michael Sullivan – carried

***Motion:** that the minutes of the 2016-2017 AGM as circulated to members be taken as read and confirmed.*

**Moved:** Leeanne Cox / Greg Roberts – carried

**Treasurers Balance Sheet Report:**

**NB:** This Balance sheet incorporates both the main cheque account and the petty cash account.

***Motion:** Receive Treasures Balance Sheet / Report*

**Moved:** Adrian Bennett / Greg Roberts – carried

**Chairperson Report 2018: Ross Heinrich**

In opening my report I would like to acknowledge the importance of town committees as they provide a means of effective and efficient communication between Council and Community.

**Projects:**

- ) RTC successfully submitted a Community Grant application for a \$10,000 Master Plan for the Rainbow Caravan Park.
- ) Rainbow Town Entrance Structures are progressing but not completed yet but remain a work in progress
- ) Rainbow Town Committee conducted a very well attended New Residents BBQ on the 14<sup>th</sup> November 2017.

**I would like to take the opportunity to thank the following**

1. Treasurer Adrian Bennett who competently manages our finances.
  2. Secretary Bill Hutson who continues to keep us well informed.
  3. Managers of Rainbow 50's Cafe for managing our tourism brochure cabinets, display TV and Visitor information.
- ) Members of the Rainbow Town Committee for their support and efforts in attending to their duties for this last year.
  - ) Hindmarsh Shire Council for their continued support throughout the year.
  - ) Rainbow P 12 College HOL Students and their coordinators for their excellent work repainting Federal Street Fences & various Bollards around town recently.
  - ) I would like to especially thank Liaison Officer Wayne Schulze for his service, guidance and help through the year, it is very much appreciated by members of RTC

Finally I would like to take the opportunity to thank Ben Gosling for his tireless voluntary efforts in our website management, this is an ongoing work in progress and Ben Gosling has developed an outstanding result with his site design, providing immense benefit to local tourism and the Community of Rainbow.

**Motion:** that the Chairperson report be received

**Moved:** Bill Hutson / Michael Sullivan – carried

**Chairperson then declared:** all positions vacant and invited Mayor Cr Ron Ismay to officiate for the election of new office bearers and members.

**Election of Office bearers:**

Chairperson: Michael Sullivan nominated Bill Hutson – Declined.

**Chairperson:** Leanne Cox nominated Ross Heinrich—who accepted-declared elected.

**Secretary:** Greg Roberts nominated Bill Hutson – who accepted – declared elected.

**Treasurer:** Leanne Cox nominated Adrian Bennett – who accepted - declared elected.

Assistant Secretary: Greg Roberts nominated Leonie Clarke – who accepted – declared elected.

**Committee member nominations, selected from previous committee.**

- ) Greg Roberts
- ) Peta Bennett
- ) Michael Sullivan
- ) Julie McLean
- ) Leanne Cox

Call for further nominations from community / general public if interested in becoming a member of RTC

- ) Leanne Cox nominated Ian Foggo - who accepted

**Motion:** *that the names listed be recommended nominations for RTC membership.*

**Moved:** Adrian Bennet / Michael Sullivan – carried

Phillip Molesworth an apology indicated that he would stand for nomination but was going to be travelling extensively over the next year. Members decided in all fairness they would not nominate Phillip so that he could enjoy his travels.

**Retiring from Town Committee membership was:**

Dianne Dickson, Ben Gosling and Phillip Molesworth RTC.

**Retiring from Town Traders working Group was:**

Samantha and Andrew Schilling.

**Motion:** to write a letter of thanks to these retirees for their service to the Rainbow Town Committee.

**Moved:** Michael Sullivan / Leanne Cox - carried

***Bank Signatories:***

- ) Peta Bennett
- ) Bill Hutson
- ) Adrian Bennett
- ) Ross Heinrich

***Motion:*** that the above members be appointed as bank signatories, able to sign cheques which must be signed by any two signatories.

**Moved:** Leonie Clarke / Greg Roberts - carried

***Working Groups:*** currently under the Town Committee as follows –

***Traders Working Group:***

- ) Michael Parry
- ) Casey Stasinowsky
- ) Caroline Ampt – Cocks (main contact person)
- ) Amanda Sluggett
- ) Stuart Cocks
- ) ReneeClugston
- ) Ian Turner
- ) Jacinta Cocks
- ) Mark Cocks



Playground Working Group:

- ) Joanne Thomas, (main contact person)
- ) Caroline Ampt - Cocks
- ) Alison Ey
- ) Rebecca Bastin
- ) Tennile Gould

Rainbow Desert Enduro working Group:

Heather Davidson

Tony Clark

Simone Clark

Chris Zadow

Leonie Clarke

Julie Mc Lean

Bill Hutson

Dean Petschel

Russell Eckermann

Elissa Keller

Ronald Ismay

Graeme Nuske

Adrian Bennett

Don Pedder

**Motion:** *that the names recorded be approved to be on the Town Traders, Playground and Rainbow Desert Enduro Working Groups under the Rainbow Town Committee.*

**Moved:** Greg Roberts / Peta Bennett – carried

Mayor Cr Ron Ismay spoke stating he was very proud of the Rainbow Town Committee and he felt that we have a good healthy committee and a lot of things get done they are very committed to projects in our town, Mayor Cr Ron Ismay felt that the committee was very well run, he then handed over to the newly reelected Chairperson Ross Heinrich who thanked all for their attendance.

AGM 2018 Meeting closed @ 7.40 pm with the general meeting to follow.

5.

