



**MINUTES OF THE COUNCIL MEETING OF THE HINDMARSH SHIRE COUNCIL
HELD 19 AUGUST 2020 AT THE NHILL MEMORIAL COMMUNITY CENTRE, 77-79
NELSON STREET, NHILL COMMENCING AT 3:00PM.**

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. Correspondence

7. Assembly of Councillors

7.1 Record of Assembly

8. Planning Permit Reports

8.1 Application for Planning Permit PA1673-2020 – Two Lot Subdivision in a Farming Zone at 200 E Judds Road, Yanac VIC 3418

8.2 Application for Planning Permit PA1671-2020 – Use for a Place of Assembly (Silos Viewing Area, Car Park and Access Track) – Albacutya Road Rainbow VIC 3424 (Crown Allotment 3M, Parish of Albacutya)

9. Reports Requiring a Decision

9.1 Governance Rules

9.2 Draft Public Transparency Policy

9.3 Councillor Expense Entitlements Policy

9.4 Conflict of Interest Policy

- 9.5 Section 86 Committee Transition
- 9.6 Delegations
- 9.7 Financial Report for the Period Ending 30 June 2020
- 9.8 Domestic Animal Management Plan 2017-2021 Annual Review
- 9.9 Planning Policy Framework Translation

10. Special Committees

- 10.1 COVID-19 Revitalization Reference Group Minutes

11. Late Reports

12. Urgent Business

13. Confidential Matters

- 13.1 Hardship Application
- 13.2 Contract No. 2020-2021-01 – Panel for the Provision of Town Planning and Associated Services
- 13.3 Chief Executive Officer Appraisal 2019/20

14. Meeting Closed

Present:

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

In Attendance:

Mr Greg Wood (Chief Executive Officer), Ms Monica Revell (Director Corporate and Community Services), Ms Angela Hoy (Director Infrastructure Services), Ms Shauna Johnson (Executive Assistant), Ms Helen Thomson (Manager Governance and Human Services), Mr Jeff Woodward (Tourism and Economic Officer).

1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER

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

2. APOLOGIES

No apologies.

3. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting held on Wednesday 15 July 2020 at the Nhill Memorial Community Centre, 77-79 Nelson Street Nhill as circulated to Councillors be taken as read and confirmed.

Moved: CRS T Schneider/R Ismay

That the Minutes of the Ordinary Council Meeting held on Wednesday 15 July 2020 at the Nhill Memorial Community Centre, 77-79 Nelson Street Nhill as circulated to Councillors be taken as read and confirmed.

CARRIED

Attachment: 1

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

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

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

5. PUBLIC QUESTION TIME

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

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

Question 1 – Alison Dahlenburg Nhill

Public Questions time, 24th June meeting minutes. The answer to Q 1, appears to be incorrect, and about “Hindmarsh Shire Council CEO Delegations (18th March)” rather than “Hindmarsh Shire Council Instrument of appointment and authorisation, (Planning and Environment ACT 1987)(13th May)”

Could Council please explain what Council Staff are permitted to do under this delegation, (According to May 13th council minutes this applies to staff members; Gagandeep Kaur, Greg Wood, Helen Thomson, Monica Revell and Peter Rudge)

A clear definition of the purpose of this delegation would be appreciated, and how it will be executed by staff.

Answer:

The question was misinterpreted due to the reference to the word delegation in the question. The report itself was a list of authorisations.

The late report authorised Council Officers to undertake administration and enforcement under the Planning and Environment Act 1987, which establishes a framework for planning the use, development and protection of land in Victoria.

The purpose of this authorisation is so that Authorised officers are able to investigate complaints regarding planning matters and institute proceedings for offences against the Act and Regulations.

6. CORRESPONDENCE

6.1 GENERAL CORRESPONDENCE

Responsible Officer: Chief Executive Officer

Attachment Numbers: 2 & 3

Introduction:

The following correspondence is tabled for noting by Council

Inwards:

- 30/07/2020 – Letter received from Dr Anne Webster Re: Letter to The Hon Alan Tudge
- 06/08/2020 – Letter received from the Hon Ben Morton MP on behalf of the Prime Minister Scott Morrison Re: Australian Government's Stimulus Packages
- 07/08/2020 – Letter received from Emma Kealy Re: Medical and Immigration Examination Testing
- 10/08/2020 – Letter to The Hon David Coleman MP from West Wimmera Health Service Re: Medical and Immigration Examination Testing in Victoria's Wimmera Region
- 10/08/2020 – Letter to Dr Anne Webster from West Wimmera Health Service Re: Medical and Immigration Examination Testing in Victoria's Wimmera Region

Outwards:

- 28/07/2020 – Letter to Wimmera Health Care Group Re: Medical and Immigration Examinations in Wimmera
- 28/07/2020 – Letter to Wimmera Development Association Re: Medical and Immigration Examinations in Wimmera
- 28/07/2020 – Letter to West Wimmera Health Service Re: Medical and Immigration Examinations in Wimmera
- 28/07/2020 – Letter to Nhill Neighbourhood House Re: Medical and Immigration Examinations in Wimmera
- 28/07/2020 – Letter to Luv-A-Duck Re: Medical and Immigration Examinations in Wimmera
- 28/07/2020 – Letter to The Hon David Coleman MP Re: Medical and Immigration Examinations in Wimmera
- 28/07/2020 – Letter to Dr Anne Webster MP Re: Medical and Immigration Examinations in Wimmera
- 28/07/2020 – Letter to Emma Kealy Re: Medical and Immigration Examinations in Wimmera
- 28/07/2020 – Letter of congratulations to the Wimmera Mail-Times

RECOMMENDATION:

That Council notes the attached correspondence.

MOVED: CRS R Lowe/D Colbert

That Council notes the attached correspondence.

CARRIED

Attachments: 2 & 3

7. ASSEMBLY OF COUNCILLORS

Responsible Officer: Chief Executive Officer

Attachment Number: 4

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 D Colbert/R Lowe

That Council accepts the Assembly of Councillors Record as presented.

CARRIED

Attachment: 4

8. PLANNING PERMITS

8.1 APPLICATION FOR PLANNING PERMIT PA1673-2020 – TWO LOT SUBDIVISION IN A FARMING ZONE AT 200 E JUDDS ROAD, YANAC VIC 3418

Responsible Officer:	Director Infrastructure Services
File:	Planning – Applications
Assessment:	163600
Applicant:	Chris Jarred
Owner:	Jarred Pty Ltd
Subject Land:	Lots 1 and 2 on Title Plan 005119K, 200 E Judds Rd Yanac
Proposal:	2 lot subdivision in the Farming Zone
Zoning & Overlays:	Farming Zone (FZ) No Overlays.
Attachment Number:	5 - Plan of Proposed Subdivision and aerial

Summary:

This report recommends that Council approve planning application PA1673-2020 to allow for a two lot subdivision at Lots 1 and 2 on Title Plan 005119K, 200 E Judds Road, Yanac, VIC 3418.

Background:

Planning permit application PA1673-2020 was lodged with Council on 24 July 2020 with payment made on 03 August 2020. The application was assessed on its Town Planning and Engineering merits and no further information was required from the applicant.

Proposal Details:

The application proposes a 2 lot subdivision of the land in order to excise the dwelling and sheds from the farmland.

Proposed Lot 1 has an area of 4.77ha and will contain the existing dwelling and sheds. Access to proposed Lot 1 will be taken from the existing crossover to E Judds Road to the south.

Proposed Lot 2 has an area of 124.7ha and will contain farmland used for cropping. A condition will be applied to the permit that access to proposed Lot 2 is to be taken from the all-weather road being E Judds Road to the south.

The applicant has advised that the proposed subdivision does not propose any new development and no vegetation will be removed to facilitate the proposed subdivision. All of the proposed lots will be serviced by existing infrastructure and utilities.

Requirement for Permit:

A planning permit is required under Clause 35.07-3 – Farming Zone of the Hindmarsh Planning Scheme to subdivide land. Each lot must be at least the area specified for the land in a schedule to this zone. If no area is specified, each lot must be at least 40 hectares.

A permit may be granted to create smaller lots if any of the following apply:

- The subdivision is to create a lot for an existing dwelling. The subdivision must be a two lot subdivision.
- The subdivision is the re-subdivision of existing lots and the number of lots is not increased.
- The subdivision is by a public authority or utility service provider to create a lot for a utility installation

Definitions:

Section 3 of the *Planning and Environment Act 1987* defines ‘subdivision’ as “*the division of the land into two or more parts which can be disposed of separately.*”

The term ‘Subdivision’ is not defined within the Hindmarsh Planning Scheme.

Restrictive Covenant or Section 173 Agreement:

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

Cultural Heritage Management Plan:

The proposal is exempt from requiring a Cultural Heritage Management Plan pursuant to the Aboriginal Heritage Regulations 2007, as the proposal is not within land affected by the Aboriginal Cultural Heritage Overlay.

Subject site & locality:

The subject site comprises Lots 1 and 2 on TP5119K also known as 200 E Judds Road, Yanac. The site has a total area of 129.47ha and is rectangular in shape with east and west boundaries each 2,011.60 metres and north and south boundaries each being 643.70 metres.

Lot 1 on TP5119K has an area of approximately 64.74ha and contains farmland used for cropping. Access to Lot 1/TP5119K is via K Judds Road to the north. Lot 1/TP5119K contains a small amount of scattered remnant native vegetation most of which is near the northern boundary.

Lot 2 on TP5119K has an area of approximately 64.74ha and contains farmland used for cropping as well as a dwelling and sheds. Access to Lot 2/TP5119K is taken from a crossover to E Judds Road to the south. Lot2/TP5119K contains a small amount of scattered remnant native vegetation most of which is surrounding the dwelling and sheds

The site abuts farmland zoned to the east and west, K Judds Road to the north and E Judds Road to the south. The area surrounding the site comprises land in the Farming Zone used for cropping interspersed with dwellings and farm sheds across each lot. The township of Yanac is located approximately 5.17km south of the subject site.

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 proposes a 2-lot subdivision of the land in order to excise the dwelling and sheds from the farmland and will not cause material detriment to any person or result in an unacceptable planning outcome. As such, the application was not advertised.

Referrals:

External Referrals/Notices Required by the Planning Scheme:

Section 66.01 Referrals: Not required. As a two-lot subdivision, the application is exempt from being referred to Referral Authorities.

Section 52 Notices: Not required.

Internal Referrals:

- Engineering: No objection, subject to one condition relating to access.
- Environmental Health: Not required.
- Building: Not required.
- Economic Development and Tourism: Not required.

Planning Assessment:

Planning Scheme Requirements:

Planning Policy Framework

Clause 11.01 - Victoria

Clause 11.01-1S - Settlement

Clause 11.01-1R - Settlement - Wimmera Southern Mallee

Clause 14.01 - Agriculture

Clause 14.01-1S - Protection of agricultural land

Clause 14.01-2S - Sustainable agricultural land use
Clause 14.01-2R - Agricultural productivity - Wimmera Southern Mallee
Clause 17.01-1S - Diversified economy

Local Planning Policy Framework

Clause 21 - Municipal Strategic Statement

Zoning Provisions

Clause 35.07 – Farming Zone

Overlay Provisions

None

Particular Provisions

None applicable.

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 65.02 of the Hindmarsh Planning Scheme – Approval of an application to Subdivide Land.

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

- The suitability of the land for subdivision.
- The existing use and possible future development of the land and nearby land.
- The availability of subdivided land in the locality, and the need for the creation of further lots.
- The effect of development on the use or development of other land which has a common means of drainage.
- The subdivision pattern having regard to the physical characteristics of the land including existing vegetation.
- The density of the proposed development. The area and dimensions of each lot in the subdivision.
- The layout of roads having regard to their function and relationship to existing roads.
- The movement of pedestrians and vehicles throughout the subdivision and the ease of access to all lots.

- The provision and location of reserves for public open space and other community facilities.
- The staging of the subdivision.
- The design and siting of buildings having regard to safety and the risk of spread of fire. The provision of off-street parking.
- The provision and location of common property.
- The functions of any body corporate.
- The availability and provision of utility services, including water, sewerage, drainage, electricity and gas. If the land is not sewered and no provision has been made for the land to be sewered, the capacity of the land to treat and retain all sewage and sullage within the boundaries of each lot.
- Whether, in relation to subdivision plans, native vegetation can be protected through subdivision and siting of open space areas.

This clause does not apply to a VicSmart application.

It is considered that the application complies with the relevant decision guidelines as outlined. The proposal is supportive of, and complies with the Planning Policy Framework, having regard to the benefit the proposal will cause regarding appropriate use (and future use) of the land for agriculture.

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.

Whilst Lot 1 creates a lot size less than 40ha, the requirements of Clause 35.07-3 have been met, in that:-

a permit may be granted to create smaller lots if any of the following apply:

- *The subdivision is to create a lot for an existing dwelling. The subdivision must be a two lot subdivision;*
- *The subdivision is the re-subdivision of existing lots and the number of lots is not increased.*

The applicant has justified the reasoning of the subdivision by:

The proposed 2-lot subdivision will excise the existing dwelling sheds from the farmland. The dwelling and sheds on proposed Lot 1 are considered surplus to the needs of the farming operation on proposed Lot 2.

It is considered that the application is consistent with relevant Decision Guidelines of the Farming Zone, in particular, it provides for the ongoing use of the land for agriculture.

Clause 35.07 – Farming Zone states that before deciding on an application, in addition to the decision guidelines in Clause 65 the Responsible Authority must consider, as appropriate (as outlined in detail within the Planning Scheme):

General Issues:

- *The State Planning Policy Framework and the Local Planning Policy.*
- *Framework, including the Municipal Strategic Statement and local planning policies.*
- *Any Regional Catchment Strategy and associated plan applying to the land.*
- *The capability of the land to accommodate the proposed use or development, including the disposal of effluent.*
- *How the use or development relates to sustainable land management.*
- *Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.*
- *How the use and development makes use of existing infrastructure and services.*

Planning response:

The proposal is considered to meet the applicable decision guidelines. The site can accommodate the proposed subdivision having regard to the size of the land, the layout of the proposed subdivision boundaries and the ability of the land to continue to be used for agriculture. The proposal will not impact on other forms of agriculture activities in the area.

Agricultural issues and the impacts from non-agricultural uses:

- *Whether the use or development will support and enhance agricultural production.*
- *Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.*
- *The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.*
- *The capacity of the site to sustain the agricultural use. The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.*
- *Any integrated land management plan prepared for the site.*

Planning response:

The proposal will not have any impact on the agricultural capability of the land and does not limit the operation and expansion of adjoining and nearby agriculture uses. An integrated land management plan does not need to be prepared for the site.

Environmental issues:

- *The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality.*
- *The impact of the use or development on the flora and fauna on the site and its surrounds.*

- *The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.*
- *The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation.*

Planning Response:

The proposal will not impact on the natural features of the site, or any adjoining sites. The proposal does not include the removal of any native vegetation. There will be no change to the physical features and resources of the area that would impact on soil and water quality.

Design and siting issues:

- *The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.*
- *The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.*
- *The impact on the character and appearance of the area or features of architectural, historic or scientific significance or of natural scenic beauty or importance.*
- *The location and design of existing and proposed infrastructure including roads, gas, water, drainage, telecommunications and sewerage facilities.*
- *Whether the use and development will require traffic management measures.*

Planning Response:

Not applicable. No buildings or works are proposed as part of this application.

Strategic, Statutory and Procedural Requirements:

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

Report to Council:

The Manager Contracts 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 24 July 2020. Payment was made on 3 August 2020. The report is being presented to Council at its meeting on the 19 August 2020 (16

statutory days). The statutory processing time requirements of *The Planning and Environment Act 1987* have 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: Angela Hoy, Director Infrastructure Services

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

Co-Author: Stephen Michael O'Brien, Consultant Town Planner.

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

Co-Author: Janette Fritsch, Manager Contracts and Development.

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

RECOMMENDATION:

That Council approves planning application PA1673-2020 to allow for a 2 lot subdivision at Lots 1 and 2 on Title Plan 005119K, 200 E Judds Road, Yanac VIC 3418 subject to the following conditions:

- 1. The formal plan of subdivision lodged with Council for certification must be in accordance with the endorsed plan and must not be modified except to comply with the statutory requirements or with the written consent of the Responsible Authority.***
- 2. 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.***
- 3. 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.***
- 4. 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 the Act.***

Engineering - Access

- 5. A new crossover is to be installed from E Judd's Rd to provide access to Lot 2. This crossover shall be constructed as per IDM-255 standard and at a***

location and of a size to the satisfaction of the Responsible Authority. The vehicle crossing must be constructed at the applicant's expense to provide ingress and egress to the site to the satisfaction of the Responsible Authority. A Consent for Works within Road Reserve is required prior to construction.

6. This permit will expire if:

- a. The plan of subdivision is not certified within three years of the date of this permit;***
- b. Is not completed within five years of the date of the certification of the plan of subdivision.***

The Responsible Authority may extend the permit if a request is made in writing before the permit expires or within six months afterwards.

MOVED: CRS D Colbert/R Lowe

That Council approves planning application PA1673-2020 to allow for a 2 lot subdivision at Lots 1 and 2 on Title Plan 005119K, 200 E Judds Road, Yanac VIC 3418 subject to the following conditions:

- 1. The formal plan of subdivision lodged with Council for certification must be in accordance with the endorsed plan and must not be modified except to comply with the statutory requirements or with the written consent of the Responsible Authority.***
- 2. 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.***
- 3. 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.***
- 4. 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 the Act.***

Engineering - Access

- 5. A new crossover is to be installed from E Judd's Rd to provide access to Lot 2. This crossover shall be constructed as per IDM-255 standard and at a location and of a size to the satisfaction of the Responsible Authority. The***

vehicle crossing must be constructed at the applicant's expense to provide ingress and egress to the site to the satisfaction of the Responsible Authority. A Consent for Works within Road Reserve is required prior to construction.

6. This permit will expire if:

- a. The plan of subdivision is not certified within three years of the date of this permit;***
- b. Is not completed within five years of the date of the certification of the plan of subdivision.***

The Responsible Authority may extend the permit if a request is made in writing before the permit expires or within six months afterwards.

CARRIED

Attachment: 5

8.2 APPLICATION FOR PLANNING PERMIT - PA1671-2020 – USE FOR A PLACE OF ASSEMBLY (SILOS VIEWING AREA, CAR PARK AND ACCESS TRACK) – ALBACUTYA ROAD RAINBOW VIC 3424 (CROWN ALLOTMENT 3M, PARISH OF ALBACUTYA)

Responsible Officer:	Director Infrastructure Services
File:	Planning – Applications
Assessment:	10602
Applicant:	Mr Jeff Woodward, Hindmarsh Shire Council
Owner:	A & T Gould Holdings Pty Ltd
Subject Land:	Albacutya Road Rainbow VIC 3424 (Crown Allotment 3M, Parish of Albacutya)
Proposal:	Use for a Place of Assembly (Silos viewing area, car park and access track)
Zoning & Overlays:	Farming Zone (FZ) No Overlays
Attachment Number:	6 – General Site Layout

Summary:

This report recommends that Council approve Planning Permit PA1671-2020 for the 'Use for a Place of Assembly (Silos viewing area, car park and access track)' on the subject land known as Albacutya Road Rainbow VIC 3424 (Crown Allotment 3M, Parish of Albacutya).

Background:

The site has previously been used as a grain bunker, which is currently unused.

Discussions have recently been held with the applicant about the planning permit requirements for the proposed Silos viewing area and car park to be constructed on the site.