# RAINBOW TOWN COMMITTEE

## BALANCE SHEET

26/9/2017 - 24/9/2018

**NB:** This Balance sheet incorporates both the main cheque account and the petty cash account.

### INCOME

|                                                 |              |
|-------------------------------------------------|--------------|
| OPENING BALANCE                                 | \$ 22,298.63 |
| Admin Grant                                     | \$ 1,000.00  |
| Grants & Funding                                | \$ 10,000.00 |
| <i>\$6,500.00 HSC 17/18 Grant (unallocated)</i> |              |
| <i>\$500.00 HSC New Res Day</i>                 |              |
| <i>\$3000.00 HSC Town entrance grant</i>        |              |
| Rainbow Desert Enduro                           | \$ 9,519.40  |

\$ 42,818.03

### Bank & Petty Cash balance as of 24/9/2018

|                    |                     |
|--------------------|---------------------|
| Cheque Account     | \$ 34,512.14        |
| Petty Cash Account | \$ 23.90            |
| Total Balance      | <u>\$ 34,536.04</u> |

### EXPENDITURE

|                                     |             |
|-------------------------------------|-------------|
| Grants & Funding                    | \$ 3,042.29 |
| <i>\$2,600.00 Mens Shed Project</i> |             |
| <i>\$442.29 New Res Day</i>         |             |
| Rainbow Desert Enduro               | \$ 4,353.50 |
| PO Box Rent                         | \$ 127.00   |
| Dare Telecom (Web hosting)          | \$ 288.00   |
| Dare Telecom (Domain name)          | \$ 44.95    |
| HSC (Planning Permit)               | \$ 192.00   |
| Printing & Stationery               | \$ 154.25   |
| Rbw Civic Cent (Hall Rent)          | \$ 80.00    |

Closing Bank Balance \$ 34,536.04

\$ 42,818.03

Adrian Bennett

Treasurer  
Rainbow Town Committee

**RAINBOW TOWN COMMITTEE GENERAL MEETING MONDAY 24<sup>TH</sup> SEPTEMBER 2018**

Held at Eureka Hotel following Annual meeting start 7.41 pm

**Attendees:** Bill Hutson, Michael Sullivan, Greg Roberts, Adrian Bennett, Peta Bennett, Ross Heinrich, Leonie Clarke, Leeanne Cox.

**Visiting:** Mayor Cr Ron Ismay, Deputy Mayor Cr Ron Lowe, Liaison Officer Wayne Schulze, Marie Heinrich, Jenny Solly, Ian Foggo, Murray Robinson,

**Chairperson:** declares meeting open and welcome to all attending.

**Apologies:** Dianne Dickson, Ben Gosling, Shane Power, Monica Revell, Don & Helen Fisher, Peter Solly & Phillip Molesworth, CEO Greg Wood & Julie Mc Lean

*Declaration by members of any conflict of interest in any item of the agenda, either,*

- ) Direct; or
- ) Indirect interest of one of five types;
  1. a close association;
  2. an indirect financial interest;
  3. a conflicting duty;
  4. an applicable gift or
  5. a party to the matter in any term on the agenda
  6. An impact on residential amenity.

Chairman requests members declare any known conflicts of and/or pecuniary interests.

**Motion:** to adopt August circulated minutes as correct

**No Business arising** from last meeting:

**Moved:** Michael Sullivan / Leonie Clarke – carried

**Rainbow Town Committee**

**28/08/18 – 24/09/18**

**Treasures Report:** Adrian Bennett

|                        |                    |
|------------------------|--------------------|
| <b>Opening Balance</b> | <b>\$36,368.64</b> |
| <b>Income</b>          | <b>\$517.80</b>    |
| <b>Payments</b>        | <b>\$2,350.40</b>  |
| <b>Closing Balance</b> | <b>\$34,536.04</b> |

**Income**

Rainbow Desert Enduro \$517.80

**Payments**

Rainbow Desert Enduro \$2350.40

T Ismay \$95.65 Steel, fittings, pipe saddles & screws

S/hand water tank \$500.00

Fire wood \$200.00

Civic Centre rent \$100.00

Martion Rural \$1454.75 - Gal steel posts & 1 coil 7/90/30 fencing wire

## **Rainbow Town Committee Projects & Commitments**

**Day on the Lake \$816.75**

**Lawn \$802.75**

**Pella Project \$282.29**

**Grave Seat \$50.00**

**Open Spaces project \$422.37** (*reallocated to TV/Info Station*)

**Town Traders \$3,017.38**

**Historic Film Farming in the Mallee \$710.00** (Drought Response Funding)

**Rainbow Desert Enduro \$5,165.59**

**New Residence BBQ 2017 \$57.71**

**Hindmarsh Shire Grant: 2017 \$6,500.00** (Unallocated).

**Silo Art Trail \$7,400.00** (transferred from Pella Project)

**Town Entrance Project \$3000.00**

**Project funds \$28,224.84**

**Uncommitted funds \$6,310.89**

**Cheque Account \$34,512.14**

**Petty Cash Account \$23.90**

### **Accounts**

Grampians i-design \$495.00 from (Town Entrance Project)

TV when invoiced

Rainbow Desert Enduro

**Motion:** to receive Treasurers Report & pass RTC & EWG accounts for payment

**Moved:** Adrian Bennett / Michael Sullivan - carried

**Cr Report:** Mayor Cr Ron Ismay

- ) Pick a project results would be known next week.
- ) Will be meeting with new Vic roads regional manager of roads
- ) Passenger rail project still on going
- ) Money applied for road at back of lake funding
- ) Have applied for funding to widen the bridge at outlet creek

**Motion:** to receive Cr report.

**Moved:** Leonie Clarke / Michael Sullivan – carried

Leonie Clarke stated that it was very disappointing that pick my project was too complicated in particular for older or impaired people as we are an ageing population would have restricted votes

**Liaison Officer Report:** Wayne Schulz

- ) 7 Vacant positions were advertised with 90 applications, seven positions have been filled
- ) There was one internal position filled and six external positions filled
- ) 4 will work out of the Jeparit depot and three out of Nhill depot.
- ) One of the things council have done is they have created what they call a flying squad we will focus on for example when the Desert Enduro weekend is coming the flying squad will come to Rainbow and will help Alan with the extra work load. Council believe that the appearance to the entrance of their towns leaves a lasting memory to visitors, the flying squad will also work at rural culverts, street sweeping, tree trimming and line marking.

**Motion:** to receive Liaison Officer report.

**Moved:** Leeanne Cox / Peta Bennett – carried

**Inwards correspondence:**

- ) Email: from Rohan Fry re Scaled drawing for town entrance Structure rainbow section.
- ) Email: Email: re 9<sup>th</sup>& 10<sup>th</sup> October: Understanding Social Enterprise (fw)

**Outwards correspondence**

- ) Email: to Phil King advising of AGM Date for advertising purposes.
- ) Email: to Rohan Fry from Grampians I Designs Re Scale drawings for Town Entrance infrastructure.
- ) Made arrangements with Eureka Hotel for AGM
- ) Sent Letter: to Pam Newton re 100 years school reunion.
- ) Letter: to Samantha Schilling requesting names or alterations for Town Traders Working Group for AGM



- ) Letter: to Enduro Working Group requesting names for AGM also supplying some information regarding Section 86 regulations and possible solutions.
- ) Email: to Joanne Thomas requesting names or changes to Play Ground Working Group for AGM.

**Motion:** to receive inwards correspondence and endorse outward correspondence.

**Moved:** Adrian Bennett / Peta Bennett – carried.

### General Business

1. The chosen date for New Residents BBQ is Tuesday 13<sup>th</sup> November 2018 subject to venue availability.
2. **Murray Robinson:** attending AGM gave a run down on 100 years district secondary education to be held next year.
  - ) The first day, Friday the first of November 2019 will be the school fete and registration.
  - ) Saturday looking at BBQ breakfast and lunch a street party in Federal Street that night.
  - ) Sunday will be a BBQ breakfast and lunch.
  - ) Monday will be an open day for the school.
  - ) The committee have worked out based on when the ninetieth back to was held we would be looking at 12 – 15 hundred people that week end they estimate that the weekend should bring about a \$105, 000 to Rainbow.
  - ) Murray advised that they were not looking for funding as they have money left over from the last one and would be self-funded.
  - ) It was hoped that the Town Traders would become involved with this event particularly Saturday evening in Federal St as this year we have a surge in town traders working group membership.

**AI Disaster coming through again on Melbourne Cup day 2018:**

**Greg Roberts reported:** that AI disaster was going to take place on Melbourne Cup day 6<sup>th</sup> November 2018.

Display of motor bikes in king St they would like community groups to provide meals.

**As there was no further business Chairperson Ross Heinrich Closed meeting @ 8.14 pm**



**Yurunga Committee of Management – AGM**

**20 September 2018 Mecca Meeting Rooms 7.30pm**

**Present:** J Solly, G Nuske, K Fisher, D Saul, H Fisher, P Solly, R Ismay, J Woodward.

**Apologies:** B Huttson, D Fisher.

Moved D Saul, 2<sup>nd</sup> K Fisher C/D

**Previous Minutes:** Minutes of the previous AGM dated 21 September 2017 were accepted on the motion of K Fisher, 2<sup>nd</sup> H Fisher C/D

**Chairperson Report:** J Solly gave a detailed report of the years activities at Yurunga. At the conclusion she moved that her report be accepted. 2<sup>nd</sup> H Fisher C/D

**Treasurers Report:** K Fisher, Treasurer, reported that Yurunga's Income for the year 1.09.2017 – 31.08.2018 was \$12,860.38. Expenditure had been \$6,357.93, leaving a balance as of the 31.08.2018 \$6,502.38. The Treasurer moved that her report be accepted 2<sup>nd</sup> D Saul C/D

**Election of Office Bearers:** J Solly declared all positions vacant and called for nomination to take the Chair for the elections. G Nuske moved that R Ismay take the Chair, 2<sup>nd</sup> H Fisher C/D

- Chairperson. K Fisher nominated J Solly. Elected
- Secretary J Solly nominated G Nuske Declined.
- Treasurer D Saul nominated K Fisher Elected
- Committee:
- D Saul nominated G Nuske Elected
- K Fisher nominated D Saul Elected
- J Solly nominated H Fisher Elected

Meeting Closed 8.00pm

## Yurunga Committee of Management General Meeting

Mecca Meeting Room 20 September 2018 8.00pm

**Present:** J Solly, G Nuske, K Fisher, H Fisher, P Solly, J Woodward, D Saul, R Ismay

**Apologies:** B Hutson, D Fisher

Moved D Saul, 2<sup>nd</sup> K Fisher C/D

**Additional Items:** Jeparit Day Centre 18 October

Trade Tours, Mildura, Enquirey.

**Declaration by a Councillor, Officer or Committee Member of any direct or indirect interest in any item on the agenda** NONE

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

**Reports:** J Woodward gave a detailed report on tourism happening in and around the Shire

R Ismay also gave a report on recent activities he had undertaken on behalf of the Shire

- ) **Business Arising:**
- ) August 19: Kaylene, Dawn & Graham stored the window fly wire screens in the house until the exterior window painting is finished
- ) Simon has advised that we approach Council in March next year about having the fly wire screens painted using funds from our maintenance budget
- ) The skirting board moulding (grant works) is being made at Robert Sim Building Supplies in Ballarat. Installation by Trevor Dumesny will be covered by Council
- ) August 27: Trevor Dumesny visited prior to finalising his quote for installation of the moulding.
- ) The quote for the manufacture of the moulding is \$2,295.44 Inc GST (extra length). The last \$1,000 of grant money will go towards the cost
- ) August 26: The visit of Norman Cust's daughter & granddaughter, Bev & Emily Giddins, went well. Jenny & Peter met them
- ) August 30: The catering for Dodgshun Medlin at the Pigick fire station went well. Bbq for 54 ppl. Thanks to Kaylene & Jan for making coleslaw & Jan & Jenny on the day. A big thank you to the Lions Club & Don Fisher, who brought out the barbecue, cooked and cleaned everything up. We did not have to supply cold drinks, there is meat over for our garden day
- ) September 2: Graham noticed loose roofing iron on the Coach House & a split in the plastic wall. It was reported, but not yet fixed
- ) September 4: Jenny took the broken razor strop to Libby Lattanzio in Horsham. Libby will hand sew the perished stitching with linen thread & treat the leather for a special discount price of \$30
- ) September 5: Peter Solly did a temporary fix on the grass watering system & has a new battery holder to set up