Proposal Details:

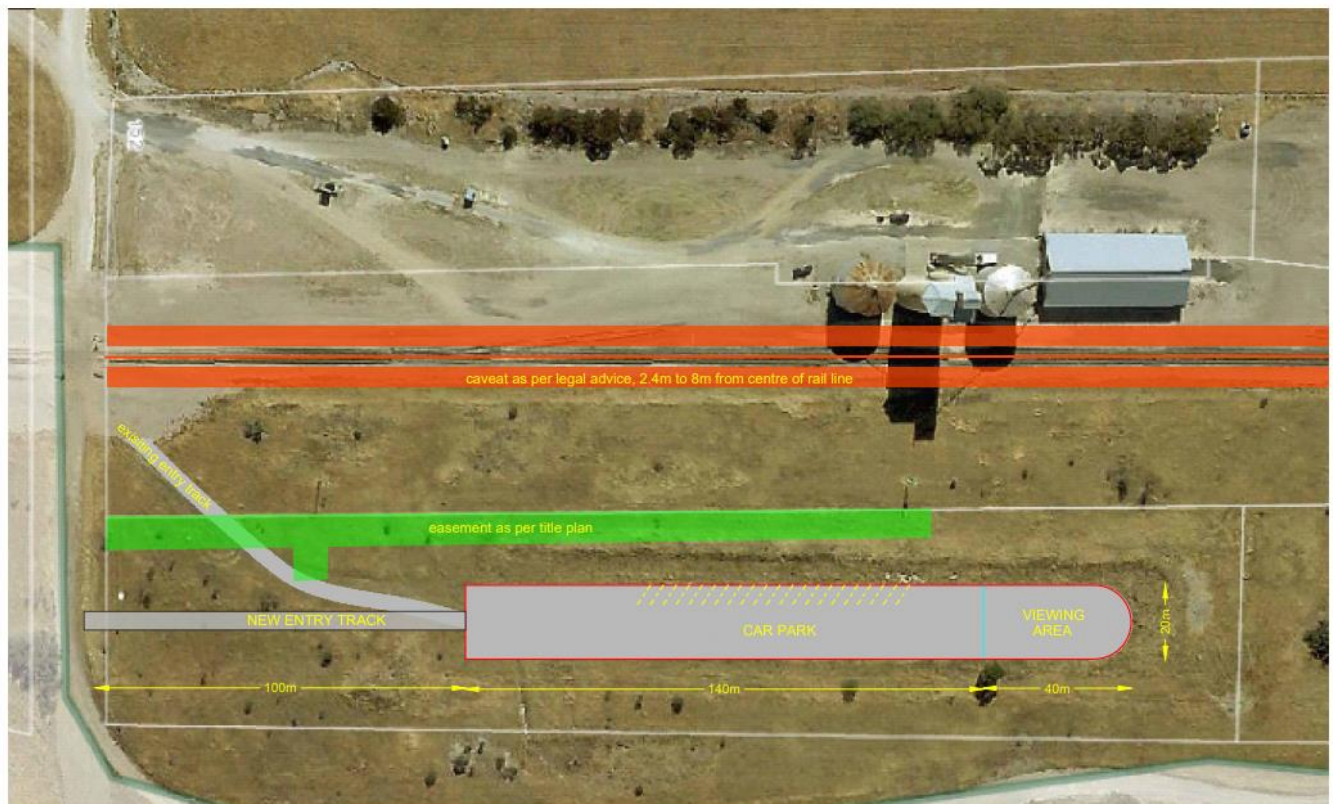
The proposal is for the Use for a Place of Assembly (Silos viewing area, car park and access track) on the site. The proposed use will enable visitors to the site to view the artwork to be painted on the Silos on the adjacent site as part of renowned 'Silos Art Trail' in the Region.

The site will be open 24 hours a day, but the proposed hours of operation to view the artwork will be during daylight hours. The viewing area and car park and the artwork on the adjacent Silos will not be illuminated. It is estimated that up to 20 people will be on site viewing the artwork on the adjacent Silos at any one time, with stays likely to average 20 minutes per visit. A minimum of six (6) car spaces will be provided on the site within the proposed car park. Access to the car park will be from a new entry point directly south of the site from Albacutya Road.

There are no toilet facilities proposed on site given there are toilet facilities within close driving distance at Lake Albacutya (5km) and Rainbow (10km). There will be signs and marketing material stating 'no toilet facilities at site' and direction signs to the closest toilet facilities.

The development part of the proposal for the construction of a viewing area, information signs and car park are exempt from a planning permit as discussed below.

Proposed site layout below:



Requirement for Permit:

A planning permit is required for the following:

- Use of the land for a Place of Assembly, which is a Section 2 Use (Permit required) pursuant to Clause 35.07-1 of the Farming Zone.

A planning permit is NOT required for the following:

- Buildings and works for this Section 2 Use under Clause 35.07-4 of the Farming Zone given that Clause 62.02-1 provides an exemption for:
 - Buildings or works with an estimated cost of \$1,000,000 or less carried out by or on behalf of a municipality.

Definitions:

Place of Assembly:

Land where people congregate for religious, spiritual or cultural activities, entertainment, or meetings.

Restrictive Covenant or Section 173 Agreement:

There is a Principal Agreement (Agreement) dated 4 October 1994 affecting the subject land being described as Crown Allotment 3M, Vol. 11843 / Fol. 857. The Agreement continues to apply to the Land as a consequence of the Deed of Novation that was entered into by the current owner A & T Gould Holdings Pty Ltd (Owner) following the purchase of the Land.

The subject site is burdened by a Restrictive Covenant AN855854M and an Easement AN855855K, which are the two Caveats on the title. The site is not affected by any Section 173 Agreement.

Council has obtained legal advice about the two Caveats on the title. The legal advice states that the works will not encroach within the 8.0m distance from the centreline of the track and that the Caveats place no limitations on the proposal.

The Covenant AN855854M restricts the owner to not use the land within 8.0 metres of the centreline of the adjacent rail track, other than for a purpose related to grain handling. In addition, the Owner must not make any improvement, alteration or addition:

- to any land between 2.4m and 8m from the centreline of a rail track;
- that will interfere with the operation of VicTrack solar panels; or
- that may obstruct or impede lines of sight at a grade crossing (noting that this only applies to a development over 1.2m).

The Easement AN855855K is generally 9.0m wide with an additional 9.0m width (18.0m wide in total) for a length of 9.0m, with a total length of 224.98m and extends along the western boundary.

It is noted that the site plan shows there are no works within the required distances from the centreline of the track. The applicant has also confirmed that the proposed viewing area, associated signs and car park will not exceed 1.2m above ground level.

The proposal is therefore consistent with the Restrictive Covenant as part of the Caveats on the title.

Cultural Heritage Management Plan (CHMP):

The north-west part of the subject land is affected by an Area of Aboriginal Cultural Heritage Sensitivity. The proposal is a high impact activity but is exempt from requiring a CHMP as the site has previously been significantly disturbed pursuant to the *Aboriginal Heritage Regulations 2018*.

Subject site & locality:

The subject site is located on the northern side of Albacutya Road, Rainbow. The site has an area of 1.912ha and contains an unused grain bunker and surrounding wire fences. There is currently an informal access track to the site from Albacutya Road to the south-west over the adjoining railway reserve.

The site adjoins the VicTrack rail reserve to the west which contains a single railway line. The existing Silos on which the artwork will be displayed are located to the west of the site on the western side of the VicTrack rail reserve. The adjoining land to the east is agricultural land which is situated within Yarriambiack Shire Council.

Site Photos below:

IMAGES OF EXISTING SITE CONDITION



Image 1: Western fence line (looking North)



Image 2: proposed viewing area

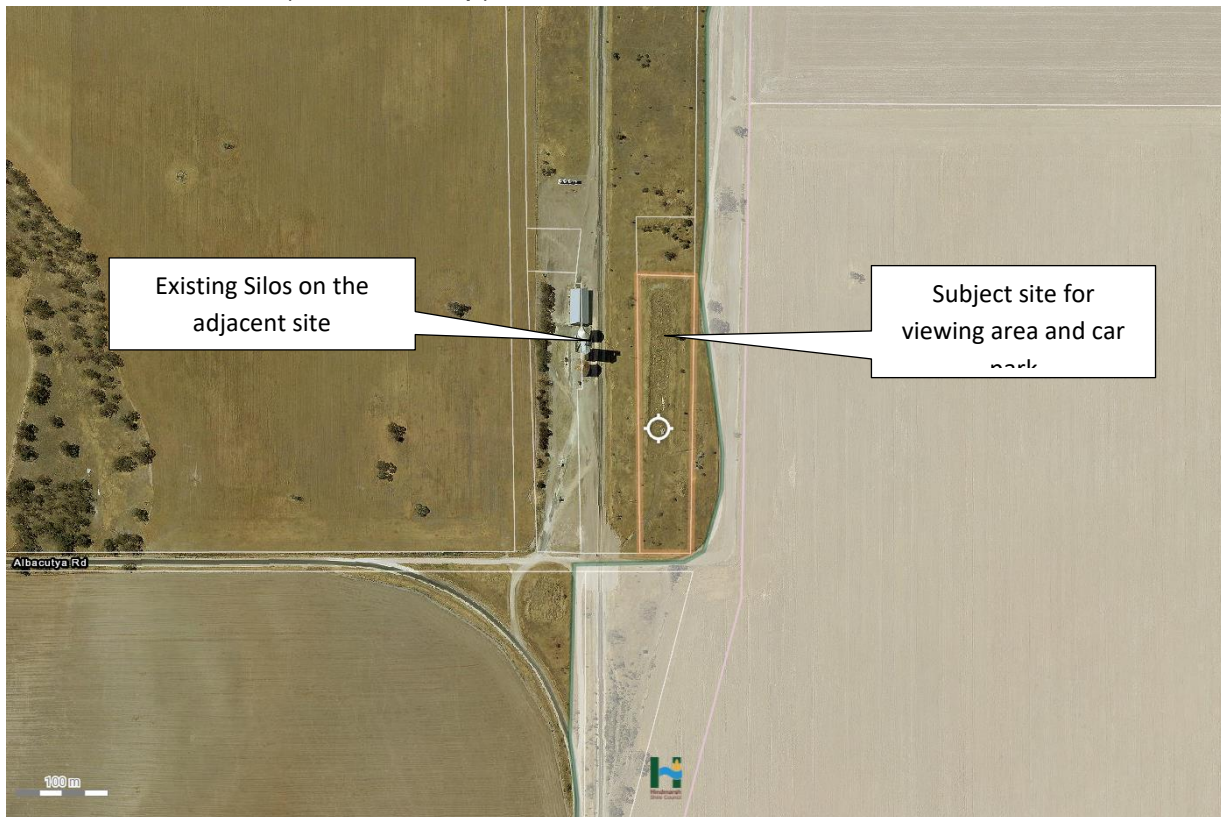


Image 3: bunker site looking South



Image 4: bunker site looking North

Aerial Photo below (POZI/VicMap):



Advertising

Section 52 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 was not advertised as it was determined that the proposal would not cause material detriment to any person.

Referrals:

External Referrals/Notices were not required by the Planning Scheme.

Internal Referrals were not required.

Planning Assessment:

Planning Scheme Requirements:

Planning Policy Framework

Clause 11.01 Victoria

Clause 11.01-1S Settlement

Clause 11.01-1R Settlement – Wimmera Southern Mallee

Clause 11.03-6S Regional and local places

Clause 12.05-2S Landscapes

Clause 13.07-1S Land use compatibility

Clause 14.01-1S Protection of agricultural land

Clause 17.01-1S Diversified economy

Clause 17.01-1R Diversified economy - Wimmera Southern Mallee

Clause 17.04-1S Facilitating tourism

Clause 17.04-1R Tourism - Wimmera Southern Mallee

Clause 18.02-4S Car parking

Clause 19.02-4S Social and cultural infrastructure

Clause 19.02-4R Social and cultural infrastructure - Wimmera Southern Mallee

Local Planning Policy Framework

Clause 21.01 Municipal Profile

Clause 21.02 Vision – Strategic Framework

Clause 21.03 Objectives – Strategies – Implementation

Clause 21.03-2 Economic Development

Objective

To support economic growth through both the retention and development of agricultural activities and through the development of new activities which are economically, environmentally and socially sustainable.

Strategies (relevant to application)

To encourage new and existing economic and industrial activity in the Shire.

To promote tourism throughout the Shire.

To attract both visitors and permanent residents to the Shire, to widen its economic base and increase employment opportunities.

Clause 21.03-3 Agriculture

Clause 21.03-4 Environment

Clause 22.02 Fire Protection

Zoning Provisions

Clause 35.07 Farming Zone

35.07-1 Table of uses

Section 2 – Permit required - Place of Assembly

35.07-4 Buildings and works

A permit is required to construct or carry out building or works associated with a use in Section 2 of Clause 35.07-1. However, Clause 62.02-1 provides an exemption to this permit trigger as discussed below.

35.07-6 Decision Guidelines

Before deciding on an application to use land, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate, matters under the following relevant headings:

- General issues.
- Agricultural issues.
- Environmental issues.
- Design and siting issues.

Particular Provisions

Clause 52.05 Signs

52.05-1 Application

This clause applies to the development of land for signs.

Planning Response:

The development of signs on the viewing area to provide information about the artwork on the adjacent Silos is exempt from a planning permit as it is included in the exemption under Clause 62.02-1 for buildings and works under \$1M for a municipality.

Clause 52.06 Car Parking

52.06-5 Number of carparking spaces required under Table 1

Table 1 of this clause sets out the car parking requirement that applies to a use listed in the Table.

Table 1: Carparking requirement

Place of Assembly – 0.3 car spaces to each patron permitted

Planning Response:

The estimated maximum of 20 people on site at any given time will generate a requirement for six (6) car spaces to be provided on the site.

The site plan submitted shows there is ample space within the proposed car park for at least 20 car spaces.

General Provisions

Clause 62 General Exemptions

Clause 62.02 Buildings and Works

62.02-1 Buildings and works not requiring a permit

Any requirement in this scheme relating to the construction of a building or the construction or carrying out of works, other than a requirement in the Public Conservation and Resource Zone, does not apply to:

- Buildings or works with an estimated cost of \$1,000,000 or less carried out by or on behalf of a municipality.

Clause 65 - Decision Guidelines

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.

Clause 65.01– 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 Municipal Planning Strategy and the Planning Policy Framework.
- 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 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.

Planning Response:

The proposal will comply with the relevant provisions of the Planning Policy Framework and Local Planning Policy Framework and the Farming Zone. The proposed use will not detract from the amenity of the area and will facilitate the orderly planning of the area. The proposed use will not affect the quality of the land and any stormwater from the viewing area and car park will be contained on site. There are unlikely to be any flood and erosion hazards and measures will be taken to minimise fire hazards. The new access point from Albacutya Road will provide direct vehicle access to the site and will not have any traffic flow and road safety impacts.

Discussion:

Planning Policy Framework and the Local Planning Policy Framework

The proposed Place of Assembly will comply with the Planning Policy Framework and Local Planning Policy Framework, particularly in regard to the relevant planning policies about encouraging tourism opportunities and economic development.

The provision of a viewing area, car park and new access track will encourage visitors to the area to see the artwork on the Albacutya Silos and to potentially visit other local attractions including Lake Albacutya.

The proposed use is consistent with relevant planning policies of the Hindmarsh Planning Scheme.

Clause 35.07 Farming Zone

The proposal has been assessed against the relevant decision guidelines of Clause 35.07-6 of the Farming Zone as detailed below:

General issues

- The proposal will comply with the Municipal Planning Strategy and the Planning Policy Framework as discussed above.
- The subject land can readily accommodate the proposed use and associated development. Given the existing grain bunker on the site is currently unused, the proposal will not affect sustainable land management.
- The site is suitable for the use and associated development and will be compatible with adjoining and nearby land uses.
- The proposal will utilise a new access point from Albacutya Road.

Agricultural issues

- The existing grain bunker is currently unused, so there will be no loss of agricultural productivity on the land.

- If the site is required to be reused as a grain bunker by the owner at some stage in the future, further negotiations with the owner will need to be done by Council.
- The proposal will not adversely impact upon the continued agricultural viability of the adjoining land.

Environmental issues

- The proposal will not adversely impact on the natural physical features and resources of the area.
- The proposal will not adversely impact on the flora and fauna on the surrounding land as no native vegetation is to be removed.
- The proposal will not adversely impact on the biodiversity of the area.

Design and siting issues

- The viewing area and car park will be in a central area on the site with a new access track constructed from the Council managed Albacutya Road to the south. The proposal will not have any adverse impacts on surrounding agricultural uses or cause any loss of productive agricultural land.
- The proposal will not have adverse impacts on the natural environment.
- The proposal will not affect the character and appearance of the area.
- The new vehicle access point from Albacutya Road will provide direct vehicle access to the car park on the site.
- The proposal will not require any traffic management measures.

The proposal will therefore comply with the relevant decision guidelines of the zone.

Clause 52.06 Car Parking

The proposed car park will provide sufficient space for the minimum of six (6) car spaces required for the use based on a maximum of 20 patrons visiting the site. The site plan shows the ability to provide at least 20 car spaces, thus the site can realistically accommodate up to 66 patrons on the site if the popularity of this proposed tourist attraction increases.

There will be adequate provision of car parking to accommodate the likely demand from visitors to the site and to comply with this Clause.

Strategic, Statutory and Procedural Requirements:

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

Report to Council:

The Manager of Contracts 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 24 July 2020.
- Further information was requested on 4 August 2020 and the additional information including a site plan was received on 5 August 2020.
- The report is being presented to Council at its meeting on the 19 August 2020 (15 statutory days).
- The statutory processing time requirements of the *Planning and Environment Act 1987* have 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: Angela Hoy, Director Infrastructure Services

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

Author: Bernadine Pringle, Consultant Town Planner, on behalf of Janette Fritsch, Manager Contracts and Development.

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

RECOMMENDATION:

That Council approves planning application PA1671-2020 for a Planning Permit to be issued for Use for a Place of Assembly (Silos viewing area and car park) on the subject land known as Albacutya Road, Rainbow VIC 3424 (Crown Allotment 3M, Parish of Albacutya), subject to the following conditions:

Endorsed Plans

1. ***The use as shown on the endorsed plans must 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.***

Car Parking and Access

2. ***Adequate provision of car parking for patrons must be provided on the site and must be maintained to the satisfaction of the Responsible Authority.***
3. ***The internal access road must be maintained to the satisfaction of the Responsible Authority.***

Amenity of the area

4. ***The use 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 building, 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;***
 - (e) ***others as appropriate.***

5. ***The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area to the satisfaction of the Responsible Authority.***

Stormwater

6. ***Any stormwater must be contained on site to the satisfaction of the Responsible Authority.***

Permit Expiry

7. ***The use approved by this permit will expire if the following circumstance applies:***
 - (a) ***The use is not started within two years of the date of this permit.***
 - (b) ***The use is discontinued for a period of more than two years.***

CARRIED: CRS R Ismay/R Lowe

That Council approves planning application PA1671-2020 for a Planning Permit to be issued for Use for a Place of Assembly (Silos viewing area and car park) on the subject land known as Albacutya Road, Rainbow VIC 3424 (Crown Allotment 3M, Parish of Albacutya), subject to the following conditions:

Endorsed Plans

1. ***The use as shown on the endorsed plans must 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.***

Car Parking and Access

2. ***Adequate provision of car parking for patrons must be provided on the site and must be maintained to the satisfaction of the Responsible Authority.***

- 3. The internal access road must be maintained to the satisfaction of the Responsible Authority.**

Amenity of the area

- 4. The use 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 building, 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;**
 - (e) others as appropriate.**
- 5. The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area to the satisfaction of the Responsible Authority.**

Stormwater

- 6. Any stormwater must be contained on site to the satisfaction of the Responsible Authority.**

Permit Expiry

- 7. The use approved by this permit will expire if the following circumstance applies:**
- (a) The use is not started within two years of the date of this permit.**
 - (b) The use is discontinued for a period of more than two years.**

CARRIED

Attachment: 6

9. REPORTS REQUIRING A DECISION

9.1 GOVERNANCE RULES

Responsible Officer: Director Corporate & Community Services

Attachment Number: 7

Introduction:

This report seeks Council adoption of the Governance Rules.

Discussion:

Under Section 60 of the Local Government Act 2020 (**Act**), Council is required to adopt and maintain Governance Rules by 1 September 2020.

Section 60 of the Act requires that a Council maintains Governance Rules with respect to the following:

- the conduct of Council meetings;
- the conduct of meetings of delegated committees;
- the form and availability of meeting records;
- the election of Mayor and Deputy Mayor;
- the appointment of an Acting Mayor;
- an election period policy in accordance with section 69 of the Act;
- the procedures for the disclosure of a conflict of interest by a Councillor or a member of a delegated committee under section 130 of the Act;
- the procedure for the disclosure of a conflict of interest by a Councillor under section 131;
- the disclosure of a conflict of interest by a member of Council staff when providing information in respect of a matter within the meaning of section 126 of the Act; and
- any other matter prescribed by the regulations.

Section 60 also provides that the Governance Rules are also required to provide for Council to consider and make decisions on any matter fairly and on the merits and institute decisions making processes to ensure that any person whose rights will be directly affected by a decision of the Council is entitled to communicate their views and have their interests considered.

The draft Governance Rules and Election Period Policy were brought to Council on 15 July 2020 for consideration before being made publically available for submissions from the Hindmarsh Community as is required by s60(4) of the Act. Council received no submissions from the public. Two Councillors provided feedback to the draft Governance Rules.

Councillor Schneider provided the following feedback:

	OFFICER RESPONSE
Clause 15: no 'd' needed on change	Clause 15 has been amended to reflect this suggestion.
Clause 20(1): has a reference error	Cross referencing error has been removed
Clause 49: should probably say "The provisions of clauses under Part 6 of the Act apply....."	The reference to Part 6 is reference to Part 6 of the Governance Rules. I have removed the word 'clauses' as it was a typographical error.
Clause 51(1) should probably now say "These Rules" instead of "This procedure"	Clause 51(1) has been amended to reflect this suggestion.
Clause 103(1): no 'd' needed on demonstrated	Clause 103(1) has been updated to reflect this suggestion.
Clause 104(7): no 's' needed on motions	Clause 104(7) has been updated to reflect this suggestion.
Clause 16 Special Meetings (provided 'sufficient time' has been provided to give 'reasonable' notice). These are very broad terms that can be arbitrarily interpreted, likely to expose a CEO to claims of political manoeuvring. I think they should be more specific.)	Council Officers recommend that this clause remains flexible as there may be urgent matters that need to be dealt with in a short time frame. Placing a time limitation on this clause may place Council in a precarious position where a decision needs to be made expeditiously.
Clause 17(1)(a) Notice of Meeting/Agenda for an Ordinary Meeting (48 hours minimum is too little, doesn't leave a Councillor sufficient time to prepare or have discussions with officers or other Councillors. Cr Nelson raised this previously and it was discussed at a meeting, but on reflection I agree now more fully with view. If Councillors are to exercise our responsibilities appropriately, two days' notice isn't enough to prepare properly.)	Council Officers recommend that this clause remains at 48 hours' notice. Current practice is to try and provide at least one weeks' notice. However, sometimes there isn't the opportunity to give one weeks' notice. If more than 48 hours is mandated then it is likely to lead to more late reports or reports unnecessarily held over.
Clause 19 Postponement of meeting for an Emergency (it's unreasonable for the the CEO to have that power for themselves, to cancel a meeting. In my view it should only be a power available after consultation with the Mayor, especially now that the Act specifically provides that the CEO must consult with the Mayor on the agenda.)	Clause 19 has been amended to include a requirement to consult with the Mayor before postponing a meeting due to an emergency.
Clause 39: an agenda item needs to be included for Addresses to Council. A person may wish to speak to Council on an issue, which is a different thing to asking a question, which is provided for	This change is not recommended by Council Officers. People who wish to address Council can do so in Briefing or may pose a question or

<p><i>under Clause 93. In fact, Clause 93(1) refers to the allocation of time for any member of the community to address the Council, then refers and deals with questions as a separate matter in 93(3)-(10), so that clause acknowledges that addressing the council and questions are two different things, so the agenda needs to reflect that.</i></p>	<p>make a submission during public question and submission time. Clause 93 has been amended to refer to Public Question or Submission Time so that a member of the public can make a submission to Council without asking a question. Council Officer recommend that the requirement to ask the question or make the submission in writing prior to the Council Meeting remains in the Governance Rules to ensure that Council Officers and Councillors are in a position to answer the question fully, this would make for a more efficient and effective public participation in Council Meetings. The number of questions is now limited to 2 questions and 1 general submission per person per meeting</p>
<p><i>In clause 93 I believe it should clearly state what might occur if, having asked a question of council, but a person hasn't physically been at the meeting to clarify any concerns at the time (eg. their question has been misunderstood), what course of action they should take to follow up if they would like.</i></p>	<p>Clause 93 has been amended to include (11) which reads: If a person who asked a question or made a submission is not satisfied with the answer given, they may follow the question up with the relevant Council Officer by emailing info@hindmarsh.vic.gov.au</p>
<p><i>I believe clause 80 Procedural Motions should make some reference to clauses 81 and 82 which follow, because if you read clause 80 on its own and without such references then the logical question is "what is a procedural motion"?</i></p>	<p>Clause 81 and 82 of the Governance Rules are not specific to motions procedural. The clauses have been re-ordered with Procedural Motions coming at the end of Part 8 Division 4 to make that clearer. The end of Part 8 Division 4 now reads: 80 – The Closure, 81 – Adjourning the Debate and 81 – Procedural Motions. Procedural motion is defined in clause 9. Council Officers have updated the definition to be clearer. The definition previously read 'procedural motion means a motion which relates to a procedural matter only and which is not designed to produce any substantive result but used merely as a formal procedural measure'. The definition now reads as 'procedural motion means a motion dealing with the conduct of the Meeting as referred to in clause 82'.</p>
<p><i>Clause 82 Adjourning the Debate should say what happens if the motion is lost, as clause 81(2)(c) does.</i></p>	<p>Amended clause 82 to include same provision as clause 81(2)(c).</p>

<p><i>Clause 92: The heading is ‘Urgent and Other Business’. If the final version of the rules end up only allowing Urgent Business (and I’m speaking against that, with others, separately), then this heading would only need to be ‘Urgent Business’, because there wouldn’t be scope to bring up ‘Other Business’ at the meeting</i></p>	<p>Heading of clause 92 has been updated to remove reference to ‘other business’. Council Officers recommend that Councillors are able to raise matters of general business through the notice of motion provision, anything that misses the notice of motion deadline can be raised through the urgent business provision. Raising items of general business through the notice of motion provision allows it to be published on the Council Meeting Agenda for the Community to see. This in turn ensures Council is being transparent with its decision making process and meeting Council’s obligations under s58 (a) of the Act which requires Council to ensure that decision making processes are transparent to the municipal community.</p>
<p><i>Clause 92(3)(i): I’m speaking with others about (against) the restriction on spending more than \$2,000 in Urgent Business.</i></p>	<p>Council Officers recommend that the restriction on spending more than \$2,000.00 is maintained because good governance requires advice from Officers via a report for significant expenditure.</p>
<p><i>In relation to clause 36, my view is that the initialing of all pages of the page-numbered minutes by the Mayor is a very good practice, ensuring that pages can’t be later swapped or changed. This was common local government practice in the past and protected the integrity of the documents.</i></p>	<p>Council Officers recommend that the requirement of the Mayor to initial every page of Council Meeting Minutes is not included in the Governance Rules due to the administrative burden it places on Council Officers, the difficulty in ensuring that the Mayor is able to initial the pages in person particularly given the current circumstances and the fact that Council is moving away from paper based copies of documents. Adopted minutes are published on Council’s website which means that final versions are available for all to see.</p>
<p><i>As mentioned, I’m speaking with the Councillors about Clause 39 The order of Business which I believe should include “General/Other Business” as has been Hindmarsh convention for many years.</i></p>	<p>Council Officers recommend that Councillors are able to raise matters of general business through the notice of motion provision, anything that misses the notice of motion deadline and is urgent can be raised through the urgent business provision. Raising items of general business through the notice of motion provision allows it to be published on the Council Meeting Agenda for the Community to see. This in turn ensures Council is being transparent with its decision making process and meeting Council’s obligations under s58 (a) of the Act which requires Council to ensure that decision</p>

	making processes are transparent to the municipal community. A Notice of Motion provision has been included in clause 39.
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Councillor Nelson provided the following feedback:

	OFFICER RESPONSE
<i>Clause 17(1)(a) – 48 hours prior to a meeting is not enough time to expect councillors to read what is sometimes hundreds of pages of information and make enquiries or seek clarification on matters related to agenda items</i>	Council Officers recommend that this clause remains at 48 hours' notice. Current practice is to try and provide at least one weeks' notice. However, sometimes there isn't the opportunity to give one weeks' notice.
<i>Is there any scope to include timelines for Briefing meetings as well</i>	Council Briefings are not included in Section 60 of the Act which specifics what should be covered by the Governance Rules.
<i>Clause 39 – I also believe that general business rather than urgent business should stay on the agenda. This is a time when councillors can bring forward issues related to their community and potentially ask for reports to council on matters. While some of the matters raised during this time may not seem like urgent business they will be important to our communities that we represent and are here to serve. I think that this is even more important now that with live streamed meetings we are reaching a wider audience than before.</i>	Council Officers recommend that Councillors are able to raise matters of general business through the notice of motion provision, anything that misses the notice of motion deadline can be raised through the urgent business provision. Raising items of general business through the notice of motion provision allows it to be published on the Council Meeting Agenda for the Community to see. This in turn ensures Council is being transparent with its decision making process and meeting Council's obligations under s58 (a) of the Act which requires Council to ensure that decision making processes are transparent to the municipal community.

Administrative changes

Some further administrative changes were made to the Governance Rules:

- alphabetising of definitions;
- inclusion of Delegated Committee in definitions;
- full stop included at the end of clause 12(2);
- consistency in capitalisation of 'Councillors';
- consistency in reference to 'Chief Executive Officer';
- clause 53 – replaced reference to 'this procedure' with 'these Rules';
- clarifying that police may remove a person in breach of the rules at the request of the Chairperson;
- clause 95 – included the word 'Council' when referring to the Council Chamber; and
- merging the Governance Rules Meeting Procedure and Governance Rules Election Period Policy into the one document.

Conclusion:

The Governance Rules will enable Council to conduct its business in an effective, transparent and accountable way in accordance with the legislative requirements provided by the Act.

Options:

1. Council can choose to adopt the Governance Rules
2. Council can choose to amend the Governance Rules

Link to Council Plan:

Strategic Objective 1.1 an actively engaged community.
Strategic Objective 4.6 an organisation that takes its risk management responsibilities seriously and embeds a culture of risk management throughout the organisation
Strategic Objective 4.6.2 Develop a governance and compliance framework within Council

Financial Implications:

No financial implications.

Risk Management Implications:

The Governance Rules will ensure that Council maintains its governance and community engagement obligations under the Act.

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—Helen Thomson, Manager Governance and Human Services
In providing this advice as the Author, I have no disclosable interests in this report.

Communications Strategy:

Council will publish the Governance Rules on the Council website and make it available to all employees and Councillors.

RECOMMENDATION:

That Council adopts the Governance Rules.

MOVED: CRS T Schneider/D Nelson

That Council adopts the Governance Rules incorporating the following adjustments:

- 1. that 'Urgent Business' be replaced by 'General Business and Councillor Questions',***
- 2. that Clause 92 be revised accordingly by the deletion of 92(1), 92(2) and 92(3)(i),***
- 3. that Clause 17(1)(a) be amended to allow for agenda distribution 5 days prior to meeting, and***
- 4. any other associated consequential amendments be made to the document.***

CARRIED

Attachment: 7

9.2 DRAFT PUBLIC TRANSPARENCY POLICY

Responsible Officer: Director Corporate & Community Services

Attachment Number: 8

Introduction:

This report seeks Council adoption of the Public Transparency Policy (**Policy**).

Discussion:

Section 57 of the Local Government Act 2020 (**Act**) requires that a Council adopts and maintains a Public Transparency Policy (**Policy**). The deadline for adopting the Policy is 1 September 2020.

Section 57 of the Act provides the following:

- (1) A Council must adopt and maintain a public transparency policy.
- (2) A public transparency policy must –
 - (a) give effect to the public transparency principles; and
 - (b) describe the ways in which Council information is to be made publicly available; and
 - (c) subject to section 58(b), specify which Council information must be made publicly available, including all policies, plans and reports required under this Act or any other Act; and
 - (d) include any other matters prescribed by the regulations.

The public transparency principles listed in s58 of the Act are as follows:

- (1) Council decision making processes must be transparent except when the Council is dealing with information that is confidential by virtue of the Act or any other Act;
- (2) Council information must be publicly available unless –
 - (a) the information is confidential by virtue of the Act or any other Act; or

- (b) public availability of the information would be contrary to the public interest;
- (3) Council information must be understandable and accessible to members of the municipal community;
- (4) public awareness of the availability of Council information must be facilitated.

The Public Transparency Policy has been developed based on information provided by Local Government Victoria and the relevant provisions of the Local Government Act 2020. The Senior Management Team and relevant Council staff have been consulted during the development of the Policy.

The Policy was made available to the public for consultation for the period between 16 July and 6 August. Council received 1 submission from the public.

Submission 1: Sally Gilleece – Dimboola

re public transparency, I hope that the relationship of staff to family and friends is disclosed so that the public can see where nepotism is evident. small towns are restricted in the choice of staff, so employees are more prone to social connections than in a city, but it should not effect the way they carry out duties - mates rates is not acceptable from employees of the shire. If workers are underperforming they should be dealt with according to due process, not hold onto positions they are not performing well at because an authority figure doesn't want to offend a mate or relative. These relationships should be transparent.

Submission 1: Response

Council Employees are required to disclose conflict of interests in accordance with the Local Government Act 2020, Council's Conflict of Interest Policy and the Employee Code of Conduct.

Council is bound by strict procurement responsibilities under the Local Government Act 2020 and under Council's own Procurement Policy. 'Mates Rates' is not acceptable, if anyone in the community is concerned about Council offering 'mates rates' they are able to report this in accordance with Council's Public Interest Disclosure Policy.

Instances of underperforming employees are managed through Council's Complaints Handling Procedure, Council's Employee Code of Conduct and, if required, Council's Disciplinary Procedure.

Conclusion

Adoption of the Public Transparency Policy will ensure compliance with the Local Government Act 2020.

Options:

1. Council can adopt the Public Transparency Policy.
2. Council can choose to amend the Public Transparency Policy prior to adopting.

Link to Council Plan:

Strategic Objective 1.1 an actively engaged community.

Strategic Objective 4.6 an organisation that takes its risk management

responsibilities seriously and embeds a culture of risk management throughout the organisation

Strategic Objective 4.6.2 Develop a governance and compliance framework within Council

Financial Implications:

No financial implications.

Risk Management Implications:

The Policy will ensure Council is compliant with the public transparency obligations and principles as outlined by sections 57 and 58 of the Local Government Act 2020.

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—Helen Thomson, Manager Governance and Human Services
In providing this advice as the Author, I have no disclosable interests in this report.

Communications Strategy:

Council will publish the Policy on the Council website and make it available to all employees and Councillors.

RECOMMENDATION:

That Council adopts the Public Transparency Policy.

MOVED: CRS T Schneider/R Ismay

That Council adopts the Public Transparency Policy.

CARRIED

Attachment: 8

9.3 COUNCILLOR EXPENSE ENTITLEMENTS POLICY

Responsible Officer: Director Corporate & Community Services

Attachment Number: 9

Introduction:

This report seeks Council adoption of the Councillor Expense Entitlements Policy (**Policy**) as per the requirements of the *Local Government Act 2020* (**Act**).

Discussion:

Section 41 of the Act requires that a Council adopts and maintains a Councillor Expense Entitlements Policy. The deadline for adopting the Policy is 1 September 2020.

S41 stipulates that

- (1) A Council must adopt and maintain an expenses policy in relation to the reimbursement of out-of-pocket expenses for Councillors and members of delegated committees.
- (2) A policy adopted by a Council under this section must—
 - (a) specify procedures to be followed in applying for reimbursement and in reimbursing expenses; and
 - (b) comply with any requirements prescribed by the regulations in relation to the reimbursement of expenses; and
 - (c) provide for the reimbursement of child care costs where the provision of child care is reasonably required for a Councillor or member of a delegated committee to perform their role; and
 - (d) have particular regard to expenses incurred by a Councillor who is a carer in a care relationship within the meaning of section 4 of the **Carers Recognition Act 2012**.
- (3) A Council must adopt the first expenses policy under this section on or before 1 September 2020.
- (4) Until a Council adopts a policy under this section, the policy adopted by the Council under section 75B of the **Local Government Act 1989** applies as if it had been adopted under this Act.

Council Officers have drafted the Policy with reference to section 41 of the Act to ensure that the Policy is compliant with the legislative requirements.

Conclusion

This Policy will ensure compliance with the Act and will ensure that:

- (a) there are clear guidelines for Councillors to follow when claiming reimbursement; and
- (b) ensure that spending of public funds is done in an accountable and transparent way.

Options:

1. Council can choose to adopt the Councillor Expense Entitlements Policy;

2. Council can choose to amend the Councillor Expense Entitlements Policy prior to adoption.

Link to Council Plan:

Strategic Objective 4.6 an organisation that takes its risk management responsibilities seriously and embeds a culture of risk management throughout the organisation

Strategic Objective 4.6.2 Develop a governance and compliance framework within Council

Financial Implications:

No financial implications.

Risk Management Implications:

The Policy will ensure Council is compliant with the 41 of the Local Government Act 2020.

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—Helen Thomson, Manager Governance and Human Services
In providing this advice as the Author, I have no disclosable interests in this report.

Communications Strategy:

The Policy will be made available to Councillors via Docs on Tap. The Policy will also be published on Council's website.

RECOMMENDATION:

That Council adopts the Councillor Expense Entitlements Policy.

MOVED: CRS T Schneider/D Nelson

That Council adopts the Councillor Expense Entitlements Policy.

CARRIED

Attachment: 9

9.4 CONFLICT OF INTEREST POLICY

Responsible Officer: Director Corporate & Community Services

Attachment Number: 10

Introduction:

This report seeks Council adoption of the Hindmarsh Shire Council Conflict of Interest Policy (**Policy**).

Discussion:

The Local Government Act 2020 has introduced new requirements for conflict of interest declarations and a new classification system of conflict of interests. As a result of these changes, Council has updated its Conflict of Interest Policy to be consistent with the new legislative framework.

The Local Government Act 2020 describes two classes of interests:

- Section 127 of the Act – General conflict of interest; and
- Section 128 of the Act – Material conflict of interest.

A general conflict of interest is defined in section 127 of the Act as “a relevant person has a general conflict of interest in a matter if an impartial, fair minded person, would consider that the person’s private interests could result in that person acting in a manner that is contrary to their public duty.

A material conflict of interest is defined in section 128 of the Act as “a relevant person has a material conflict of interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.

Section 129 of the Act provides for exemptions to the conflict of interest provisions. A conflict of interest does not arise if any of the following arises:

- the conflict of interest is so remote or insignificant that it could not be reasonably regarded as capable of influencing the actions or decisions of the relevant person in relation to the matter;
- the interest that would give rise to a conflict of interest is held in common with a substantial proportion of the residents, ratepayers or electors of the municipal district and does not exceed the interests held by the other residents, ratepayers or electors.
- the relevant person does not know the circumstances that give rise to the conflict of interest, and could not be reasonably expected to know those circumstances;
- the interest only arises because the relevant person is the representative of the Council on a not-for-profit organisation that has an interest in the matter and the relevant person receives no personal advantage from the not-for-profit organisation;
- the interest only arises because a family member of the relevant person is a member but not an office-holder of a not-for-profit organisation;

- the interest only arises because the relevant person is a member of a not-for-profit organisation that has expressed an opinion or advocated for an outcome in regard to the matter;
- the interest arises in relation to a decision by a Councillor on a matter or in a circumstance that is prescribed to be exempt by the regulations.

The purpose of the Policy is to:

- guide Councillors, delegated committee members and staff on what a conflict of interest is;
- guide Councillors, delegated committee members and staff on when they are required to disclose conflicts of interest;
- ensure Council's organisational and decision making processes are transparent; and
- ensure that Council is compliant with the *Local Government Act 2020 (Act)*.

The Policy will sit alongside Council's Governance Rules and Employee Code of Conduct which stipulate how conflicts of interest are to be declared for Councillors, Delegated Committee Members and Council staff.

Conclusion

This Policy will assist Council in ensuring that its decision making processes are transparent and irrefutable.

Options:

1. Council can choose to adopt the Conflict of Interest Policy; or
2. Council can choose to make amendments to the Conflict of Interest Policy prior to adopting.

Link to Council Plan:

Strategic Objective 4.6.2: An organisation that takes its risk management responsibilities seriously and embeds a culture of risk management throughout the organisation by developing a governance and compliance framework within Council.

Financial Implications:

Nil.

Risk Management Implications:

This Policy will assist Council in the handling conflicts of interest appropriately to maintain its governance responsibilities and ensure that all decisions are made transparently and irrefutably.

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—Helen Thomson, Manager Governance and Human Services
In providing this advice as the Author, I have no disclosable interests in this report.

Communications Strategy:

Council will post the Hindmarsh Shire Council Conflict of Interest Policy on Council's website and ensure the Policy is circulated to all Councillors, Delegated Committee Members and employees.

RECOMMENDATION:

That Council adopts the Hindmarsh Shire Council Conflict of Interest Policy.

MOVED: CRS D Colbert/R Ismay

That Council adopts the Hindmarsh Shire Council Conflict of Interest Policy.

CARRIED

Attachment: 10

9.5 SECTION 86 COMMITTEE TRANSITION

Responsible Officer: Director Corporate & Community Services

Attachment Number: 11

Introduction:

This report seeks approval from Council to form Advisory Committees and Community Asset Committees, and adopt Terms of reference for Town Committees.

Discussion:

The Local Government Act 2020 (**Act**) received royal assent on 24 March 2020 requiring Council's across Victoria to undergo significant changes. Some of those changes relate to the formation of Section 86 Committees, which will need to be implemented before 1 September 2020.