- ) September 12: Murtoa Ladies' Day Out, 9 ladies & 2 carers, thanks Kaylene & Dawn
- ) September 14: Spirit Tours are expected, 16 ppl, Dawn & Jan to be on duty
- ) September 13: 100 visitor leaflets were printed using Alison Ey's updated design
- ) Our draft forms for donations & loans of property to Yurunga have been forwarded to Simon & Jeff for feedback
- ) September 18: Fire extinguishers were serviced

### **Correspondence:**

#### Correspondence In

##### (Emails)

- ) August 17: Shelley Gersch to Graham re AGM
- ) August 20: Brigitte Lambert to Graham re tour on November 4
- ) August 22: Simon to Jenny & Graham re quote for moulding (\$2,250.40)
- ) August 24: Simon to Jenny & Graham re Council will pay moulding shortfall, painting & installation
- ) August 27: Jeff Woodward to Graham re garden day on events calendar
- ) August 27: x2Shelley Gersch to Graham re AGM advertising & Jeff Woodward will be attending
- ) August 31: Simon to Jenny re moulding update
- ) Sept 3: Simon to Jenny re Coach House damage
- ) Sept 13: Simon to Jenny re moulding
- ) Sept 13: Simon to Jenny re draft forms to be handled by Jeff
- ) Sept 17: Jeff to Jenny & Graham re research request
- ) Sept 18: Jeff to Jenny re thanks
- ) Sept 18: Robert Sim to Jenny re moulding invoice
- ) Sept 18: Simon to Jenny re Coach House plans
- ) Sept 18: Elissa Keller to Jenny re death notice
- ) Sept 20: Simon to Jenny re acquittal of Heritage Victoria grant

#### Correspondence Out

##### (Emails)

- ) August 17: x3Graham to Taegan or Shelley re AGM
- ) July 4 & August 20: Graham to Brigitte Lambert re tour on November 4
- ) August 23: Jenny to Simon re moulding quote
- ) August 27: Graham to Jeff re garden day poster
- ) August 23 & 27: Graham to Shelley Gersch re AGM
- ) August 28: Jenny to Elissa Keller re photo & article on Cust family for The Argus
- ) Sept 3: x2Jenny to Simon re Coach House damage
- ) Sept 3: Jenny to Simon re mouldings
- ) Sept 13: x2Jenny to Simon & Garry Salt re grant & maintenance works, painting of windows & screens
- ) Sept 13: x2Jenny to Simon & Jeff re draft forms for donations & loans



- ) Thank you card Graham to Heather Davidson re Enduro stalls lighting
- ) Sept 17: Jenny to Diane Wall & Jeff re research request
- ) Sept 17: Jenny to Elissa Keller re death notice
- ) Sept 18: x2 Jenny to Simon re Coach House plans update
- ) Sept 18: Jenny to Simon re moulding invoice
- ) Sept 18: Jenny to Elissa re thanks
- ) Sept 20: Jenny to Simon re thanks
- ) Sept 20: Jenny to Council & Jeff re Minutes.

Correspondence was received on the motion of H Fisher 2<sup>nd</sup> D Saul C/D

**Financial:** K Fisher reported that our current financial position showed us with a current balance of \$6,502.93. K Fisher moved that this report be accepted. 2<sup>nd</sup> H Fisher C/D

**General Business:**

1: Razor Strap. J Solly reported to the meeting that she had taken the razor strap to Latanzio's in Horsham with a view of getting it repaired. She reported that Latanzio's had indicated a cost of \$30.00 to repair it. K Fisher moved that *"We employ Latanzio's to fix the Razor Strap for \$30.00."*  
2<sup>nd</sup> D Saul C/D

2: Safe Keeping of Documents: Discussion was held concerning where old minute books, receipts and statements should be stored for safe keeping. It was decided that a filing cabinet be obtained for such a purpose and be housed in the cupboard under the stairs in the Underground Dining Room. Graham offered a filing cabinet that his mother had. D Saul moved that *"We use Joan Nuskes filing cabinet as offered and that it be placed in the cupboard under the stairs in the underground dining room. And that a light be purchased from Ismays to be put in the cupboard"* 2<sup>nd</sup> K Fisher C/D

3: Garden Day – Saturday 20<sup>th</sup> September After discussion the follow was decided by the meeting. That we purchase 100 minute steaks, 10 loaves of bread. That Kaylene would do Coleslaw. Dawn would get plastic plates, salt & pepper. All would provide something towards afternoon tea.

4: Priority List: J Solly, Chairperson, asked if Committee members could make a priority list of projects that could be done. This would be addressed at the next meeting.

5: Tour November 4<sup>th</sup> 10.30am This would be addressed at the next General Meeting

6: Jeparit Day Centre: There would be 10-12 people at about 10.30am on October 18 for a tour of Yurunga.

Meeting Closed 8.50pm

## **Yurunga Committee of Management**

General Meeting Thursday, October 18, 2018. Yurunga dining room.

**Present:** Jenny Solly, Dawn Saul, Graham Nuske, Helen Fisher, Lou Ravenhorst.

**Visitors:** None.

Jenny asked for someone to take the minutes. Helen suggested Graham, the past Secretary. He declined so Helen offered to take the minutes.

**Apologies:** Mayor, Councillor Ron Ismay, Kaylene Fisher, Jeff Woodward, Peter Solly. Moved: Graham/ Seconded: Dawn.

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

- ) Lawn mowing for Garden Day and paper towels for toilets. Allan Roberts to be contacted.
- ) Scarifiers. Bruce Heinrich.
- ) Diane Hayden accident.