Committees established by delegation from Council under Section 86 of the *Local Government Act* 1989 (**s86 Committees**) will lapse as of 1 September 2020. Council currently has 15 s86 Committees including:

- Antwerp Hall Committee
- Diapur Hall Committee

- Dimboola Town Committee
- Gerang Hall Committee
- Jeparit Memorial Hall Committee
- Jeparit Town Committee
- Lorquon Memorial Hall Committee
- Nhill Sun Moth Reserve Committee
- Nhill Town Committee
- Rainbow Civic Centre Committee
- Rainbow Recreation Reserve Committee of Management
- Rainbow Town Committee
- Wimmera Mallee Pioneer Museum Committee
- Yanac Hall and Recreation Reserve Committee
- Yurunga Homestead Committee of Management

The Act provides for two types of committees which can be established in place of s86 Committees:

- Delegated Committees; and
- Asset Management Committees.

While not provided for in the Act, Council may also put in place ‘Advisory Committees’.

A proposal was discussed with Councillors during briefing on 15 July 2020 recommending the following formations for Council’s current s86 Committees:

Committee	Proposed form	Instrument	Council delegate
Antwerp Hall Committee	Community Asset Committee	Instrument of delegation from CEO	No
Diapur Hall Committee	Community Asset Committee	Instrument of delegation from CEO	No
Dimboola Town Committee	Advisory Committee	Terms of Reference	1 Councillor and 1 staff member
Gerang Hall Committee	Community Asset Committee	Instrument of delegation from CEO	No
Jeparit Memorial Hall Committee	Community Asset Committee	Instrument of delegation from CEO	No
Lorquon Memorial Hall Committee	Community Asset Committee	Instrument of delegation from CEO	No
Nhill Sun Moth Reserve Committee	Advisory Committee	Terms of reference	No

Committee	Proposed form	Instrument	Council delegate
Nhill Town Committee	Advisory Committee	Terms of Reference	1 Councillor and 1 staff member
Rainbow Civic Centre Committee	Community Asset Committee	Instrument of delegation from CEO	No
Rainbow Recreation Reserve	Community Asset Committee	Instrument of delegation from CEO	No
Rainbow Town Committee	Advisory Committee	Terms of Reference	1 Councillor and 1 staff member
Wimmera Mallee Pioneer Museum Committee	Community Asset Committee	Instrument of delegation from CEO	1 Councillor and 1 staff member
Yanac Hall and Recreation Reserve Committee	Community Asset Committee	Instrument of delegation from CEO	No
Yurunga Homestead Committee of Management	Community Asset Committee	Instrument of delegation from CEO	1 Councillor and 1 staff member

Consultation

Following the discussion with Councillors, meetings / phone calls with s86 Committees were held during the week of 20 July 2020 – 25 July 2020 to discuss the upcoming changes and workshop any foreseeable issues that will arise due to the changes.

Common issues that were identified during these meetings included:

- returning of finances to Council for Advisory Committees;
- authorising expenditure for Advisory Committees;
- the connotations associated with the term ‘Advisory Committee’;
- reduction of the autonomy of the Committees;
- surplus of community committees in small towns;
- difficulties in attracting new committee members;
- aging committee members; and
- frustrations with bureaucratic decision making processes.

Follow up correspondence was sent to the Committees confirming the discussions in the meetings.

Nhill Sun Moth Reserve Committee

Council Officers attempted to contact the Nhill Sun Moth Reserve Committee on several occasions and through various possible committee members. Council Officers were unable to ascertain who the current committee membership consisted of or when the committee last met. It is for this reason that this report recommends that the Nhill Sun

Moth Reserve Committee is not re-established as an advisory committee at this stage.

Instruments of Delegation

Instruments of Delegation from Council will no longer be required for Advisory Committees or Community Asset Committees. Advisory Committees will be governed by Terms of Reference as presented to Council today and Community Asset Committees will be governed by a delegation from the CEO.

Options:

1. Council can choose to create the following Advisory Committees:
 - a. Dimboola Town Committee
 - b. Jeparit Town Committee;
 - c. Nhill Town Committee;
 - d. Rainbow Town Committee; and
2. Council can choose to endorse the Terms of Reference for Town Committees as presented;
3. Council can choose to modify the Terms of Reference for Town Committees as presented.
4. Council can endorse that the CEO establishes the following Community Asset Committees:
 - Antwerp Hall Committee
 - Diapur Hall Committee
 - Gerang Hall Committee
 - Jeparit Memorial Hall Committee
 - Lorquon Memorial Hall Committee
 - Rainbow Civic Centre Committee
 - Rainbow Recreation Reserve Committee
 - Wimmera Mallee Pioneer Museum Committee
 - Yanac Hall and Recreation Reserve Committee
 - Yurunga Homestead Committee

Link to Council Plan:

- 1.1 An actively engaged community
- 1.3 A community that is physically active with access to a wide range of leisure, sporting and recreation facilities
- 3.2 a thriving tourism industry
- 4.6 An organisation that takes its risk management responsibilities seriously

Financial Implications:

No financial implications arise.

Risk Management Implications:

Both Community Asset Committees and Advisory Committees pose governance and public liability risks to Council.

Conflict of Interest:

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

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

Author—Helen Thomson, Governance and Human Services
In providing this advice as the Author, I have no disclosable interests in this report.

Communications Strategy:

N/A.

RECOMMENDATION:

ADVISORY COMMITTEES

1) Council resolves

a. that the following Advisory Committees are established:

1. Nhill Town Committee comprising of:

- 1. Ross Barker (Chairperson);***
- 2. Pauline McCracken;***
- 3. Catherin Bates;***
- 4. Leith Dean;***
- 5. Helen Woodhouse – Herrick;***
- 6. David Colbert;***
- 7. Joanne Hayes; and***
- 8. David Colbert (Councillor Representative)***

2. Dimboola Town Committee comprising of

- 1. Kaylene Pietsch (Chairperson);***
- 2. Phil Colquhoun;***
- 3. Amanda Ingeme;***
- 4. Jan Ballard;***
- 5. Ron Donaldson;***
- 6. Tony Schneider;***
- 7. Jo Donnelly;***
- 8. Bill Eldridge;***
- 9. Emma Clark;***
- 10. Chris Johnson;***
- 11. Sharyn Cook; and***
- 12. Debra Nelson (Councillor Representative)***

- 3. Jeparit Town Committee comprising of**
- 1. Jason Hutson (Chairperson);**
 - 2. Brett Ireland;**
 - 3. Teresa Smith;**
 - 4. Cheryl Quinn;**
 - 5. Wendy Werner;**
 - 6. Mel Wagener;**
 - 7. Graham Blair;**
 - 8. Ron Lowe (Councillor Representative)**

- 4. Rainbow Town Committee comprising of**
- 1. Leonie Clarke (Chairperson);**
 - 2. Adrian Bennett;**
 - 3. Bill Hutson;**
 - 4. Roger Aitkin;**
 - 5. Peta Bennett;**
 - 6. Greg Roberts;**
 - 7. Ross Heinrich;**
 - 8. Michael Sullivan;**
 - 9. Julie McLean;**
 - 10. Alison Ey; and**
 - 11. Ron Ismay (Councillor Representative)**

- b. that the Advisory Committees must report to Council annually.**
- c. that the Terms of Reference for the Town Committees as presented be adopted.**
- d. that the Nhill Sun Moth Reserve Committee is not re-established as an advisory committee at this time.**

COMMUNITY ASSET COMMITTEES

- 2) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. From the date of this resolution, there be established as a Community Asset Committee the Antwerp Hall Community Asset Committee (Committee).**
 - b. The purpose of the Committee is to manage the Antwerp Hall.**
 - c. The members of the Committee are:**
 - 1. Shane Bond;**
 - 2. Jo Hornby;**
 - 3. Heather Jorgenson;**
 - 4. Tim Jorgensen;**
 - 5. Ivan Polack;**
 - 6. Peta Foster;**
 - 7. Nathan Albrecht;**
 - 8. Rebecca Albrecht;**

- 9. Alex Jupp;**
10. Jamie-Lee Jupp; and
11. Dianne Bond
- d. The Chairperson of the Committee is Shane Bond.**
- e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
- f. All members of the Committee have voting rights on the Committee.**
- 3) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. From the date of this resolution, there be established as a Community Asset Committee the Diapur Hall Community Asset Committee (Committee).**
- b. The purpose of the Committee is to manage the Diapur Hall.**
- c. The members of the Committee are:**
- 1. Peter Duperouzel;**
2. Julie Duperouzel;
3. Dean Honeyman;
4. Colleen Smith;
5. Des Smith;
6. Steven Alexander;
7. Trish Alexander;
8. Shirley Honeyman;
9. Tom Cook;
10. Hannah Craig;
11. Graeme Jago; and
12. Anthony Honeyman.
- d. The Chairperson of the Committee is Peter Duperouzel.**
- e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
- f. All members of the Committee have voting rights on the Committee.**
- 4) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. From the date of this resolution, there be established as a Community Asset Committee the Gerang Hall Committee Community Asset Committee (Committee).**
- b. The purpose of the Committee is to manage the Gerang Hall.**
- c. The members of the Committee are:**
- 1. Donna Krelle;**
2. Susan Menzel;
3. Rosie Clark;
4. Shirley Avery;
5. Kaylene Schultz; and

- 6. Jemma Schultz.**
- d. The Chairperson of the Committee is Donna Krelle.**
 - e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
 - f. All members of the Committee have voting rights on the Committee.**
- 5) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. From the date of this resolution, there be established as a Community Asset Committee the Jeparit Memorial Hall Community Asset Committee (Committee).**
 - b. The purpose of the Committee is to manage the Jeparit Memorial Hall.**
 - c. The members of the Committee are:**
 - 1. Amanda King;**
 - 2. Debra Schumann;**
 - 3. Campbell McKenzie;**
 - 4. Sheryl McKenzie;**
 - 5. Alicia Rosewall;**
 - 6. Maxine Spokes;**
 - 7. Ebony Spokes; and**
 - 8. Mel Wagner.**
 - d. The Chairperson of the Committee is Amanda King.**
 - e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
 - f. All members of the Committee have voting rights on the Committee.**
- 6) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. From the date of this resolution, there be established as a Community Asset Committee the Lorquon Memorial Hall Community Asset Committee (Committee).**
 - b. The purpose of the Committee is to manage the Lorquon Memorial Hall.**
 - c. The members of the Committee will be confirmed following the Council Meeting.**
 - d. The Chairperson of the Committee will be confirmed following the Council Meeting.**
 - e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
 - f. All members of the Committee have voting rights on the Committee.**
- 7) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. From the date of this resolution, there be established as a Community Asset Committee the Rainbow Civic Centre Community Asset Committee (Committee).**

- b. The purpose of the Committee is set out in the Schedule to this resolution.*
- c. The members of the Committee are:*
- 1. Bill Hutson;*
 - 2. Graham Petschel;*
 - 3. Ross Heinrich;*
 - 4. Michael Sullivan;*
 - 5. Shirley Petschel;*
 - 6. Kate Hutson; and*
 - 7. Rob Koning.*
- d. The Chairperson of the Committee is Bill Hutson.*
- e. A quorum of the Committee is whole number that is an absolute majority, which is greater than half the total number of members of the Committee.*
- f. All members of the Committee have voting rights on the Committee.*
- 8) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. From the date of this resolution, there be established as a Community Asset Committee the Rainbow Recreation Reserve Community Asset Committee (Committee).*
- b. The purpose of the Committee is to manage the Rainbow Recreation Reserve.*
- c. The members of the Committee are:*
- 1. Graeme Nuske;*
 - 2. Michael Parry;*
 - 3. Colleen Petschel;*
 - 4. Lynne McKenzie; and*
 - 5. Jacinta Cocks.*
- d. The Chairperson of the Committee is Michael Parry*
- e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.*
- f. All members of the Committee have voting rights on the Committee.*
- 9) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. From the date of this resolution, there be established as a Community Asset Committee the Wimmera Mallee Pioneer Community Asset Committee (Committee).*
- b. The purpose of the Committee is to manage the Wimmera Mallee Pioneer Museum.*
- c. The members of the Committee are:*
- 1. Peter Pumpa;*
 - 2. Aaron McClean;*
 - 3. Wendy Werner;*
 - 4. Mary Anne Paech;*
 - 5. June Gawith;*

6. **Jim Gawith;**
7. **Tige Mannington;**
8. **Trevor Chilton;**
9. **Merilyn Lowe;**
10. **Greg Schwedes; and**
11. **Yvonne Dippel**

d. The Chairperson of the Committee is Peter Pumpa.

e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.

f. All members of the Committee have voting rights on the Committee.

10) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

a. From the date of this resolution, there be established as a Community Asset Committee the Yanac Hall and Recreation Reserve Community Asset Committee (Committee).

b. The purpose of the Committee is to manage the Yanac Hall and Recreation Reserve Committee.

c. The members of the Committee are:

1. **Susanne Beattie;**
2. **Shaun Alexander;**
3. **Jenny Smith;**
4. **Jay Fischer;**
5. **Jim Fischer;**
6. **Bruce Beattie;**
7. **Craig Smith;**
8. **Terry Miller;**
9. **Erin Alexander;**
10. **Mick Dart;**
11. **Rebecca Dart;**
12. **Raelene Dart; and**
13. **Steve Thompson.**

d. The Chairperson of the Committee is Susanne Beattie.

e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.

f. All members of the Committee have voting rights on the Committee.

11) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

a. From the date of this resolution, there be established as a Community Asset Committee the Yurunga Homestead Community Asset Committee (Committee).

b. The purpose of the Committee is to manage the Yurunga Homestead.

c. The members of the Committee are:

1. **Jennifer Solly;**

2. *Peter Solly;*
3. *Helen Fisher;*
4. *Lou Ravenhorst;*
5. *Samantha Smith; and*
6. *Helen Heinrich*

d. The Chairperson of the Committee is Jennifer Solly.

e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.

f. All members of the Committee have voting rights on the Committee.

MOVED: CRS T Schneider/D Nelson

ADVISORY COMMITTEES

1) Council resolves

a. that the following Advisory Committees are established:

1. Nhill Town Committee comprising of:

1. *Ross Barker (Chairperson);*
2. *Pauline McCracken;*
3. *Catherin Bates;*
4. *Leith Dean;*
5. *Helen Woodhouse – Herrick;*
6. *David Colbert;*
7. *Joanne Hayes; and*
8. *David Colbert (Councillor Representative)*

2. Dimboola Town Committee comprising of

1. *Kaylene Pietsch (Chairperson);*
2. *Phil Colquhoun;*
3. *Amanda Ingeme;*
4. *Jan Ballard;*
5. *Ron Donaldson;*
6. *Debra Nelson;*
7. *Jo Donnelly;*
8. *Bill Eldridge;*
9. *Emma Clark;*
10. *Chris Johnson;*
11. *Sharyn Cook; and*
12. *Tony Schneider (Councillor Representative)*

3. Jeparit Town Committee comprising of

1. *Jason Hutson (Chairperson);*
2. *Brett Ireland;*
3. *Teresa Smith;*

4. Cheryl Quinn;
5. Wendy Werner;
6. Mel Wagener;
7. Graham Blair;
8. Ron Lowe (Councillor Representative)

4. Rainbow Town Committee comprising of

1. Leonie Clarke (Chairperson);
2. Adrian Bennett;
3. Bill Hutson;
4. Roger Aitkin;
5. Peta Bennett;
6. Greg Roberts;
7. Ross Heinrich;
8. Michael Sullivan;
9. Julie McLean;
10. Alison Ey; and
11. Ron Ismay (Councillor Representative)

- b. that the Advisory Committees must report to Council annually.
- c. that the Terms of Reference for the Town Committees as presented be adopted.
- d. that the Nhill Sun Moth Reserve Committee is not re-established as an advisory committee at this time.

In the event that a Town Committee determines to incorporate as an independent entity, Council will support the proper translation of the Committee to that structure and the balance of all funds held in the name of that Town Committee will be transferred to the incorporated entity, and

In the event Council might de-establish any Town Committee, the balance of all funds held in the name of that Town Committee will be expended by Council on community projects within that community, having first consulted with the community on any planned expenditure.

COMMUNITY ASSET COMMITTEES

2) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

- a. From the date of this resolution, there be established as a Community Asset Committee the Antwerp Hall Community Asset Committee (Committee).
- b. The purpose of the Committee is to manage the Antwerp Hall.
- c. The members of the Committee are:
 1. Shane Bond;
 2. Jo Hornby;

3. **Heather Jorgenson;**
 4. **Tim Jorgensen;**
 5. **Ivan Polack;**
 6. **Peta Foster;**
 7. **Nathan Albrecht;**
 8. **Rebecca Albrecht;**
 9. **Alex Jupp;**
 10. **Jamie-Lee Jupp; and**
 11. **Dianne Bond**
- d. **The Chairperson of the Committee is Shane Bond.**
- e. **A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
- f. **All members of the Committee have voting rights on the Committee.**
- 3) **In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. **From the date of this resolution, there be established as a Community Asset Committee the Diapur Hall Community Asset Committee (Committee).**
 - b. **The purpose of the Committee is to manage the Diapur Hall.**
 - c. **The members of the Committee are:**
 1. **Peter Duperouzel;**
 2. **Julie Duperouzel;**
 3. **Dean Honeyman;**
 4. **Colleen Smith;**
 5. **Des Smith;**
 6. **Steven Alexander;**
 7. **Trish Alexander;**
 8. **Shirley Honeyman;**
 9. **Tom Cook;**
 10. **Hannah Craig;**
 11. **Graeme Jago; and**
 12. **Anthony Honeyman.**
 - d. **The Chairperson of the Committee is Peter Duperouzel.**
 - e. **A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
 - f. **All members of the Committee have voting rights on the Committee.**
- 4) **In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:**
- a. **From the date of this resolution, there be established as a Community Asset Committee the Gerang Hall Committee Community Asset Committee (Committee).**
 - b. **The purpose of the Committee is to manage the Gerang Hall.**

c. The members of the Committee are:

- 1. Donna Krelle;**
- 2. Susan Menzel;**
- 3. Rosie Clark;**
- 4. Shirley Avery;**
- 5. Kaylene Schultz; and**
- 6. Jemma Schultz.**

d. The Chairperson of the Committee is Donna Krelle.

e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.

f. All members of the Committee have voting rights on the Committee.

5) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

a. From the date of this resolution, there be established as a Community Asset Committee the Jeparit Memorial Hall Community Asset Committee (Committee).

b. The purpose of the Committee is to manage the Jeparit Memorial Hall.

c. The members of the Committee are:

- 1. Amanda King;**
- 2. Debra Schumann;**
- 3. Campbell McKenzie;**
- 4. Sheryl McKenzie;**
- 5. Alicia Rosewall;**
- 6. Maxine Spokes;**
- 7. Ebony Spokes; and**
- 8. Mel Wagner.**

d. The Chairperson of the Committee is Amanda King.

e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.

f. All members of the Committee have voting rights on the Committee.

6) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

a. From the date of this resolution, there be established as a Community Asset Committee the Lorquon Memorial Hall Community Asset Committee (Committee).

b. The purpose of the Committee is to manage the Lorquon Memorial Hall.

c. The members of the Committee will be confirmed following the Council Meeting.

d. The Chairperson of the Committee will be confirmed following the Council Meeting.

e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.

f. All members of the Committee have voting rights on the Committee.

7) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

- a. From the date of this resolution, there be established as a Community Asset Committee the Rainbow Civic Centre Community Asset Committee (Committee).**
- b. The purpose of the Committee is set out in the Schedule to this resolution.**
- c. The members of the Committee are:**
 - 1. Bill Hutson;**
 - 2. Graham Petschel;**
 - 3. Ross Heinrich;**
 - 4. Michael Sullivan;**
 - 5. Shirley Petschel;**
 - 6. Kate Hutson; and**
 - 7. Rob Koning.**
- d. The Chairperson of the Committee is Bill Hutson.**
- e. A quorum of the Committee is whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
- f. All members of the Committee have voting rights on the Committee.**

8) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

- a. From the date of this resolution, there be established as a Community Asset Committee the Rainbow Recreation Reserve Community Asset Committee (Committee).**
- b. The purpose of the Committee is to manage the Rainbow Recreation Reserve.**
- c. The members of the Committee are:**
 - 1. Graeme Nuske;**
 - 2. Michael Parry;**
 - 3. Colleen Petschel;**
 - 4. Lynne McKenzie; and**
 - 5. Jacinta Cocks.**
- d. The Chairperson of the Committee is Michael Parry**
- e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
- f. All members of the Committee have voting rights on the Committee.**

9) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

- a. From the date of this resolution, there be established as a Community Asset Committee the Wimmera Mallee Pioneer Community Asset Committee (Committee).**
- b. The purpose of the Committee is to manage the Wimmera Mallee Pioneer Museum.**

c. The members of the Committee are:

- 1. Peter Pumpa;**
- 2. Aaron McClean;**
- 3. Wendy Werner;**
- 4. Mary Anne Paech;**
- 5. June Gawith;**
- 6. Jim Gawith;**
- 7. Tige Mannington;**
- 8. Trevor Chilton;**
- 9. Marilyn Lowe;**
- 10. Greg Schwedes; and**
- 11. Yvonne Dippel**

d. The Chairperson of the Committee is Peter Pumpa.

e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.

f. All members of the Committee have voting rights on the Committee.

10) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

a. From the date of this resolution, there be established as a Community Asset Committee the Yanac Hall and Recreation Reserve Community Asset Committee (Committee).

b. The purpose of the Committee is to manage the Yanac Hall and Recreation Reserve Committee.

c. The members of the Committee are:

- 1. Susanne Beattie;**
- 2. Shaun Alexander;**
- 3. Jenny Smith;**
- 4. Jay Fischer;**
- 5. Jim Fischer;**
- 6. Bruce Beattie;**
- 7. Craig Smith;**
- 8. Terry Miller;**
- 9. Erin Alexander;**
- 10. Mick Dart;**
- 11. Rebecca Dart;**
- 12. Raelene Dart; and**
- 13. Steve Thompson.**

d. The Chairperson of the Committee is Susanne Beattie.

e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.

f. All members of the Committee have voting rights on the Committee.

11) In exercise of the power conferred by s 65 of the Local Government Act 2020 (the Act), Council resolves that:

- a. From the date of this resolution, there be established as a Community Asset Committee the Yurunga Homestead Community Asset Committee (Committee).**
- b. The purpose of the Committee is to manage the Yurunga Homestead.**
- c. The members of the Committee are:**
 - 1. Jennifer Solly;**
 - 2. Peter Solly;**
 - 3. Helen Fisher;**
 - 4. Lou Ravenhorst;**
 - 5. Samantha Smith; and**
 - 6. Helen Heinrich**
- d. The Chairperson of the Committee is Jennifer Solly.**
- e. A quorum of the Committee is a whole number that is an absolute majority, which is greater than half the total number of members of the Committee.**
- f. All members of the Committee have voting rights on the Committee.**

CARRIED

Attachment: 11

9.6 DELEGATIONS

Responsible Officer: Director Corporate & Community Services

Attachment Number: 12 & 13

Introduction:

This report seeks Council approval for the Instrument of Delegation from Council to the Chief Executive Officer, and Instrument of Delegation from Council to Council staff to comply with the Local Government Act 2020.

Discussion:

With the introduction of the Local Government Act 2020 (**Act**), Council is required to review and update the Instrument of Delegation from Council to the CEO and the Instrument of Delegation from Council to Council staff. The power of delegation is considered essential to enable day-to-day decisions to be made to ensure the operations of Council are enacted efficiently and effectively. Delegations are standard practice across all Councils.

CEO Delegation

As was the case with the Local Government Act 1989 (**1989 Act**), the Local Government Act 2020 (**Act**), gives Council a power of delegation under section 11 of the Act. Section 11 of the Act outlines that Council may by instrument of delegation delegate to members of a delegated committee or to the Chief Executive Officer.

The Instrument of Delegation to the CEO authorises the power to determine any issues; take any action; or do any act or thing arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act. This authority is restricted by stating a number of actions, acts of things that the CEO cannot undertake, without Council resolution. These limitations are outlined in the Instrument of Delegation to the CEO.

Council last reviewed the Council Delegations to the CEO 18 March 2020. This review formed the bases for the attached Instrument of Delegation to the CEO. The only changes made to the Instrument of Delegation to the CEO is the change from reference to the 1989 Act the 2020 Act.

Council to staff delegation

While there is no mention of delegating powers to Council staff as was contained in section 98 of the 1989 Act, it has been recommended to Council that an Instrument of Delegation from Council to staff still be completed for some pieces of legislation where there is no specific power of sub-delegation contained within that legislation.

At its meeting on 21 February 2018 Council approved the current Instrument of Delegation to members of Council staff under the Local Government Act 1989 (**2018 Delegations to staff**). The 2018 Delegations to staff provided the basis for the current review.

Aside from the changes made to the Local Government legislative references, there are no major changes to the Delegations from Council to staff aside from an update to position titles.

Options:

Council can:

1. approve the delegations outlined in the attached Instrument of Delegation to the Chief Executive Officer;
2. approve the delegations outlined in the attached Instrument of Delegation to members of Council staff, OR
3. modify the either delegations or consider other options prior to adoption.

Link to Council Plan:

Strategic Objective 4.6.2: An organisation that takes its risk management responsibilities seriously and embeds a culture of risk management throughout the organisation by developing a governance and compliance framework within Council.

Financial Implications:

There are no financial implications.

Risk Management Implications:

There are risk management implications if Council does not complete a review of the delegations. Without delegations, the decision-making processes would be subject to extreme delays and impose an untenable burden on the Council reporting and meeting system.

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—Helen Thomson, Manager Governance and Human Services
In providing this advice as the Author, I have no disclosable interests in this report.

Communications Strategy:

Relevant staff will be provided with confirmation of the amendments to the Instruments of Delegation.

A copy of the Instrument of Delegation to the Chief Executive Officer and Instrument of Delegations to Council staff will be place on Council's website.

RECOMMENDATION:

(A) DELEGATION TO THE CHIEF EXECUTIVE OFFICER

In the exercise of the power conferred by section 11(1)(b) of the Local Government Act 2020 (the Act), Hindmarsh Shire Council (Council) resolves that –

- 1) There be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument.***
- 2) The instrument comes into force immediately when the Resolution is passed.***
- 3) On the coming into force of the instrument all previous delegations to the Chief Executive Officer are revoked.***
- 4) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.***

(B) DELEGATION TO COUNCIL STAFF

In the exercise of the power conferred by the legislation referred to in the attached instrument of delegations, Hindmarsh Shire Council (Council) resolves that –

- 1) There be delegation to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.***
- 2) The instrument comes into force immediately when the Resolution is passed.***
- 3) On the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.***
- 4) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.***

MOVED: CRS T Schneider/R Ismay

(A) DELEGATION TO THE CHIEF EXECUTIVE OFFICER

In the exercise of the power conferred by section 11(1)(b) of the Local Government Act 2020 (the Act), Hindmarsh Shire Council (Council) resolves that –

- 1) There be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument.***
- 2) The instrument comes into force immediately when the Resolution is passed.***
- 3) On the coming into force of the instrument all previous delegations to the Chief Executive Officer are revoked.***
- 4) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.***

(B) DELEGATION TO COUNCIL STAFF

In the exercise of the power conferred by the legislation referred to in the attached instrument of delegations, Hindmarsh Shire Council (Council) resolves that –

- 1) There be delegation to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and***

functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.

- 2) *The instrument comes into force immediately when the Resolution is passed.*
- 3) *On the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.*
- 4) *The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.*

CARRIED

Attachment: 12 & 13

9.7 FINANCIAL REPORT FOR THE PERIOD ENDING 30 JUNE 2020

Responsible Officer: Director Corporate and Community Services

Attachment Number: 14

Introduction:

The Financial Report for the fourth quarter of 2019/20 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 for the period ending 30 June 2020 as presented.

MOVED: CRS R Lowe/D Nelson

That Council notes the Financial Report for the period ending 30 June 2020 as presented.

CARRIED

Attachment: 14

9.8 DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021 ANNUAL REVIEW

Responsible Officer: Director Corporate & Community Services

Attachment Number: 15

Introduction:

Council is required to review the Domestic Animal Management Plan on an annual basis and report on the performance measures against the identified actions in the current plan.

Discussion:

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

Council's Domestic Animal Management Plan 2017-2021 (the Plan) was adopted by Council on 25 October 2017. The purpose of the Plan is to provide Hindmarsh Shire Council with a strategic framework that delivers policy direction and action plans for animal management over a four-year period.

Council is required to review the plan annually and publish a review on the performance measures against the actions under Section 68A(3). The list of activities in the current Plan and achievement to date has been updated and provided as an attachment. Minor editorial changes have been made to the plan to update the number of animals registered, municipal population and update the logo throughout the document.

Options

Council can review the current achievements contained within the plan.

Link to Council Plan

Strategic Objective 1.2: A range of effective and accessible services to support the health and wellbeing of our community.

Financial Implications:

There are no financial implications from the review of the Plan.

Risk Management Implications:

Management of risks will minimise Council's exposure to adverse financial impacts, improve effectiveness and generate efficiencies.

Conflict of Interest:

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

Author & Officer Responsible – Monica Revell, Director Corporate & Community Services

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

Communications Strategy:

Under the Domestic Animals Act 1994, there is no requirement for the plan to be advertised for public comment following annual reviews.

RECOMMENDATION:

That having reviewed the Domestic Animal Management Plan 2017 – 2021 receive the detailed outcomes achieved during 2019/2020 and note the minor editorial changes.

MOVED: CRS R Lowe/R Ismay

That having reviewed the Domestic Animal Management Plan 2017 – 2021 receive the detailed outcomes achieved during 2019/2020 and note the minor editorial changes.

CARRIED

Attachment: 15

9.9 PLANNING POLICY FRAMEWORK TRANSLATION

Responsible Officer: Director Infrastructure Services

Attachment Numbers: 16, 17 & 22

1 – John Keaney peer review

2 – Draft Translation

3 – Summary of relocation of local planning policy content

Introduction:

This report recommends that Council endorse the Planning Policy Framework Translation of the Hindmarsh Shire Planning Scheme prepared by the Smart Planning Team of the Department of Environment, Land, Water and Planning (DELWP in association with Council's Contracts and Development Manager.

Discussion:

Smart Planning is a reform program to make Victoria's Planning System more efficient, accessible and transparent.

As part of the program, a revised policy structure, the Planning Policy Framework (PPF), was introduced into all Victorian planning schemes by Amendment VC148 and gazetted on 31 July 2018.

The PPF is the policy content of planning schemes. It includes part of the Victoria Planning Provisions (VPP) in the form of state and regional planning policies. The PPF enables the integration of local content in the form of local planning policies. The policies are grouped by themes with directly relevant regional and local policies 'nested' under the corresponding state planning policy.

Amendment VC148 did not make any changes to existing local planning policies. However, transitional provisions were introduced to enable the integration of local policy into the PPF.

The table below shows the changes to the policy structure following the VC148 amendment and what the structure will be once the integration of local policy is complete.

Table 1 - Policy Structure of a Planning Scheme		
Before VC148	After VC148 - transitional	After VC148 - integrated
A planning scheme before Amendment VC148 includes:	A planning scheme after VC148, but before the local content is integrated includes:	A fully-integrated PPF, with local content includes:
Clauses 9-19 - SPPF Clauses 20-22 - LPPF • Clause 21 - MSS (including information required under Section 12A(3)(c) of the Act) • Clause 22 - LPP (as relevant)	Clauses 10-19 - PPF Clauses 20-23 - LPPF • Clause 21 - MSS • Clause 22 - LPP (as relevant) • Clause 23 - LPPF Operation (transitional)	Clause 02 - Municipal Planning Strategy Clauses 10-19 - PPF (including state, regional and local planning policy) Clause 74.01 - Application of Zones, Overlays and Provisions (including schedule) Clause 74.02 - Further Strategic Work (including schedule, as relevant)

(Source: *LPPF Translation Manual* (DELWP, March 2020))

DELWP’s Smart Planning Team is leading the implementation of the reforms at a local level. This includes working with councils to translate existing local policy content into the PPF.

An advantage of the revised Framework is the consolidation of state, regional and local policy content within a single area, providing ease of access for scheme users. Areas of duplication between state and local planning policy content have been removed and the size of the scheme has been reduced.

The draft Translation of the Hindmarsh local planning policies into the PPF was provided to Council in the first half of this year. Council’s nominated Officer has reviewed the translated content (including a consolidation and update of the associated background documents and maps) in consultation with a Senior Planner from the Smart Planning Team.

The local policy content has been translated in a policy neutral manner in accordance with principles set out in *A Practitioner’s Guide to Victorian Planning Schemes* to ensure policy content is:

- Within the scope of the Planning and Environment Act 1987 and strategically justified.
- Drafted to be clear and unambiguous.

Feedback from Council Officers has been incorporated into the final draft. The draft Translation has also been reviewed by project adviser John Keaney (Director, Keaney

Planning) who was involved in the development of the Smart Planning policy reforms. This review has been attached to this report for Councillors' information.

The benefits of the Translation are:

- Integrated state, regional and local policy are read together
- Policy on each theme is in one place
- More concise without repeats
- Standardised format

Options:

Council can:

- 1.1 endorse the restructuring of the Hindmarsh Planning Scheme as proposed by the Department of Environment, Land, Water and Planning
 - 1.2 consent under Section 20(5) of the *Planning and Environment Act 1987* (the Act) to the Minister for Planning preparing and approving an amendment to the Hindmarsh Planning Scheme without exhibition under Section 20(4) of the Act to approve the revised planning scheme format.
2. not endorse the translated version of PPF of Hindmarsh Shire Planning Scheme.

Link to Council Plan:

- 3.1.8 – Work regionally/ collaboratively with other organisations.
- 3.1.9 – Review Hindmarsh Planning Scheme

Financial Implications:

There are no financial implications associated with the planning scheme reformatting. The State Government is fully funding this project through DELWP.

Risk Management Implications:

It is considered there are no risks in endorsing this Translation as the Translation has been policy neutral and simply creates a smaller document that is easier to use and understand.

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: Angela Hoy, Director Infrastructure Services

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

Author: Janette Fritsch, Manager Contracts and Development

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

Communications Strategy:

The DELWP Smart Planning Team will be advised in writing of Council's endorsement of the Translation.

RECOMMENDATION:

That Council:

1. ***endorse the restructure of the Hindmarsh Planning Scheme as proposed by the Department of Environment, Land, Water and Planning***
2. ***consent under Section 20(5) of the Planning and Environment Act 1987 (the Act) to the Minister for Planning preparing and approving an amendment to the Hindmarsh Planning Scheme without exhibition under Section 20(4) of the Act to approve the revised planning scheme format.***

MOVED: CRS R Ismay/T Schneider

That Council:

1. ***endorses the restructure of the Hindmarsh Planning Scheme as proposed by the Department of Environment, Land, Water and Planning***
2. ***consents under Section 20(5) of the Planning and Environment Act 1987 (the Act) to the Minister for Planning preparing and approving an amendment to the Hindmarsh Planning Scheme without exhibition under Section 20(4) of the Act to approve the revised planning scheme format.***

CARRIED

Attachments: 16 & 17

10. SPECIAL COMMITTEES

10.1 COVID-19 REVITALISATION REFERENCE GROUP

Responsible Officer: Director Corporate & Community Services

Attachment Numbers: 18 & 19

Introduction:

The Hindmarsh Shire Council COVID-19 Revitalisation Reference Group held meetings on 28 July and 11 August 2020. The purpose of this report is to note the minutes from these meetings. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Hindmarsh Shire Council COVID-19 Revitalisation Reference Group meetings held on 28 July and 11 August 2020.

MOVED: CRS D Colbert/R Ismay

That Council notes the minutes of the Hindmarsh Shire Council COVID-19 Revitalisation Reference Group meetings held on 28 July and 11 August 2020.

CARRIED

Attachment: 18 & 19

11. LATE REPORTS

12. URGENT BUSINESS

MOVED: CRS T Schneider/D Nelson

That a report be presented to the September or October Council meeting providing an update on the Wimmera River Discovery Trail progress.

CARRIED

13. CONFIDENTIAL REPORTS

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

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

RECOMMENDATION:

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

13.1 Hardship Application

13.2 Contract No. 2020-2021-01 – Panel for the Provision of Town Planning and Associated Services

13.3 Chief Executive Officer Appraisal 2019/20

MOVED: CRS R Ismay/R Lowe

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

13.1 Hardship Application

13.2 Contract No. 2020-2021-01 – Panel for the Provision of Town Planning and Associated Services

13.3 Chief Executive Officer Appraisal 2019/20

CARRIED

RECOMMENDATION:

That Council resumes in open session, releasing the details of items 13.1 and 13.2 as deemed appropriate by the CEO.

MOVED: CRS T Schneider/D Nelson

That Council resumes in open session, releasing the details of items 13.1 and 13.2 as deemed appropriate by the CEO.

CARRIED

14. MEETING CLOSE

There being no further business Cr R Gersch declared the meeting closed at 3:56pm.

Rainbow Lake Association Inc.
8 Cust St
Rainbow 3424

Hindmarsh Shire Council
PO Box 250
Nhill 3418

Dear Mayor Gersch and Councillors

I am writing to you on behalf of the Rainbow Lake Association Inc. and appreciate your consideration of this letter.

As you would be aware, The Rainbow Lake Association has been transferred the deed to a decommissioned reservoir at the south end of town, to develop into a recreational lake for fishing, non-motorised water sports and camping. There is a lot of enthusiasm in the town for this project, as we currently have no immediate access to recreational water. This project will breathe new life into tourism in the town, as well as offering locals a wonderful leisure resource.

We have received a substantial grant from Fisheries Victoria to do the necessary earthworks to make this area accessible for all to use, which is very exciting for us.

Unfortunately, we have recently been told the land on which the reservoir sits may need to be rezoned before we are able to do the earthworks and create this wonderful space. Obviously, this would be costly and time consuming, and will exceed the financial resources we have available to us. We are seeking any support that council can provide us to assist with the process, both financial and procedural.

A lot of work has already gone into this project, and the townspeople have been extremely generous with contributing to fundraising. Both young and old residents are looking forward to the lake being filled. It would be terribly disappointing for the residents of Rainbow if we had to abandon the plan or postpone it for a substantial amount of time due to this zoning issue.

Thank you for your consideration and we look forward to your support for the residents and township of Rainbow.

With Thanks,

Ella Clarke
Secretary, Rainbow Lake Association Inc.

ASSESS #	
ACTION	
INFO	EA
X REF	

RECEIVED

7 SEP 2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MC20-022616

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

Dear Mr Wood

Thank you for your correspondence of 28 July 2020 concerning the Hindmarsh Shire Council's request for a visa medical clinic in your immediate area. The Acting Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs, the Hon Alan Tudge MP, has asked that I respond on his behalf.

You suggested that a visa medical clinic be established in the Wimmera Region of Victoria to alleviate the time, costs and perceived risks associated with new residents and migrants having to travel to larger centres such as Bendigo or Mildura to undertake their Immigration Medical Examination.

The Department of Home Affairs has a contract with Bupa Health Services Pty Ltd (Bupa) for the provision of visa and migration medical services, which commenced in 2014. Bupa operates six purpose-built visa medical centres in metropolitan locations, supplemented by a network of 33 subcontracted partner clinics in regional locations across Australia.

In order to ensure high quality outcomes and appropriately manage associated integrity risks, it is not practical to locate clinics in every major town or city in Australia. Instead, a network of partner clinics are strategically located nationally, taking into consideration a number of factors, including ensuring that the relative geographical location of each clinic effectively services clients within the broader region and as much as possible, minimises travel distances.

The regional clinic in Bendigo is situated closest to the Wimmera Region of Victoria, and I note that it is centrally located to be able to service applicants located in the surrounding areas, including Echuca, Shepparton, Ballarat and Nhill.

I understand the following additional factors were also considered in determining the current clinic locations:

- the volume of cases being assessed in each region;
- availability of appropriate services, noting that accredited radiology and pathology services are required; and
- identification of a high quality and reliable provider interested in partnering with Bupa.

Notwithstanding the above, I can advise that Bupa is reviewing and assessing current clinic locations to ensure that they continue to appropriately meet client demand, taking into account population growth projections, as well as migration growth outlook.

As part of this review, the location of the current clinics in regional Victoria will be reassessed and the concerns raised by the Hindmarsh Shire Council will be noted.

Thank you for raising this matter.

Yours sincerely



JASON WOOD

26 / 8 / 2020



Victorian
Farmers
Federation

16 September 2020

Cr Rob Gersch
92 Nelson Street,
Nhill Victoria 3418
Via email: rgersch@hindmarsh.vic.gov.au

Dear Cr Gersch,

Re: A-double access in Hindmarsh Shire

On behalf of the Victorian Farmers Federation (VFF) Grains Group I would urge Hindmarsh Shire to gazette access for a-double roadtrains on local roads in the Hindmarsh Shire.

Improved heavy vehicle access is critical for the productivity and profitability of the Australian grain industry. Supply chain costs are typically the single largest cost in grain production, directly impacting the profitability of Australian farmers and threatening the global competitiveness of Australian grain.

Under the new National Road Train Notice, A-Double vehicles up to 36.5 metres long will be permitted to operate on set routes within North West Victoria without a permit.

The VFF would urge Hindmarsh Shire to follow Mildura Rural City Council in extending this access to local roads to maximise the potential productivity benefits.