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

Minutes of previous meeting as circulated. Moved: Dawn/ Seconded: Graham

### **Business Arising:**

- ) Peter has set up a new battery holder for the watering system. It is working well
- ) October 1: Trevor & Doug Dumesny removed the termite damaged front door panel. They fitted a temporary panel. A strip of damaged timber above the window will be replaced
- ) October 15: Trevor refitted the repaired front door panel
- ) October 1: Heritage Victoria has officially acquitted the 2005/6 grant. They suggested Simon apply for more funding in Feb 2019. Simon will have the Coach House plans redrawn & apply for the Coach House restoration.
- ) The quote from Rohan Fry of Grampians i-design for redrawing the plans is \$800.00
- ) Thanks to Dawn & Fay for cleaning, Dawn & Graham for gardening
- ) Thanks very much to Jan for making & setting up the orchard signs
- ) October 12: Garry Salt has given Trevor purchase orders to replace the back door tread (\$660.00) & to fit the moulding over gaps in the house (last grant job)
- ) October 14: Di Haydon had a nasty fall during duty. Thanks Dawn for taking Di to outpatients & Graham for doing duty
- ) Thanks Helen for promoting garden day on ABC & writing an article
- ) Tours: October 9, Horsham Centre for Participation, 10 ppl, Jenny. Thanks Dawn & Graham for setting up  
October 10, Murrayville Men's Group, thanks Helen

- ) October 18, Jeparit Day Centre tour, Jenny the guide
- ) Local History Grant Program has opened for this year. Will reapply for our film project. Closes December 18

### **Correspondence In**

(Emails)

- ) Sept 21: Simon to Jenny re Local History Grants Program (reapply for film project?)
- ) Sept 25: Elissa Keller to Jenny re Chairperson's report
- ) Sept 26: Simon to Jenny re having Coach House plans revamped by Grampians i-design
- ) October 2: Simon to Jenny re acquittal of Creating Better Places grant 2005/6 by Heritage Victoria
- ) October 3&4: Simon to Jenny re purchase order to Grampians i-design for revamping CH plans
- ) Thank you card to Jenny from Bev Giddins (Norman Cust's daughter)
- ) October 9: Elissa Keller to Jenny re receipt for garden day advertisements
- ) October 12: Simon to Jenny re moulding ready for pickup
- ) October 12: Garry to Jenny re purchase orders for Trevor
- ) October 12: Trevor to Jenny re thanks
- ) October 17: Jeff Woodward to Jenny re apology
- ) October 17: Bernie Meehan to Graham re tour Nov 4
- ) October 17: Simon to Jenny re Di's accident report

### **Correspondence Out**

(Emails)

- ) Sept 25: x2 Jenny to Elissa re Chairperson's report
- ) Sept 26: Jenny to Simon re revamping Coach House plans & Local History Grants Program
- ) October 2: Jenny to Simon re formal acquittal of grant & applying for funding in Feb 2019
- ) October 3: Jenny to Simon re thanks
- ) October 8: Jenny to Garry Salt re update on termite panel removal & query about back door tread job
- ) October 9: Jenny to Elissa re Advertisement for Garden day
- ) October 12: Jenny to Simon re moulding pick up on Oct 22
- ) October 17: Jenny to Jeff re thanks
- ) October 17: Jenny to Garry re thanks & front door panel job done
- ) October 17: x2 Jenny to Simon re Di Haydon's accident report
- ) October 18: Jenny to Simon re Peter collecting moulding

Moved: Graham / Seconded: Dawn. Carried

### **Reports.**

Financial:

Bank balance as at 30<sup>th</sup> Sept. 2018. \$7261.55.

Credit:

Change Agronomy Day \$300

Door takings: \$10

) 5 quince paste

) 24 plum jam

) 11 plum sauce Total :\$157.70

Dodgshun: \$810

Murtoa Ladies Day: \$50

Spirit Tours: \$80

Postcard: \$1.50

Donations \$30

Door takings: \$40

Debit:

Helen Fisher Mugs \$118.50

IGA Rainbow \$48.49

T Ismay and Co. Garden bits. \$98. 39

Clugston Butchers \$337.10

Jenny Solly. Marge Wallis death notice. \$21

Rainbow Learning Group. Brochures \$77

Dodshun Medlin Lunch total cost: \$404.41

Moved: Graham/ Seconded: Dawn Carried

### **General Business.**

Diane Hayden fall. Jenny contacted the Shire and all necessary procedures followed up by Jenny. Simon will hand all information to the Risk Management Officer. Thank you to Dawn for helping Diane.

Mowing to be followed up with Allen by dawn and Graham as well as discussion of appropriate spraying.

Bruce Heinrich and his request to leave old machinery at Yurunga. Graham suggested north side. Discussion followed and a motion put. "It was decided to thank Bruce for the proposal but the Committee would decline at this time."

Moved: Dawn/ Seconded: Graham Carried

) Nominating new Committee members. Peter Solly and Lou Ravenhorst were put forward. Both wished to be nominated.

Lou Ravenhorst and Peter Solly to be nominated for the Committee.

Moved: Helen/ Seconded: Dawn. Carried. Jenny to inform Shire by letter.

Meeting night changes to be discussed at next meeting. Maybe 2<sup>nd</sup> Thursday of month.

) Moving a vote of thanks to retiring Committee members & Secretary  
Vote of thanks to retiring Committee members at this meeting as Chairperson not made aware of any changes to Committee or Office Bearers at Annual Meeting. Moved: Dawn /Seconded Helen. Carried  
Jenny to follow up with an official thank you on Yurunga cards.

) Confirming roles & responsibilities: eg volunteers' key & purse, Facebook, Sunday roster, catering co-ordinator, Secretary. Anything else?