As a key grain growing region, extending road train access to local roads will remove red tape for local growers having to apply for permits and reduce supply chain costs for transporting grain to market.

It is important to note that the transport of bulk commodities associated with grain farming differs from other industries such as dairy, in that the locations required for heavy vehicle access will vary year to year rather than the fixed collection point of a dairy and it is typically the grain growers who will bear the costs of permits, as truck ownership is high amongst grain farmers.

The recent success of the current Temporary Drought Road Train Notice has highlighted that A-Doubles can safely operate in the region, whilst removing trucks from the road and improving productivity.

The VFF Grains Group looks forward to working with Hindmarsh Shire on this matter.



Victorian
Farmers
Federation

Further information on specific matters mentioned in this letter can be provided on request and all enquiries should be directed to Annabel Mactier, Grains Senior Policy Advisor, on 0408 567 321 or by email (amactier@vff.org.au).

Yours sincerely,

Ashley Fraser
President, Victorian Farmers Federation Grains Group



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 19 August 2020

Time: 2:00pm – 3:00pm

Assembly Location: Nhill Memorial Community Centre, 77-79 Nelson Street, Nhill VIC 3418

Present:

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

Apologies:

In Attendance:

Mr Greg Wood (Chief Executive Officer) items 1 to 4, Ms Monica Revell (Director Corporate Community Services) items 1 to 4, Ms Angela Hoy (Director Infrastructure Services) items 1 to 4, Ms Shauna Johnson (Executive Assistant) items 1 to 4, Ms Janette Fritsch (Manager Contracts and Development) item 1 to 1, Ms Helen Thomson (Manager Governance and Human Services) items 1 to 4 and Mr Jeff Woodward (Tourism Officer) items 1 to 4.

Conflict of Interest Disclosures

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

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

Councillors:

Nil

Officers:

Nil

Matters Discussed:

No.	Detail
1.	HSC PLANNING SCHEME – TRANSLATION OF LOCAL PLANNING FRAMEWORK
2.	GENERAL BUSINESS
3.	QUESTIONS/DISCUSSION ON COUNCIL AGENDA
4.	BREAK

Completed by: Greg Wood

Signed:



Date: 19/08/2020

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.



LEASE TO USE COUNCIL FACILITIES

PREMISES: 8 ROY STREET, JEPARIT

Hindmarsh Shire Council ('Council')

and

JEPARIT RURAL COMMUNITY CENTRE INCORPORATED

Effective: 1 October 2020

Expires: 30 September 2021

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SCHEDULE

Item 1	Council:	Hindmarsh Shire Council of 92 Nelson Street, Nhill Vic 3418
Item 2	Tenant:	Jeparit Rural Community Centre Incorporated
Item 3	Premises:	8 Roy Street, Jeparit, being part of the land and building as shown on the plan attached to this Lease as Annexure B
Item 4	Commencement Date:	The first day of October 2020
Item 5	Term:	From 1 October 2020 to 30 September 2021 (one year lease)
Item 6	Rent:	\$520 (plus GST) per annum, payable \$40 four-weekly in advance
Item 7	Permitted Use:	Provision of community and educational programs.
Item 8	Special Conditions	The property is leased as is. Cleaning, care and general maintenance are the responsibility of the lessee.

Lease

EXECUTED by the parties this _____ day of _____ 2020.

SIGNED ON BEHALF OF THE)
HINDMARSH SHIRE COUNCIL BY)

.....
Chief Executive Officer

Date:

SIGNED ON BEHALF OF)
JEPARIT RURAL COMMUNITY CENTRE INCORPORATED ON BY)

.....
Authorised Officer

Date:.....

1. DEFINITIONS

In this Lease unless expressed or implied to the contrary:

Adjustment has the same meaning given to that term in the GST Act.

Adjustment Note has the same meaning given to that term in the GST Act.

Commencement Date means the date specified in schedule Item 4

Consideration means consideration payable under this Lease in return for a Taxable Supply, but does not include any amount on account of GST.

Council means the Council specified in schedule Item 1 and includes the Council's successors and assigns and where it is consistent with the context includes the Council's employees and agents.

GST Act means *A New Tax System (Goods and Services Tax) Act 1999* (as amended).

GST has the same meaning given to that term in the GST Act.

Input Tax Credit has the same meaning given to that term in the GST Act, but also includes a reduced input tax credit under Division 70 and an adjusted input tax credit under Division 132 of the GST Act.

Item means an item in the Lease Particulars.

Council's Fixtures means all fittings, fixtures, and chattels contained in the Premises at the Commencement Date or installed by the Council during the Term.

Lease Particulars means the schedule of Items specified on the page at the front of this Lease.

Lettable Area(s) means the lettable area of the Land assessed for Rates and Taxes as determined by a surveyor engaged by the Council.

Permitted Use means the use specified in schedule Item 7.

Premises means the premises specified in schedule Item 3 and includes the Council's Fixtures.

Rates and Taxes means the rates, taxes, charges and levies specified in clause 5.

Recipient has the same meaning given to that term in the GST Act.

Rent means the amount specified in schedule Item 6 as reviewed, adjusted or increased under this Lease.

Small Business Commissioner means the Small Business Commissioner referred to in the Act.

Special Conditions means the conditions referred to in schedule Item 8.

Supply has the same meaning given to that term in the GST Act.

Supplier means the entity making a Supply to the Recipient.

Tax Invoice has the same meaning given to that term in the GST Act.

Taxable Supply has the same meaning given to that term in the GST Act.

Tenant means the Tenant specified in schedule Item 2 and includes the Tenant's successors and assigns and where it is consistent with the context includes the Tenant's employees, contractors, agents, invitees and persons the Tenant allows in the Premises.

Tenant's Property means all property in the Premises including all fixtures and fittings owned or leased by the Tenant but excluding the Council's Fixtures.

Term means the term specified in schedule Item 5 and includes any period of overholding.

2. CONDITION PRECEDENT

Where applicable, the grant of this Lease is subject to the Council giving notice of its intention to grant this Lease and resolving to grant this Lease pursuant to the requirements of the *Local Government Act 1989 (Vic)*.

3. DURATION OF THE LEASE

Term

This Lease is for the Term starting on the Commencement Date.

Overholding

If the Tenant continues in occupation of the Premises after the end of the Term, without objection by the Council:

- 3.1 the Tenant occupies the Premises subject to the same terms and conditions as contained in this Lease (rental \$520 per year);
- 3.2 Council or the Tenant may end this Lease during any period of overholding by giving 30 days' written notice to the other party expiring at any time; and
- 3.3 the Council may increase the monthly rent by giving the Tenant one month's written notice.

4. PAYMENT OF RENT

The Tenant must pay the Rent to the Council at the Council's address specified in Item 1 of the Schedule to this agreement (or to any other address or in any other way that the Council notifies to the Tenant).

5. RATES TAXES AND SERVICES

Rates and Taxes

- 5.1 The Tenant must pay when due the items listed in Annexure B and Annexure C that are the Tenant's responsibility.
- 5.2 If Council pays any of the items in Annexure B and Annexure C that are the Tenant's responsibilities, then the Tenant must reimburse Council.

Services

Council can request that the Tenant have at the Tenant's cost separate meters for any service.

6. GST

GST Exclusive

Except as otherwise provided by this clause, all Consideration payable under this Lease in relation to any Supply is exclusive of GST.

Increase in Consideration

To the extent that any Supply under this Lease constitutes a Taxable Supply, the Consideration payable by the Recipient to the Supplier will be increased by the applicable amount of GST (**GST Amount**), which must be calculated by multiplying the amount upon which GST is payable by the prevailing rate of GST.

Payment of GST

Any GST Amount must be paid by the Recipient to the Supplier at the same time and in the same manner as the relevant Consideration is paid or given under this Lease, without any right of set-off or deduction (unless otherwise provided in this Lease).

Reimbursements

If this Lease requires the Recipient to pay, reimburse or contribute to any expense, loss or outgoing suffered or incurred by the Supplier (**Relevant Expense**), the amount which the Recipient must pay, reimburse or contribute will be the amount net of any Input Tax Credits to which the Supplier is entitled in respect of the Relevant Expense, together with any GST Amount if the payment, reimbursement or contribution constitutes a Taxable Supply by the Supplier to the Recipient.

Tax Invoice

The Supplier must provide to the Recipient a valid Tax Invoice at or prior to the time of payment of any amount.

Adjustments & Adjustment Notes

To the extent that any Adjustment occurs in relation to a Taxable Supply, the Supplier must issue an Adjustment Note to the Recipient within seven (7) days of becoming aware of the Adjustment, and any payment necessary to give effect to such Adjustment must be made within seven (7) days after the date of receipt of the Adjustment Note.

7. THE TENANTS OBLIGATIONS – THE PROPERTY

The Tenant must:

- 7.1 Comply with all obligations set in Annexure B;
- 7.2 keep the property clean and free from all rubbish and debris;
- 7.3 keep the property in good repair and condition, fair wear and tear and structural damage excepted unless such damage is caused by the Tenant's negligence;
- 7.4 immediately report to Council any damage to the property and the Tenant must make good any damage caused to the property by the Tenant or the Tenant's members or by any person the Tenant invites into the property or permit to use the property;
- 7.5 keep the property locked and secure against unauthorised entry;
- 7.6 permit Council to inspect the property by appointment;
- 7.7 do all things set out in Annexure B as further responsibilities of the Tenant.

The Tenant must not:

- 7.8 change the locks on any door or window of the property without Council's written consent;
- 7.9 make any significant alterations or additions to the property that require a building permit without Council's written consent;
- 7.10 attach any large fixtures, plant, equipment or signs to the property without Council's written consent.

Notice to do works

- 7.11 If Council consents to the Tenant making significant alterations or additions to the property, then the Tenant must comply with any directions that Council gives regarding the alterations or additions.
- 7.12 If Council requires the Tenant to do anything to the property by notice, then the Tenant must do this within the time required by the notice and if the Tenant does not then Council can enter the property and undertake the work required by the notice and recover from the Tenant any cost or expense that Council may incur.
- 7.13 If Council considers that any work needs to be done to the property that the Tenant is not obliged to do, then the Tenant must permit Council to enter the property to do this work on reasonable notice. The timing, nature, manner and undertaking of the works will be at Council's discretion.

Indemnity for damage or injury

- 7.14 The Tenant must indemnify Council in respect of any liability for damage or personal injury arising on the property or as a result of any use of the property.
- 7.15 The Tenant releases Council from any claim the Tenant may have now or in the future against Council as a result of the presence of any contamination on the property.

Public liability

The Tenant must maintain a public liability policy of insurance for the property for \$10 million for any single claim or such higher amount that Council may require. The policy must cover loss or injury to the Tenant's members and guests and all persons, groups, clubs or associations that use or occupy the property with the Tenant's permission. The policy must be in the Tenant's name and also in the name of Council. If Council asks, the Tenant must produce the insurance policy, receipts for payment of premiums or other evidence of this insurance.

Contents insurance

The contents of the property are at the Tenant's risk.

8. THE TENANT OBLIGATIONS - USE OF THE PROPERTY

Permitted use

- 8.1 The Tenant can use eastern side of the property for the purpose of the provision of community and educational programs. The Tenant must actively and continuously use the property for these purposes during the Lease period. The Tenant must not use or allow the property to be used for any other purpose.
- 8.2 The Tenant must obtain all permits, approvals and leases required for the use allowed by this Lease.

Prohibited activities

The Tenant must not use the property or permit any person to use the property:

- 8.3 for any purpose which is not permitted without Council's consent;
- 8.4 for any illegal activity;
- 8.5 in a way which causes a public or private nuisance;
- 8.6 in a way which causes disturbance to Council or any other Lessee or any other person using the building;
- 8.7 for any activity or in any way which has been prohibited by Council by notice to the Tenant;
- 8.8 to store inflammable explosive or dangerous articles on the property;
- 8.9 for the sale of liquor or for any gaming or gambling activities without Council's consent;
- 8.10 as a residence or for residential purposes.
- 8.11 for smoking in an enclosed area.

Compliance

The Tenant must comply with:

- 8.12 all laws relating to the property or the use of the property;
- 8.13 any lawful notice, order or requirement with respect to the property or the use of the property;
- 8.14 all occupational health and safety policies applicable to the building at any time, including any policy of Council.

The Tenant must ensure that all activities conducted by the Tenant or the others on the property are properly and competently supervised for the safety of participants and the preservation of good order.

Use by Council

The Tenant agrees to allow Council or Council's employees to enter the building at any time for the purposes of building maintenance and/or building inspection for the assessment of works to be undertaken.

Use by Council Committees

The Tenant agrees to allow Council Committees the use of the western side of the building to hold meetings.

9. DEALING WITH INTEREST IN THE PREMISES

The Tenant must not give up possession of the Premises including assigning this Lease, sub-lease the Premises or granting to any person a licence or concession in respect of the Premises.

10. TENANT'S OBLIGATIONS AT THE END OF THIS LEASE

Tenant's Obligations

At the end of this Lease, the Tenant must:

- 10.1 vacate the Premises and give them back to the Council in a condition consistent with the Tenant having complied with its obligations under this Lease;

- 10.2 remove the Tenant's Property (including all signs and lettering) and reinstate the Premises in the condition the Premises were in prior to the installation of the Tenant's Property including making good any damage caused by the removal of the Tenant's Property; and
- 10.3 give to the Council all keys and other security devices for the purposes of obtaining access to the Premises.

Tenant's Property Left in Premises

Anything left in the Premises after fourteen (14) days of the end of this Lease will be deemed to be abandoned by the Tenant and will become the property of the Council and may be removed by the Council at the Tenant's cost and at the Tenant's risk.

11. COUNCIL'S RESPONSIBILITIES

Council must comply with all its obligations set out in Annexure B and Annexure C.

Council must permit the Tenant to occupy the property during the Lease period of the Lease without interruption subject to the Lease periods of this Lease and while the Tenant is not in default.

12. TERMINATION OF LEASE

Re-entry

The Council may re-enter the Premises and terminate this Lease if:

- 12.1 any part of the Rent is in arrears for 28 days (whether or not the Council has demanded payment); or
- 12.2 the Tenant breaches this Lease and does not remedy the breach within 28 days of receipt of written notice from the Council.

Damages following Determination

If this Lease is terminated by the Council, the Tenant agrees to compensate the Council for any loss or damage the Council suffers arising in connection with the Tenant's breach of this Lease including the loss of the benefit of the Tenant performing its obligations under this Lease up to the expiration of the Term.

Essential Terms

The essential terms of this Lease are clauses 3, 4, 5, 6, 7, 8 and Annexures B and C attached. The breach of an essential term is a repudiation of this Lease.

No Deemed Termination

If the Tenant vacates the Premises, the Council will not be deemed to have terminated this Lease merely by the acceptance of keys from the Tenant, entry into the Premises for any purpose, or the showing of the Premises to prospective tenants or purchasers. This Lease will be deemed to continue until such time as the Council gives notice to the Tenant terminating this Lease, or otherwise agrees with the Tenant that this Lease is terminated.

13. DAMAGE OR DESTRUCTION OF THE PROPERTY

Reinstatement of Premises

If the property is damaged or destroyed other than as a result of the Tenant's default so as to be wholly or partially unfit for use, then:

- 13.1 Council may choose to reinstate the property and in that event must give the Tenant notice of Council's choice and undertake the repairs or building within a reasonable time.
- 13.2 If Council has not chosen to reinstate the property then either party may end this Lease by written notice to the other party.
- 13.3 This Lease and the Tenant's obligations under it are suspended for the period while the property is unfit for use. Council is not obliged to reinstate the property in the same form as they existed before destruction or damage.

14. GENERAL

Notice

- 14.1 Any notice required by this Lease must be in writing.
- 14.2 A notice to the Tenant may be served on the Tenant personally or by leaving it at or posting it to the property.
- 14.3 A notice to Council must be given to Council by leaving it at or posting it to the Council's offices at 92 Nelson Street, Nhill VIC 3418.

Severability

If a paragraph in this Lease is unenforceable, it does not affect whether any other paragraph is enforceable.

Disputes

The parties to this Lease must endeavour to resolve any disputes through negotiation. If a dispute cannot be resolved by negotiation, then a determination in writing by the Council will bind the parties.

Time of Service

A notice or other communication is deemed served:

- 14.4 if served personally or left at the person's address, upon service;
- 14.5 if posted, two (2) business days after being posted;
- 14.6 if sent via e-mail at the time sent;
- 14.7 if served by facsimile transmission, subject to the next sub-clause, at the time indicated on the transmission report produced by the sender's facsimile machine indicating that the facsimile was sent in its entirety to the addressee's facsimile machine; and
- 14.8 if received after 6.00 pm in the place of receipt or on a day which is not a business day, at 9.00 am on the next business day.

Entire Understanding

This Lease and the Disclosure Statement (if any) contains the entire understanding between the parties as to the subject matter contained in it. All previous agreements, representations, warranties, explanations and commitments, expressed or implied, affecting this subject matter are superseded by this Lease and have no effect.

Waiver

If the Council accepts the Rent or any other monies under this Lease (before or after the end of this Lease) or does not exercise or delays exercising any of the Council's rights under this

Lease, it will not be a waiver of the breach of this Lease by the Tenant or of the Council's rights under this Lease.

15. INTERPRETATION

Governing Law and Jurisdiction

This Lease is governed by and is to be construed in accordance with the laws of Victoria. Each party irrevocably and unconditionally submits to the non-exclusive jurisdiction of the courts of Victoria and waives any right to object to proceedings being brought in those courts.

Persons

In this Lease, a reference to a person includes a firm, partnership, association, corporation or other corporate body.

Joint and Several

If a party consists of more than one (1) person, this Lease binds them jointly and each of them severally.

Legislation

In this Lease, a reference to a statute includes regulations under it and consolidations, amendments, re-enactments or replacements of any of them.

Clauses and Headings

In this Lease:

- 15.1 a reference to a clause, schedule or annexure is a reference to a clause, schedule or annexure in or to this Lease; and
- 15.2 headings and sub-headings are inserted for ease of reference only and do not affect the interpretation of this Lease.

Severance

In this Lease:

- 15.3 if a provision is held to be illegal, invalid, void, voidable or unenforceable, that provision must be read down to the extent necessary to ensure that it is not illegal, invalid, void, voidable or unenforceable; and
- 15.4 if it is not possible to read down a provision as required in this clause, that provision is severable without affecting the validity or enforceability of the remaining part of that provision or the other provisions in this Lease.

Number and Gender

In this Lease, a reference to:

- 15.5 the singular includes the plural and vice versa; and
- 15.6 a gender includes the other genders.

ANNEXURE A
LOCATION MAP



ANNEXURE B

MAINTENANCE RESPONSIBILITIES

The roles and responsibilities of Lessee and Council and in relation to the usage of leased facilities are outlined below.

ITEM	LESSEE RESPONSIBILITY	COUNCIL RESPONSIBILITY
General	<ul style="list-style-type: none"> • Cleaning, care and general maintenance. • Report any breakages resulting from RPA activities to Council immediately. RPA to meet all repair costs. • Seek Council approval for any modifications to grounds or building. • Removal of all rubbish. • Maintain grounds and buildings. • Report to Council any issues related to these key aspects. 	<ul style="list-style-type: none"> • Undertake annual maintenance audit. • Assess all requests as submitted.
Air cooling and heating	<ul style="list-style-type: none"> • General maintenance and servicing. • Pay all gas and electricity bills where applicable. 	
Fire extinguishers	<ul style="list-style-type: none"> • Lessee to pay for recharge if discharged unnecessarily. • Cost of annual maintenance check and replacement due to age. • Arrange annual maintenance check. 	
Keys and locks	<ul style="list-style-type: none"> • Maintain a register of key holders and notify Council of loss of keys or changes to key holders. • Cost of repairs and replacement due to misuse. 	<ul style="list-style-type: none"> • To install and maintain all locks. • Keys supplied to authorised representatives.
Pest Control	<ul style="list-style-type: none"> • Maintain a clean and hygienic facility. • Arrange and pay for pest control where required. 	<ul style="list-style-type: none"> • Council will be responsible for annual termite inspection.
Utilities – Power, Phone, Gas, Water	<ul style="list-style-type: none"> • All payments. 	
Insurance	<ul style="list-style-type: none"> • Responsible for arranging and paying for public liability and contents insurance. 	<ul style="list-style-type: none"> • Council will ensure appropriate building insurance coverage.

ANNEXURE C

ADDITIONAL RESPONSIBILITY OF THE LESSEE

The roles and responsibilities of the Lessee and Council and in relation to the usage of the property are outlined below.

	LESSEE % LIABILITY	COUNCIL LIABILITY
RATES AND TAXES		
Council		N/A
Fire Services Levy	100%	
Waste removal	100%	
UTILITY SERVICES		
Telephone	100%	
Water & sewerage consumption	100%	
Gas	100%	
Electricity	100%	
OTHER		
Building replacement insurance		100%
Contents insurance	100%	
Public Liability insurance	100%	



Annual Financial Report

For the Year Ended 30 June 2020

Hindmarsh Shire Council

Financial Report

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Certification of the Financial Statements

In my opinion, the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Planning and Reporting) Regulations 2014*, the Australian Accounting Standards and other mandatory professional reporting requirements.

Mrs Monica Revell
Director Corporate & Community Services

Date : 23-Sep-20
Nhill

In our opinion the accompanying financial statements present fairly the financial transactions of Hindmarsh Shire Council for the year ended 30 June 2020 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances that would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in their final form.

Cr Robert Gersch
Councillor
Date : 23-Sep-20
Nhill

Cr David Colbert
Councillor
Date : 23-Sep-20
Nhill

Mr Greg Wood
Chief Executive Officer
Date : 23-Sep-20
Nhill

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Comprehensive Income Statement For the Year Ended 30 June 2020

	Note	2020 \$'000	2019 \$'000
Income			
Rates and charges	3.1	8,829	8,650
Statutory fees and fines	3.2	208	190
User fees	3.3	1,358	1,049
Grants - operating	3.4	10,372	10,491
Grants - capital	3.4	3,763	2,896
Contributions - monetary	3.5	241	63
Net gain (or loss) on disposal of property, infrastructure, plant and equipment	3.6	60	39
Share of net profits (or loss) of associates and joint ventures	6.2	(74)	5
Other income	3.7	1,909	1,632
Total income		26,666	25,015
Expenses			
Employee costs	4.1	(7,292)	(6,388)
Materials and services	4.2	(7,655)	(10,970)
Depreciation	4.3	(5,416)	(5,071)
Other expenses	4.5	(1,536)	(1,393)
Total expenses		(21,899)	(23,822)
Surplus/(deficit) for the year		4,767	1,193
Total comprehensive result		4,767	1,193

The above comprehensive income statement should be read in conjunction with the accompanying notes.

Balance Sheet
As at 30 June 2020

	Note	2020 \$'000	2019 \$'000
Assets			
Current assets			
Cash and cash equivalents	5.1	11,033	11,877
Trade and other receivables	5.1	999	2,085
Inventories	5.2	328	291
Other assets	5.2	249	190
Total current assets		12,609	14,443
Non-current assets			
Trade and other receivables	5.1	2	2
Investments in associates, joint arrangements and subsidiaries	6.2	410	484
Property, infrastructure, plant and equipment	6.1	162,650	158,061
Total non-current assets		163,062	158,547
Total assets		175,671	172,990
Liabilities			
Current liabilities			
Trade and other payables	5.3	916	2,875
Unearned Revenue	5.3	525	
Trust funds and deposits	5.3	88	32
Provisions	5.4	2,097	1,751
Total current liabilities		3,626	4,658
Non-current liabilities			
Provisions	5.4	259	269
Total non-current liabilities		259	269
Total liabilities		3,885	4,927
Net assets		171,786	168,063
Equity			
Accumulated surplus		69,134	65,411
Reserves	9.1	102,652	102,652
Total Equity		171,786	168,063

The above balance sheet should be read in conjunction with the accompanying notes.

Statement of Changes in Equity For the Year Ended 30 June 2020

2020	Note	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000
Balance at beginning of the financial year		168,063	65,411	102,652
Impact of change in accounting policy - AASB 1058 Income of Not-for-Profit Entities	10	(1,044)	(1,044)	-
Adjusted Opening balance		<u>167,019</u>	<u>64,367</u>	<u>102,652</u>
Surplus/(deficit) for the year		4,767	4,767	-
		<u>171,786</u>	<u>69,134</u>	<u>102,652</u>
Balance at end of the financial year		<u>171,786</u>	<u>69,134</u>	<u>102,652</u>

2019		Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000
Balance at beginning of the financial year		166,870	64,218	102,652
Surplus/(deficit) for the year		1,193	1,193	-
Balance at end of the financial year		<u>168,063</u>	<u>65,411</u>	<u>102,652</u>

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows
For the Year Ended 30 June 2020

	2020	2019
	Inflows/ (Outflows)	Inflows/ (Outflows)
Note	\$'000	\$'000
Cash flows from operating activities		
Rates and charges	9,397	8,712
Statutory fees and fines	208	7
User fees	2,189	196
Grants - operating	10,403	10,491
Grants - capital	2,628	2,896
Contributions - monetary	241	63
Interest received	90	182
Trust funds and deposits	(24)	(147)
Other receipts	1,819	1,451
Net GST refund/payment	354	-
Employee costs	(6,957)	(6,224)
Materials and services	(1,632)	(9,542)
Other payments	(9,615)	(1,545)
Net cash provided by/(used in) operating activities	9,101	6,540
Cash flows from investing activities		
Payments for property, infrastructure, plant and equipment	6.1 (10,093)	(6,165)
Proceeds from sale of property, infrastructure, plant and equipment	148	274
Net cash provided by/(used in) investing activities	(9,945)	(5,891)
Cash flows from financing activities		
Net increase (decrease) in cash and cash equivalents	(844)	649
Cash and cash equivalents at the beginning of the financial year	11,877	11,228
Cash and cash equivalents at the end of the financial year	11,033	11,877
Financing arrangements	5.6	
Restrictions on cash assets	5.1	

The above statement of cash flows should be read in conjunction with the accompanying notes.

**Statement of Capital Works
For the Year Ended 30 June 2020**

	Note	2020 \$'000	2019 \$'000
Property			
Buildings		1,218	503
Total property		<u>1,218</u>	<u>503</u>
Plant and equipment			
Plant, machinery and equipment		2,796	1,064
Fixtures, fittings and furniture		137	19
Total plant and equipment		<u>2,933</u>	<u>1,083</u>
Infrastructure			
Roads		4,462	3,421
Bridges		725	26
Footpaths and cycleways		249	91
Drainage		99	66
Kerb & Channel		-	502
Other infrastructure		407	473
Total infrastructure		<u>5,942</u>	<u>4,579</u>
Total capital works expenditure		<u>10,093</u>	<u>6,165</u>
Represented by:			
New asset expenditure		1,687	1,813
Asset renewal expenditure		4,642	3,180
Asset upgrade expenditure		3,764	1,172
Total capital works expenditure		<u>10,093</u>	<u>6,165</u>

The above statement of capital works should be read in conjunction with the accompanying notes.

OVERVIEW

Introduction

The Hindmarsh Shire Council was established by an Order of the Governor in Council on 20 January 1995 and is a body corporate.

The Council's main office is located at 92 Nelson Street, Nhill, Victoria.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgement has been exercised in considering the impacts that the Coronavirus (COVID-19) pandemic has had, or may have, on Council based on known information. The consideration extends to the nature of services offered, facilities and assets Council manages and operates, Council staffing, ratepayers and the geographic area that council operates in. They key area of estimate and judgement associated with COVID-19 and Council's financial statements, is detailed in Note 6.2 regarding fair value of property, infrastructure, plant and equipment

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of employee provisions (refer to Note 5.5)
- the determination of landfill provisions (refer to Note 5.5)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of *AASB 15 Revenue from Contracts with Customers* or *AASB 1058 Income of Not-for-Profit Entities* (refer to Note 3)
- the determination, in accordance with *AASB 16 Leases*, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8)

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation (except where transitional requirements of *AASB 15 Revenue from Contracts with Customers*, *AASB 16 Leases* and *AASB 1058 Income of Not-for-Profit Entities* do not require restatement of comparatives under the modified retrospective approach adopted by the Council), and disclosure has been made of any material changes to comparatives.

Note 1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$100,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

1.1 Income and expenditure

	Budget 2020 \$'000	Actual 2020 \$'000	Variance 2020 \$'000	Variance 2020 %	Ref
Income					
Rates and charges	8,816	8,829	13	0	
Statutory fees and fines	115	208	93	81	1
User fees	802	1,358	556	69	2
Grants - operating	3,346	10,372	7,026	210	3
Grants - capital	3,622	3,763	141	4	4
Contributions - monetary	72	241	169	235	5
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	403	60	(343)	(85)	
Share of net profits/(losses) of associates and joint ventures	-	(74)	(74)	-	
Other income	1,649	1,909	260	16	6
Total income	18,825	26,666	7,841		
Expenses					
Employee costs	6,943	7,292	(349)	(5)	7
Materials and services	4,337	7,655	(3,318)	(77)	8
Depreciation	5,199	5,416	(217)	(4)	
Other expenses	2,109	1,536	573	27	9
Total expenses	18,588	21,899	(3,311)		
Surplus/(deficit) for the year	237	4,767	11,152	47	

(i) Explanation of material variations

- 1 Statutory fees and fines are higher than budgeted largely due to a number of fire prevention fines being issued.
- 2 User fees are higher than budgeted due to additional income from community care services, meals on wheels, private works (including the regional roads victoria contract), and caravan parks.
- 3 Grants - operating are significantly higher than budgeted due to the early payment of the Commonwealth financial assistance grant, unbudgeted grant funds for disaster support and relief, early years grants for a central enrolment program and local planning and change management, and community activation and social isolation grant.
- 4 Grants - capital is under budget due to the timing of milestone payments for the building better regions grant.
- 5 Contributions are higher than budgeted due to contributions towards heating and cooling at Rainbow MECCA, Dimboola boating pontoon, Dimboola football netball club female friendly changerooms, and road works on boundary roads with a neighbouring council.
- 6 Other income is higher than budgeted due to recoupsments for insurance claims and scrap metal sales.
- 7 Employee costs are over budget due to additional staff employed during the year on specific projects including library coordination and the Working for Victoria program. Community Care salaries are over budget due to increased demand on the service.
- 8 Materials and services are over budget due to payments in relation to flood recovery works.
- 9 Other expenses are under budget due to a number of small variances including bank charges, council contributions, waste charges, audit fees, and advertising.

1.2 Capital works

	Budget 2020 \$'000	Actual 2020 \$'000	Variance \$'000	Variance %	Ref
Property					
Buildings	800	1,218	418	52	1
Total property	800	1,218	418	52	
Plant and equipment					
Plant, machinery and equipment	2,159	2,796	637	30	2
Fixtures, fittings and furniture	18	137	119	661	3
Total plant and equipment	2,177	2,933	756	0	
Infrastructure					
Roads	4,912	4,462	(450)	(9)	4
Bridges	-	725	725	100	5
Footpaths and cycleways	1,070	249	(821)	(77)	6
Drainage	150	99	(51)	(34)	7
Other infrastructure	576	407	(169)	(29)	8
Total infrastructure	6,708	5,942	(766)	(0)	
Total capital works expenditure	9,685	10,093	408	0	
Represented by:					
New asset expenditure	1,188	1,687	499	42	
Asset renewal expenditure	4,288	4,642	354	8	
Asset upgrade expenditure	4,209	3,764	(445)	(11)	
Total capital works expenditure	9,685	10,093	408	0	

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Buildings	Buildings are over budget due to significant carry forward for the Dimboola library project and e-waste sheds. A grant opportunity arose for restoration works at Yurunga Homestead.
2	Plant, machinery and equipment	Items of plant budgeted for 2018/19 were carried forward and purchased in 2019/20 including new Flocon truck.
3	Fixtures, fittings and furniture	Carry forward from grant funds was allocated towards the purchase of laptops and ipads for use in Council libraries. Recurrent building maintenance was reallocated towards the purchase of a new security system at the Nhill office.
4	Roads	A number of reconstruction projects were not completed during 2019/20 including Charles street Jeparit, Antwerp Woorak Road and Tarranyurk West Road.
5	Bridges	Work on Albacutya bridge and Outlet creek was carried over from previous years.
6	Footpaths and cycleways	Work on the Wimmera River Discovery trail was not completed during 2019/20 and will be carried out over a couple of years.
7	Drainage	Drainage works undertaken during 2019/20 were significantly under budget due to Council being able to complete the Broughton Road culvert utilising high quality second hand culverts.
8	Other infrastructure	Other infrastructure is under budget due to number of small savings and projects not being completed during 2019/20 including town entry and tourism signage.

Note 2 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

2 (a) Community Liveability

Community Liveability focuses on achieving an actively engaged community, providing a range of effective and accessible services to support the health and wellbeing of our community, and promoting a community that is physically active with access to a wide range of leisure, sporting and recreation facilities.

Built and Natural Environment

Built and Natural environment focuses on provision of well maintained physical assets and infrastructure to meet community and organisational needs. A community that reduces its reliance on water and manages this resource wisely. A healthy natural environment and a community living more sustainably.

Competitive and Innovative Economy

A strong rural economy and thriving towns, a thriving tourism industry, modern and affordable information and communication technology throughout the municipality, and transport solutions that support the needs of our communities and businesses.

Our People, Our Processes

This area of Council focuses on long term financial sustainability, quality customer services, an engaged, skilled Council and workforce capable of meeting community needs, efficient and effective information communications technology. Providing support for the community in the areas of emergency preparedness, response and recovery. Also, an organisation that takes its risk management responsibilities seriously and embeds a culture of risk management throughout the organisation.

2 (b) Summary of revenues, expenses, assets and capital expenses by program

	Income	Expenses	Surplus/(Deficit)	Grants included in income	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2020					
Community Liveability	1,395	(2,512)	(1,117)	878	5,688
Built and Natural Environment	10,022	(13,761)	(3,739)	7,093	146,538
Competitive and Innovative Economy	869	(1,470)	(601)	36	1,224
Our People, our Processes	14,454	(4,230)	10,224	6,128	19,995
Unattributed	-	-	-	-	2,226
	26,740	(21,973)	4,767	14,135	175,671

	Income	Expenses	Surplus/(Deficit)	Grants included in income	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2019					
Community Liveability	1,331	(2,045)	(714)	952	1,384
Built and Natural Environment	10,123	(16,764)	(6,641)	7,657	143,816
Competitive and Innovative Economy	623	(1,161)	(538)	46	2,491
Our People, our Processes	12,938	(3,852)	9,086	4,732	18,372
Unattributed	-	-	-	-	6,927
	25,015	(23,822)	1,193	13,387	172,990

Note 3 Funding for the delivery of our services	2020	2019
3.1 Rates and charges	\$'000	\$'000

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is value of the land and all of its improvements.

The valuation base used to calculate general rates for 2019/20 was \$1,450.75million (2018/19 \$1393.62 million).

General rates	7,020	6,847
Municipal charge	746	742
Waste management charge	973	970
Revenue in lieu of rates	90	91
Total rates and charges	8,829	8,650

The date of the latest general revaluation of land for rating purposes within the municipal district was January 2020, and the valuation will be first applied in the rating year commencing 1 July 2020.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

3.2 Statutory fees and fines

Animal registration fees	61	70
Building fees	27	57
Infringements and costs	66	16
Town planning fees	46	41
Land information certificates	6	6
Permits	2	-
Total statutory fees and fines	208	190

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

3.3 User fees

Aged and health services	343	315
Private works	104	106
Caravan parks & camping fees	356	348
Transfer station fees	90	68
Commercial garbage collection fees	43	48
Film screenings and hall hire	24	32
Regional Roads Victoria Works	292	-
Other fees and charges	106	132
Total user fees	1,358	1,049

User fees by timing of revenue recognition

User fees recognised at a point in time	1,358	1,049
Total user fees	1,358	1,049

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.

3.4 Funding from other levels of government

Grants were received in respect of the following :

Summary of grants

Commonwealth funded grants	6,572	6,040
State funded grants	7,563	7,347
Total grants received	14,135	13,387

(a) Operating Grants

Recurrent - Commonwealth Government

Financial Assistance Grants	4,988	4,732
General home care	475	512
Other	29	28

Recurrent - State Government

Delivered Meals	1	1
Home care services	82	81
Home maintenance	6	5

	2020	2019
	\$'000	\$'000
Senior citizens	23	23
School crossing supervisors	6	6
Libraries	108	105
Youth participation program	25	25
Roadside weeds and pest management	75	74
Other	3	-
Total recurrent operating grants	5,821	5,592
Non-recurrent - Commonwealth Government		
Building better regions funding	-	9
Non-recurrent - State Government		
Community health	39	11
Disaster support & relief	-	75
Kindergarten Central Enrolment	36	-
Regional events funding	5	8
Walk to school	1	14
Youth participation project	-	2
Facilitated playgroup	28	72
Disaster recovery	4,405	4,705
Planning and Change Management	35	-
Other	2	3
Total non-recurrent operating grants	4,551	4,899
Total operating grants	10,372	10,491
(b) Capital Grants		
Recurrent - Commonwealth Government		
Roads to recovery	1,081	759
Total recurrent capital grants	1,081	759
Non-recurrent - State Government		
All abilities amenities	-	-
Recreational fishing	-	50
Skate parks	10	20
Public safety infrastructure	-	2
Stronger communities walking track	-	20
Aerodrome entrance and heritage walk	33	30
Dimboola boating pontoon	80	64
E-waste sheds	140	60
Fixing country roads	1,061	1,243
Heavy vehicle safety & productivity program	150	-
Heritage Victoria	32	-
Kindergarten refurbishment	10	18
Living libraries	600	-
Regional partnership funding	100	-
Roads to market	370	630
Working for Victoria	96	-
Total non-recurrent capital grants	2,682	2,137
Total capital grants	3,763	2,896
(c) Unspent grants received on condition that they be spent in a specific manner		
Operating		
Balance at start of year	69	443
Received during the financial year and remained unspent at balance date	188	59
Received in prior years and spent during the financial year	(61)	(433)
Balance at year end	196	69
Capital		
Balance at start of year	997	560
Received during the financial year and remained unspent at balance date	-	437
Received in prior years and spent during the financial year	(960)	-
Balance at year end	37	997

Grant income is recognised at the point in time when the council satisfies its performance obligations as specified in the underlying agreement.

	2020	2019
	\$'000	\$'000
3.5 Contributions		
Monetary	241	63
Total contributions	<u>241</u>	<u>63</u>

Monetary and non monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment

Proceeds of sale	148	274
Written down value of assets disposed	(88)	(235)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	<u>60</u>	<u>39</u>

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

3.7 Other income

Plant operations	976	790
Quarry operations	603	491
Interest	89	187
Recoupments	169	79
Fire services levy administration	43	42
Centralised valuation funding	-	28
Scrap metal and transfer station sales	26	10
Vicroads agency administration	2	4
Other	1	1
Total other income	<u>1,909</u>	<u>1,632</u>

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

Note 4 The cost of delivering services

4.1 (a) Employee costs

Wages and salaries	5,323	4,810
WorkCover	137	119
Annual leave, sick leave and long service leave	887	648
Superannuation	645	577
Fringe benefits tax	89	56
Training	176	148
Other	35	30
Total employee costs	<u>7,292</u>	<u>6,388</u>

(b) Superannuation

Council made contributions to the following funds:

Defined benefit fund

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	55	66
	<u>55</u>	<u>66</u>
Employer contributions payable at reporting date.	nil	nil

Accumulation funds

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	304	266
Employer contributions - other funds	288	245
	<u>592</u>	<u>511</u>
Employer contributions payable at reporting date.	24	nil

Refer to note 9.3 for further information relating to Council's superannuation obligations.

	2020	2019
	\$'000	\$'000
4.2 Materials and services		
Contract payments	198	242
Building maintenance	121	152
Flood recovery expenditure	2,686	6,273
Depots and workshops	68	34
Emergency assistance and fire prevention	25	4
Health promotion	12	9
Home and community care	119	111
Community development, tourism and youth activities	167	206
Garbage and recycling collection and waste disposal	543	551
Utilities	325	330
Office administration	38	26
Information technology	279	251
Parks, reserves and aerodromes	191	109
Plant and fleet operations	1,168	944
Printing stationery and advertising	48	37
Quarry operations	590	425
Rating and valuation	17	26
Roads, footpaths, bridges and drainage management	653	698
Swimming pool maintenance and management	292	294
Town beautification	65	54
Consultants and labour hire	31	91
Other	19	103
Total materials and services	7,655	10,970
4.3 Depreciation		
Property	490	463
Plant and equipment	952	811
Infrastructure	3,974	3,797
Total depreciation	5,416	5,071
<i>Refer to note 5.2(c), 5.8 and 6.2 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.</i>		
4.4 Bad and doubtful debts		
Parking fine debtors	-	-
Rates debtors	-	-
Other debtors	-	-
Total bad and doubtful debts	-	-
Movement in provisions for doubtful debts		
Balance at the beginning of the year	17	17
New provisions recognised during the year	3	-
Amounts already provided for and written off as uncollectible	-	-
Amounts provided for but recovered during the year	(2)	-
Balance at end of year	18	17

Provision for doubtful debt is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.