- J Graham will continue key and purse and Facebook. Helen will do the roster again.  
Helen to coordinate and organize catering as suited to the booking.  
Secretary still to be appointed as Graham did not wish to continue.
- J Making a priority list for maintenance & restoration jobs. High, medium or low priority. How will they be funded? We need a system of programmed maintenance.  
Jenny reported Heritage money is now spent so further funding can now be applied for.  
eg Coach House, N&W verandah decking & roof, painting window fly wire screens & fascia boards, laundry/kitchen cracks, painting maid's room, repointing & tuckpointing red brick trims

Graham queried why all work had to be professionally done when Hands on Learning Students painted palings for fence with Committee supervision? It was explained this separate to the house, a new fence, not a restoration and under an Australia wide philanthropic program. Jenny suggested he take his issues with this to the Shire.

Fly screens. Medium to high priority. Simon suggested we wait until March and apply to Council

Laundry and Kitchen. High priority and we could apply to Heritage Victoria.

Coach House. High to very high. Apply for Heritage Victoria grant. Simon will apply in February for further money for Coach House.

Verandah is very high priority. Suggestion Committee may be able to help? Apply to Council or Heritage Victoria

Painting maid's room. Medium priority.

Painting fascia boards. Medium to high priority. Maintenance budget.

Repointing & tuckpointing red brick trims. Medium priority. Heritage Victoria grant.

- J Painting fly wire screens (Graham) Graham queried why fly screens were not in the quote for windows. Perhaps we could recommend to Shire which professionals we want for the restoration and maintenance of the house.
- J Filing cabinet & light (Graham) Under the stairs with the Coach House inventory.
- J Price for a possible lunch for a tentative booking in March, 2019, Trade Tours, Mildura, Gerard, 5022 7805, 30-40ppl.



Helen to follow up and check lunch details with minimum price \$20

- ) Garden Day Saturday. Collecting orders, setting up for lunch & arvo tea, selling maps, who is working where & when, food for arvo tea, all on deck at 2pm Coleslaw./  
All jobs sorted and organized around who was available.  
Dawn, Jenny and Helen back at house for afternoon tea.  
Jenny will write thank you cards to garden owners.
  
- ) Buying & fitting a whirligig ventilator for the shipping container  
Dawn now to follow up and collect from Ismays. It was suggested Rob Koning and Peter Solly may be approached to fit it.

**Bookings:**

- ) Thursday, October 25, Minyip Day Centre, 16 ladies & 2 carers, 10-10.30am arrival, bringing own morning tea, Wendy, 0447 829 361 -guides?
  
- ) Sunday, November 4, car group from Melbourne, 20 ppl, 10.30 arrival, we are providing morning tea @ \$10 each. Brigitte Lambert, 0431 262 704 -guides? -food?

Next meeting on Thursday, November 15, 2018

Please notify the Secretary or Chairperson of any agenda items 10 days before the meeting

Meeting Close: 9.30PM

# JEPARIT TOWN COMMITTEE

PO Box 25  
JEPARIT VIC 3423

Phone: 53 972 159 / 0429 183 234  
Email: jeparittc@hotmail.com

## AGM MINUTES OF MEETING HELD AT JEPARIT COMMUNITY ED GROUP ROOMS 8<sup>th</sup> October, 2018

|     |                                                          |                          |                        |                                     |                                                                                                                                                                                                                             |                                             |                                            |                            |
|-----|----------------------------------------------------------|--------------------------|------------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|--------------------------------------------|----------------------------|
| 1.0 | <b>Meeting Opened:</b>                                   |                          |                        |                                     | <b>7.34pm</b>                                                                                                                                                                                                               |                                             |                                            |                            |
| 1.1 | <b>Attendees Present:</b>                                |                          |                        |                                     | <input checked="" type="checkbox"/>                                                                                                                                                                                         | Jason Hutson (Pres)                         | <input checked="" type="checkbox"/>        | Rohan Viljoen (Sec)        |
|     | <b>Legend:</b>                                           |                          |                        |                                     | <input checked="" type="checkbox"/>                                                                                                                                                                                         | Cr Ron Ismay (HSC)                          | <input checked="" type="checkbox"/>        | Janette Fritsch (HSC)      |
|     | <b>(Pres)</b> President Jeparit Town Committee           |                          |                        |                                     | <input checked="" type="checkbox"/>                                                                                                                                                                                         | Teresa Smith (Tre)                          | <input checked="" type="checkbox"/>        | Wendy Werner (C)           |
|     | <b>(VPres)</b> Vice President Jeparit Town Committee     |                          |                        |                                     | <input checked="" type="checkbox"/>                                                                                                                                                                                         | Cheryl Quinn (C)                            | <input type="checkbox"/>                   | Duncan Colbron             |
|     | <b>(Sec)</b> Secretary Jeparit Town Committee            |                          |                        |                                     | <input type="checkbox"/>                                                                                                                                                                                                    | Graham Blair (C)                            | <input checked="" type="checkbox"/>        | Brett Ireland (VPres)      |
|     | <b>(Tre)</b> Treasurer Jeparit Town Committee            |                          |                        |                                     | <input type="checkbox"/>                                                                                                                                                                                                    | Tony Simpson                                | <input type="checkbox"/>                   | Daniel Haile-Michael (HSC) |
|     | <b>(ATre)</b> Assistant Treasurer Jeparit Town Committee |                          |                        |                                     | <input checked="" type="checkbox"/>                                                                                                                                                                                         | Trish Perkins (C)                           | <input checked="" type="checkbox"/>        | Mel Wagner (C)             |
|     | <b>(C)</b> General Jeparit Town Committee Member         |                          |                        |                                     | <input type="checkbox"/>                                                                                                                                                                                                    | Bryan Snowden                               | <input type="checkbox"/>                   | Shane Power (HSC)          |
|     | <b>(HSC)</b> Hindmarsh Shire Council Representative      |                          |                        |                                     | <input type="checkbox"/>                                                                                                                                                                                                    |                                             | <input type="checkbox"/>                   |                            |
| 1.2 | <b>Apologies Received:</b>                               |                          |                        |                                     | Rebecca Schultz, Graham Blair (C), Ron Lowe (HSC), Tony Simpson                                                                                                                                                             |                                             |                                            |                            |
| 1.3 | <b>Motion to Accept Apologies:</b>                       | <input type="checkbox"/> | <b>Motion Defeated</b> | <input checked="" type="checkbox"/> | <b>Motion Carried</b>                                                                                                                                                                                                       | <b>Moved:</b> Rohan Viljoen (Secretary) (C) | <b>Seconded:</b> Brett Ireland (VPres) (C) |                            |
| 2.0 | <b>Declaration of Pecuniary Interest:</b>                |                          |                        |                                     | <b>None declared</b>                                                                                                                                                                                                        |                                             |                                            |                            |
| 3.0 | <b>Minutes of Previous AGM 2017 Meeting:</b>             |                          |                        |                                     | <b>Notes:</b> Cheryl Quinn made note of corrections needed to Pg4 that <i>Teresa Smith was nominated as Treasurer (not secretary) and that Cheryl Quinn was nominated as Assistant Treasurer (not assistant secretary).</i> |                                             |                                            |                            |
| 3.1 | <b>Motion to Accept Minutes:</b>                         | <input type="checkbox"/> | <b>Motion Defeated</b> | <input checked="" type="checkbox"/> | <b>Motion Carried</b>                                                                                                                                                                                                       | <b>Moved:</b> Cheryl Quinn (C)              | <b>Seconded:</b> Brett Ireland (VPres) (C) |                            |
| 3.2 | <b>Business Arising from Previous AGM Minutes:</b>       |                          |                        |                                     | <b>Notes:</b> No business arising from previous AGM minutes                                                                                                                                                                 |                                             |                                            |                            |

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                          |                        |                                     |                                       |                                                                       |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------------|-------------------------------------|---------------------------------------|-----------------------------------------------------------------------|
| <b>4.0</b> | <b>Treasurers Report:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |                        |                                     | <b>Provided – Appended to minutes</b> |                                                                       |
| <b>4.1</b> | <b>Motion to Accept Treasurers Report:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <input type="checkbox"/> | <b>Motion Defeated</b> | <input checked="" type="checkbox"/> | <b>Motion Carried</b>                 | <b>Moved:</b> Teresa Smith (Tre) <b>Seconded:</b> Wendy Werner (C)    |
| <b>5.0</b> | <b>Presidents Report:</b><br><br><b>Chairpersons report for the 2017/2018 Provided</b><br><br><i>“Firstly, I would like to welcome everybody here tonight to the Jeparit Town Committee AGM for 2018. I would like to thank the JTC members for all their time and effort during the year attending meetings and also putting ideas up for our town, and a special mention to Rohan on his time and work as secretary this year, a job well done, also to Floss with her time as treasurer. Our year started off with the idea of celebrating the 180<sup>th</sup> year of Edward John Eyre’s discovery and naming of Lake Hindmarsh with Bands and other things organised before a fairly big hiccup putting a halt to our idea which was eventually postponed in February 2018. The Christmas lights competition was run again with great support from local businesses and plenty of lights lighting the streets of Jeparit. Australia Day was once again held in Menzies Square with fantastic attendance on a beautiful day enjoyed by all, bacon and eggs for breakfast with Marree Caldow as the Hindmarsh Shire ambassador. Our New Residents BBQ was held at the bowling club this year with our hosts giving everyone some bowling tips and a chance to roll a few balls down the green, a great night had by all who turned up. Also, the brickwork around our Broadway garden project has been started and only a few things to tidy up to be completed. Other projects currently being worked on, entrance signs which are underway hopefully being completed in the next financial year and also our river precinct area. I would like to welcome the Hindmarsh Shire Mayor councillor Ron Ismay to the Jeparit Town Committee and thanks for your reports each month and finally thankyou to Janette Fritsch for her time and contribution during the year. Regards; Jason Hutson, Jeparit Town Committee Chairperson.”</i> |                          |                        |                                     | <b>Provided by Jason Hutson</b>       |                                                                       |
| <b>5.1</b> | <b>Motion to Approve Presidents Report:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <input type="checkbox"/> | <b>Motion Defeated</b> | <input checked="" type="checkbox"/> | <b>Motion Carried</b>                 | <b>Moved:</b> Jason Hutson (Pres) <b>Seconded:</b> Teresa Smith (Tre) |

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>6.0</b></p> | <p><b>ALL POSITIONS DECLARED VACANT</b><br/> Councillor Ron Ismay took the chair for the election of Office Bearers for 2018-2019</p> <p><b>Call for Nominations:</b></p> <p><b>President:</b></p> <p>Jason Hutson was nominated for President.<br/> No other nominations were put forward.<br/> Jason Hutson accepted the nomination.</p> <p><b>Motion:</b><br/> That Jason Hutson, once accepting the position, be accepted as President.</p> <p><b>Motioned by:</b> Teresa Smith<br/> <b>Seconded by:</b> Ron Ismay<br/> <b>Motion Carried:</b> Yes</p> <p><b>Vice-President:</b></p> <p>Brett Ireland was nominated for Vice President.<br/> No other nominations were put forward.<br/> Brett Ireland accepted the nomination.</p> <p><b>Motion:</b><br/> That Brett Ireland, once accepting the position, be accepted as Vice President.</p> <p><b>Motioned by:</b> Rohan Viljoen<br/> <b>Seconded by:</b> Teresa Smith<br/> <b>Motion Carried:</b> Yes</p> | <p><b>Notes:</b></p> <p><b>Position &amp; Titles for 2018/2019</b></p> <p><b>President:</b> Jason Hutson<br/> <b>Vice President:</b> Brett Ireland<br/> <b>Secretary:</b> Rohan Viljoen<br/> <b>Treasurer:</b> Teresa Smith<br/> <b>Assistant Treasurer:</b> Cheryl Quinn (also to assist Rohan if needed as assistant secretary)</p> <p><b>General Member:</b> Wendy Werner<br/> <b>General Member:</b> Graham Blair<br/> <b>General Member:</b> Trish Perkins<br/> <b>General Member:</b> Mel Wagner</p> |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Secretary:**

Brett Ireland nominated Rohan Viljoen for Secretary.  
Rohan Viljoen advised happy to assist but unable/unsure of long-term commitment.  
Wendy Werner nominated Cheryl Quinn for Secretary  
Cheryl Quinn declined. Happy to support Rohan as assistant secretary.  
No other nominations were put forward.  
Rohan Viljoen accepted the nomination.

**Motion:**

That Rohan Viljoen, once accepting the position, be accepted as Secretary.

**Motioned by:** Brett Ireland  
**Seconded by:** Teresa Smith  
**Motion Carried:** Yes

**Treasurer:**

Teresa Smith was nominated for Treasurer.  
No other nominations were put forward.  
Teresa Smith accepted the nomination.

**Motion:**

That Teresa Smith, once accepting position, be accepted as Treasurer.

**Motioned by:** Cheryl Quinn  
**Seconded by:** Ron Ismay  
**Motion Carried:** Yes

**Assistant Treasurer:**

Cheryl Quinn was nominated for Assistant Treasurer.  
No other nominations were put forward.  
Cheryl Quinn accepted the nomination.



|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                        |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <p><b>Motion:</b><br/>That Cheryl Quinn, once accepting the position, be accepted as assistant Treasurer.</p> <p><b>Motioned by:</b> Teresa Smith<br/><b>Seconded by:</b> Ron Ismay<br/><b>Motion Carried:</b> Yes</p> <p><b>General Committee Members:</b></p> <p>The following General Committee Members were nominated to the General Committee</p> <p>Trish Perkins<br/>Mel Wagner<br/>Wendy Werner<br/>Graham Blair</p> <p><b>Motion:</b><br/>That the Nominated, once accepting the position, be accepted as General Committee Members.</p> <p><b>Motioned by:</b> Jason Hutson<br/><b>Seconded by:</b> Rohan Viljoen<br/><b>Motion Carried:</b> Yes</p> |                                                                                                                                                                                        |
| 7.0 | <p><b>Update of Committee:</b></p> <p>Letter to be sent to the Hindmarsh Shire Council Shire advising them of the newly elected Official Committee, and General Committee Members to be considered for approval.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p><b>Action: Rohan Viljoen (Secretary) (C)</b> to communicate names of Office Bearers and General Committee members to Hindmarsh Shire Council.</p> <p><b>Completed 9/11/2018</b></p> |

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                |
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|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                |
| <p><b>8.0</b></p> | <p><b>Signatories at the Bank</b></p> <p>Minutes of AGM to be provided to the bank, and all new signatories (Newly elected Committee) to sign bank forms, enabling them to sign cheques, Term Deposit forms and all relevant bank documentation.</p> <p><b>Motion:</b><br/>The nominated committee members of President, Secretary, Treasurer and Assistant Treasurer, be authorised to sign all relevant and related bank documentation, with two (2) signatories required for withdrawals pertaining to all Jeparit Town Committee bank accounts.</p> <p><b>Motioned by:</b> Brett Ireland<br/><b>Seconded by:</b> Jason Hutson<br/><b>Motion Carried:</b> Yes</p> | <p><b>Notes:</b></p> <p><b>Action:</b> Teresa Smith (Treasurer) (C) will arrange for any new signatories to sign the required forms at or before the November 2018 General Meeting of JTC.</p> |
| <p><b>9.0</b></p> | <p><b>Closure of 2018 AGM Meeting</b></p> <p>Time noted: 8.08 Pm</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                |

## JEPARIT TOWN COMMITTEE 2018 AGM TREASURERS REPORT Account Status 1/7/2017 - 30/6/2018

| <b>INCOME</b>                                            | <b>\$\$\$</b>      | <b>EXPENDITURE</b>                                            | <b>\$\$\$</b>      |
|----------------------------------------------------------|--------------------|---------------------------------------------------------------|--------------------|
| Shire Contribution                                       | \$7,500.00         | Shire Refund                                                  | \$300.00           |
| Shire New Residence Welcome                              | \$500.00           | A&P Society Donation                                          | \$150.00           |
| Excess Meat Sold                                         | \$94.00            | Plants Purchased                                              | \$250.00           |
| Shire Australia Day                                      | \$200.00           | Rainbow Butcher                                               | \$381.45           |
| Food Sold                                                | \$45.25            | Printing, Toner & Paper Supplies                              | \$417.00           |
| <b>Sub Total Income for period 1/7/2017 to 30/6/2018</b> | <b>\$8339.25</b>   | Bowling Club Hire & Drinks                                    | \$162.00           |
| <b>Balance in Account as of 1/7/2017</b>                 | <b>\$13,013.95</b> | Jeparit Supermarket                                           | \$168.71           |
| <b>TOTAL</b>                                             | <b>\$21,353.20</b> | Band Deposit                                                  | \$100.00           |
|                                                          |                    | Betta Electrical Horsham – Urn                                | \$89.95            |
|                                                          |                    | Christmas Light Competition                                   | \$210.00           |
|                                                          |                    | Christmas Light Competition                                   | \$50.00            |
|                                                          |                    | Band Payment                                                  | \$200.00           |
|                                                          |                    | Printing, Toner & Paper Supplies                              | \$359.00           |
|                                                          |                    | <b>Sub Total Expenditure for period 1/7/2017 to 30/6/2018</b> | <b>\$2,838.11</b>  |
| <b>TERM DEPOSIT</b>                                      | <b>\$17,811.83</b> | <b>Balance in Account as of 30/6/2018</b>                     | <b>\$18,515.09</b> |
| <b>COMMON FUND</b>                                       | <b>\$10,643.41</b> | <b>TOTAL</b>                                                  | <b>\$21,353.20</b> |