	2020 \$'000	2019 \$'000
4.5 Other expenses		
Advertising	55	62
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	46	44
Auditors' remuneration - Internal	16	7
Bank Charges	29	32
Community Action Grants	25	22
Council contributions - other	117	-
Councillors' allowances	181	179
Fire services levy	23	22
Hindmarsh landcare network contribution	10	10
Insurance	289	268
Landfill charges	227	251
Legal costs	51	5
Postage	22	24
Regional library contribution	237	265
Subscriptions	137	120
Telecommunications	23	20
Town committees	30	30
Others	18	32
Total other expenses	1,536	1,393

Note 5 Our financial position

5.1 Financial assets

(a) Cash and cash equivalents

Cash on hand	4	-
Cash at bank	7,029	9,877
Term deposits	4,000	2,000
Total cash and cash equivalents	11,033	11,877

Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:

- Trust funds and deposits (Note 5.3)	88	32
Total restricted funds	88	32
Total unrestricted cash and cash equivalents	10,945	11,845

Intended allocations

Although not externally restricted the following amounts have been allocated for specific future purposes by Council:

- cash held to fund carried forward capital works	3,166	2,411
- cash held to fund carried forward operational works	522	1,066
Total funds subject to intended allocations	3,688	3,477

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

	2020 \$'000	2019 \$'000
(c) Trade and other receivables		
Current		
Rates debtors	400	383
Building permit debtors	6	21
Infringement debtors	138	88
GST receivable	134	488
<i>Non statutory receivables</i>		
Other debtors	112	49
Sundry debtors	226	1,070
Street scheme debtors	1	2
Provision for doubtful debts - other debtors	(18)	(16)
Total current trade and other receivables	<u>999</u>	<u>2,085</u>
Non-current		
<i>Non statutory receivables</i>		
Street scheme debtors	2	2
Total non-current trade and other receivables	<u>2</u>	<u>2</u>
Total trade and other receivables	<u>1,001</u>	<u>2,087</u>

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

(d) Ageing of Receivables

The ageing of the Council's trade and other receivables (excluding statutory receivables) that are not impaired was:

Current (not yet due)	-	-
Past due by up to 30 days	176	412
Past due between 31 and 180 days	6	4
Past due between 181 and 365 days	11	33
Past due by more than 1 year	43	21
Total trade and other receivables	<u>236</u>	<u>470</u>

(e) Ageing of individually impaired Receivables

At balance date, other debtors representing financial assets with a nominal value of \$18,143 (2019: \$16,649) were impaired. The amount of the provision raised against these debtors was \$18,143 (2019: \$16,649). They individually have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council's debt collectors or are on payment arrangements.

The ageing of receivables that have been individually determined as impaired at reporting date was:

Current (not yet due)	-	-
Past due by up to 30 days	-	-
Past due between 31 and 180 days	-	-
Past due between 181 and 365 days	-	-
Past due by more than 1 year	18	16
Total trade & other receivables	<u>18</u>	<u>16</u>

5.2 Non-financial assets	2020	2019
(a) Inventories	\$'000	\$'000
Inventories held for distribution	328	291
Total inventories	328	291

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

(b) Other assets		
Prepayments	249	190
Total other assets	249	190

5.3 Payables	2020	2019
(a) Trade and other payables	\$'000	\$'000
Trade payables	731	2,477
Accrued expenses	185	398
Total trade and other payables	916	2,875

(b) Trust funds and deposits		
Refundable deposits	12	12
Fire services levy	76	20
Total trust funds and deposits	88	32

(c) Unearned income		
Grants received in advance - operating	60	-
Grants received in advance - capital	465	-
Total unearned income	525	-

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

5.4 Provisions

	Employee	Landfill restoration	Quarry	Total
	\$ '000	\$ '000	\$ '000	\$ '000
2020				
Balance at beginning of the financial year	1,828	24	168	2,020
Additional provisions	1,107	4	11	1,122
Amounts used	(760)	-	(26)	(786)
Balance at the end of the financial year	2,175	28	153	2,356

2019				
Balance at beginning of the financial year	1,769	21	145	1,935
Additional provisions	787	3	23	813
Amounts used	(728)	-	-	(728)
Balance at the end of the financial year	1,828	24	168	2,020

	2020 \$'000	2019 \$'000
(a) Employee provisions		
Current provisions expected to be wholly settled		
Annual leave	726	604
Long service leave	60	100
	786	704
Current provisions expected to be wholly settled after		
Annual leave	128	77
Long service leave	1,094	896
	1,222	973
Total current employee provisions	2,008	1,677
Non-current		
Long service leave	167	151
Annual leave	-	-
Total non-current employee provisions	167	151
Aggregate carrying amount of employee provisions:		
Current	2,008	1,677
Non-current	167	151
Total aggregate carrying amount of employee provisions	2,175	1,828

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.

Key assumptions:

- discount rate	0.872%	1.148%
- index rate	4.250%	4.313%

	2020 \$'000	2019 \$'000
(b) Landfill restoration		
Current	28	24
Non-current	-	-
	28	24

Council is obligated to restore a number of landfill and quarry sites to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

Key assumptions:

- estimated cost to rehabilitate	28	24
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(c) Quarry restoration

Current	61	50
Non-current	92	118
	153	168

Key assumptions:

- estimated cost to rehabilitate	153	168
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5.5 Financing arrangements

	2020	2019
The Council has the following funding arrangements in place as at 30 June.	\$'000	\$'000
Bank overdraft	2,000	-
Credit card facilities	30	30
Total facilities	2,030	30
Used facilities	10	20
Unused facilities	2,020	10

5.6 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

2020	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Building services	115	122	130	-	367
Recycling	176	179	-	-	355
Garbage collection	250	252	-	-	502
Transport waste and recycling to Dooen	82	84	-	-	166
Swimming pool management	250	276	-	-	526
Meals for delivery	98	100	102	-	300
Internal audit services	49	49	-	-	98
Kindergarten Services	60	60	60	-	180
Total	1,080	1,122	292	-	2,494

2019	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Building services	0	115	252	0	367
Recycling	260	87	-	-	347
Garbage collection	197	66	-	-	263
Transport waste and recycling to Dooen	61	20	-	-	81
Swimming pool management	282	287	213	-	782
Meals for delivery	59	54	-	-	113
Internal audit services	49	49	49	-	147
Kindergarten Services	48	60	120	-	228
Total	956	623	382	-	2,328

5.7 Leases

Policy applicable before 1 July 2019

As a lessee, council classifies leases as operating or finance leases based on its assessment of whether the lease transferred significantly all of the risks and rewards incidental to ownership of the underlying asset to council.

Operating lease payments, including any contingent rentals, were recognised as an expense in the comprehensive income statement on a straight-line basis over the lease term, except where another systematic basis is more representative of the time pattern of the benefits derived from the use of the leased asset. The leased asset was not recognised in the balance sheet.

All incentives for the agreement of a new or renewed operating lease were recognised as an integral part of the net consideration agreed for the use of the leased asset, irrespective of the incentive's nature or form or the timing of payments.

In the event that lease incentives were received to enter into operating leases, the aggregate cost of incentives were recognised as a reduction of rental expense over the lease term on a straight-line basis, unless another systematic basis was more representative of the time pattern in which economic benefits from the leased asset were consumed.

Policy applicable after 1 July 2019

Council has applied *AASB 16 Leases* using a modified retrospective approach with the cumulative effect of initial application recognised as an adjustment to the opening balance of accumulated surplus at 1 July 2019, with no restatement of comparative information. The council applied the approach consistently to all leases in which it is a lessee.

On transition to *AASB 16 Leases*, Council elected to apply the practical expedient to 'grandfather' the assessment of which transactions are leases. The council has applied this practical expedient to all of its contracts and therefore applied *AASB 16 Leases* only to contracts that were previously identified as leases.

At inception of a contract, all entities would assess whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- The customer has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- The customer has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Council has elected to apply the temporary option available under *AASB 16 Leases* which allows not-for-profit entities to not measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

Short-term and low value leases

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of AUD\$10,000), including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

	2020
Expenses relating to:	\$'000
Short-term leases	-
Leases of low value assets	5
Total	5
Variable lease payments (not included in measurement of lease)	-

Non-cancellable lease commitments - Short-term and low-value leases

Commitments for minimum lease payments for short-term and low-value leases are payable as follows:

Payable:	
Within one year	2
Later than one year but not later than five	-
Total lease commitments	2

i. Leases classified as operating leases under AASB 117 Leases

At transition, lease liabilities were measured at the present value of the remaining lease payments, discounted at Council's incremental borrowing rate as at 1 July 2019. Right-of-use assets are measured at an amount equal to the lease liability, adjusted by the amount of any prepaid or accrued lease payments. Council applied this approach to all applicable leases.

Council used the following practical expedients when applying AASB 16 Leases to leases previously classified as operating leases under AASB 117 Leases .

- Applied a single discount rate to a portfolio of leases with similar characteristics.
- Adjusted the right-of-use assets by the amount of AASB 137 Provisions, Contingent Liabilities and Contingent Assets onerous contract provision immediately before the date of initial application, as an alternative to an impairment review.
- Applied the exemption not to recognise right-of-use assets and liabilities for leases with less than 12 months of lease term.
- Used hindsight when determining the lease term if the contract contains options to extend or terminate the lease.

ii. Leases previously classified as finance leases

For leases that were classified as finance leases under AASB 117 Leases , the carrying amount of the right-of-use asset and the lease liability at 1 July 2019 are determined at the carrying amount of the lease asset and lease liability under AASB 117 Leases immediately before that date.

Council is not required to make any adjustments on transition to AASB 16 Leases for leases in which it acts as a lessor, except for a sub-lease. Council accounted for its leases in accordance with AASB 16 Leases from the date of initial application.

Impact on financial statements

On transition to AASB 16 Leases , Council recognised additional \$0 of right-of-use assets and \$0 of lease liabilities, recognising the difference in retained earnings.

Note 6 Assets we manage

6.1 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment

	At Fair Value 30 June 2019 \$'000	Additions \$'000	Contributions \$'000	Revaluation \$'000	Depreciation \$'000	Disposal \$'000	Write-off \$'000	Transfers \$'000	At Fair Value 30 June 2020 \$'000
Property	26,063	238	-	-	(490)	(13)	-	303	26,101
Plant and equipment	5,359	2,933	-	-	(952)	(75)	-	3	7,268
Infrastructure	124,180	5,381	-	-	(3,974)	-	-	711	126,298
Work in progress	2,459	1,541	-	-	-	-	-	(1,017)	2,983
	158,061	10,093	-	-	(5,416)	(88)	-	-	162,650

Summary of Work in Progress

	Opening WIP \$'000	Additions \$'000	Write-off \$'000	Transfers \$'000	Closing WIP \$'000
Property	596	981	-	(303)	1,274
Plant and equipment	3	-	-	(3)	-
Infrastructure	1,860	560	-	(711)	1,709
Total	2,459	1,541	-	(1,017)	2,983

(a) Property

	Land - specialised \$'000	Total Land & Land Improvements \$'000	Heritage buildings \$'000	Buildings - specialised \$'000	Total Buildings \$'000	Work In Progress \$'000	Total Property \$'000
At fair value 1 July 2019	2,368	2,368	215	27,598	27,813	596	30,777
Accumulated depreciation at 1 July 2019	-	-	(43)	(4,075)	(4,118)	-	(4,118)
	2,368	2,368	172	23,523	23,695	596	26,659
Movements in fair value							
Additions	-	-	-	238	238	981	1,219
Contributions	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-
Disposal	-	-	-	(14)	(14)	-	(14)
Write-off	-	-	-	-	-	-	-
Transfers	-	-	-	303	303	(303)	-
Impairment losses recognised in operating result	-	-	-	-	-	-	-
	-	-	-	527	527	678	1,205
Movements in accumulated depreciation							
Depreciation and amortisation	-	-	(4)	(486)	(490)	-	(490)
Accumulated depreciation of disposals	-	-	-	1	1	-	1
Impairment losses recognised in operating result	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
	-	-	(4)	(485)	(489)	-	(489)
At fair value 30 June 2020	2,368	2,368	215	28,125	28,340	1,274	31,982
Accumulated depreciation at 30 June 2020	-	-	(47)	(4,560)	(4,607)	-	(4,607)
	2,368	2,368	168	23,565	23,733	1,274	27,375

(b) Plant and Equipment

	Plant machinery and equipment	Fixtures fittings and furniture	Work in Progress	Total plant and equipment
	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2019	9,838	1,145	3	10,986
Accumulated depreciation at 1 July 2019	(4,719)	(905)	-	(5,624)
	5,119	240	3	5,362
Movements in fair value				
Additions	2,796	137	-	2,933
Contributions	-	-	-	-
Revaluation	-	-	-	-
Disposal	(353)	-	-	(353)
Write-off	-	-	-	-
Transfers	-	3	(3)	-
Impairment losses recognised in operating result	-	-	-	-
	2,443	140	(3)	2,580
Movements in accumulated depreciation				
Depreciation and amortisation	(920)	(32)	-	(952)
Accumulated depreciation of disposals	278	-	-	278
Impairment losses recognised in operating result	-	-	-	-
Transfers	-	-	-	-
	(642)	(32)	-	(674)
At fair value 30 June 2020	12,281	1,285	-	13,566
Accumulated depreciation at 30 June 2020	(5,361)	(937)	-	(6,298)
	6,920	348	-	7,268

(c) Infrastructure

	Roads	Bridges	Footpaths and cycleways	Drainage	Kerb & Channel	Other Infrastructure	Work In Progress	Total Infrastructure
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2019	125,132	7,069	6,789	6,361	19,207	11,436	1,860	177,854
Accumulated depreciation at 1 July 2019	(35,948)	(2,296)	(3,484)	(2,153)	(4,696)	(3,237)	-	(51,814)
	89,184	4,773	3,305	4,208	14,511	8,199	1,860	126,040
Movements in fair value								
Additions	3,999	631	249	55	215	232	560	5,941
Contributions	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-
Disposal	-	-	-	-	-	-	-	-
Write-off	-	-	-	-	-	-	-	-
Transfers	14	20	-	321	338	18	(711)	-
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-
	4,013	651	249	376	553	250	(151)	5,941
Movements in accumulated depreciation								
Depreciation and amortisation	(2,947)	(75)	(159)	(84)	(246)	(463)	-	(3,974)
Accumulated depreciation of disposals	-	-	-	-	-	-	-	-
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-
	(2,947)	(75)	(159)	(84)	(246)	(463)	-	(3,974)
At fair value 30 June 2020	129,145	7,720	7,038	6,737	19,760	11,686	1,709	183,795
Accumulated depreciation at 30 June 2020	(38,895)	(2,371)	(3,643)	(2,237)	(4,942)	(3,700)	-	(55,788)
	90,250	5,349	3,395	4,500	14,818	7,986	1,709	128,007

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

	Depreciation Period	Threshold Limit \$'000
<i>Asset recognition thresholds and depreciation periods</i>		
Land & land improvements		
land	-	1
Buildings		
buildings	30 - 100 years	1
Plant and Equipment		
plant, machinery and equipment	2 - 20 years	1
fixtures, fittings and furniture	2 - 50 years	1
Infrastructure		
roads - pavements, substructure, formation and earthworks	15 - 110 years	1
roads - kerb, channel and minor culverts and other	60 - 100 years	1
bridges	70 - 120 years	1
footpaths and cycleways	15 - 80 years	1
drainage	80 - 120 years	1
other infrastructure	5 - 100 years	1

Land under roads

Council will recognise land under roads, acquired after 1 July 2008 at fair value.

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Valuation of land and buildings

Valuation of land and buildings were undertaken by a qualified independent valuer [include name and valuer registration no. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets. The land and buildings were subject to full independent valuation in June 2015 by accredited independent valuers. Council does not believe there has been a material movement in fair value since the valuation date to 30 June 2020.

The fair value of land and buildings has been reassessed by Council during the COVID-19 pandemic. While Council's review did not indicate impairment of land and buildings, it does present estimation uncertainty regarding the valuation of land and buildings by acknowledging that past cycles indicate a lag for property markets to react to economic events, and that the extent of any change in value is presently uncertain, and may depend on the length of the COVID-19 pandemic. Also, there is not yet any comparable market evidence available to determine what, if any, impact the current COVID-19 pandemic may have on value or marketability of the subject property, particularly in the short and medium terms.

The fair value assessed may change significantly and unexpectedly over a relatively short period of time (including a result of factors that Council could not reasonably have been aware of as at the date of valuation). Refer to Significant accounting policies under Overview section and Note 8.4 for further information on fair value measurement.

The date of the current valuation is detailed in the following table.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2020 are as follows:

	Level 1	Level2	Level 3	Date of Valuation
Land	-	-	2,368	Jun-15
Heritage Buildings	-	-	168	Jun-15
Buildings	-	-	23,565	Jun-15
Total	-	-	26,101	

Valuation of infrastructure

Valuation of road and kerb and channel assets has been determined in accordance with an independent valuation undertaken by Talis Consultants Pty Ltd. An independent valuation of bridges has also been undertaken, by Pitt & Sherry. The valuation of all other infrastructure assets has been determined by Mrs Angela Hoy, Director of Infrastructure Services.

The date of the current valuation is detailed in the following table.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2020 are as follows:

	Level 1	Level2	Level 3	Date of Valuation
Roads	-	-	90,250	Jun-17
Bridges	-	-	5,349	Jun-18
Footpaths and cycleways	-	-	3,395	Jun-20
Drainage	-	-	4,500	Jun-20
Kerb & Channel	-	-	14,818	Jun-17
Other infrastructure	-	-	7,986	Jun-20
Total	-	-	126,298	

Description of significant unobservable inputs into level 3 valuations

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and ranges from \$300 to \$2600 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 5 years to 75 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 10 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2020	2019
6.2 Investments in associates, joint arrangements and subsidiaries	\$'000	\$'000

(a) Investments in associates

Investments in associates accounted for by the equity method are:

- Wimmera Regional Library Corporation	309	386
- Wimmera Development Association	101	98

Wimmera Regional Library Corporation

Background

Hindmarsh Shire Council, in conjunction with Horsham Rural City Council, Northern Grampians Shire Council, West Wimmera Shire Council and Yarriambiack Shire Council, had an interest in the Wimmera Regional Library Corporation. Hindmarsh Shire Council have withdrawn from the Wimmera Regional Library Corporation from 01 July, 2020.

Fair value of Council's investment in Wimmera Regional Library Corporation	309	386

Movement in carrying value of specific investment

Carrying value of investment at start of year	386	378
Change in equity share apportionment	-	8
Share of surplus(deficit) for year	(77)	
Share of asset revaluation	-	-
Distributions received	-	-
Carrying value of investment at end of year	309	386

Council is expected to receive assets, to the value of an estimated \$191k along with an estimated cash payment of \$35k, following its 1 July 2020 exit from the Wimmera Regional Library Corporation. The investment in this associate will be written down to nil in the 2020-2021 financial year.

Wimmera Development Association

Background

Hindmarsh Shire Council, in conjunction with Horsham Rural City Council, Northern Grampians Shire Council, West Wimmera Shire Council and Yarriambiack Shire Council, have an interest in the Wimmera Development Association

Hindmarsh Shire has a 10.34% interest in equity (10.34% in 2018/19)

Fair value of Council's investment in Wimmera Development Association	101	98
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Council's share of accumulated surplus/(deficit)

Council's share of accumulated surplus(deficit) at start of year	74	78
Change in equity share apportionment	-	-
Reported surplus(deficit) for year	3	(4)
Transfers (to) from reserves	-	-
Distributions for the year	-	-
Council's share of accumulated surplus(deficit) at end of year	77	74

Council's share of reserves

Council's share of reserves at start of year	24	24
Change in equity share apportionment	-	-
Transfers (to) from reserves	-	-
Council's share of reserves at end of year	24	24

Movement in carrying value of specific investment

Carrying value of investment at start of year	98	102
Change in equity share apportionment	-	-
Share of surplus(deficit) for year	3	(4)
Share of asset revaluation	-	-
Distributions received	-	-
Carrying value of investment at end of year	101	98

Associates are all entities over which Council has significant influence but not control or joint control. Investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

Committees of management

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

	2020	2019
	No.	No.
Note 7 People and relationships		
7.1 Council and key management remuneration		
(a) Related Parties		
<i>Parent entity</i>		
Hindmarsh Shire Council is the parent entity.		
<i>Subsidiaries and Associates</i>		
Interests in subsidiaries and associates are detailed in Note 6.2.		
(b) Key Management Personnel		
Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:		
Councillors		
Councillor R Gersch (Mayor 06/11/2019 - 30/06/2020)		
Councillor R. Lowe (Deputy Mayor)		
Councillor R. Ismay (Mayor 01/07/2019 to 05/11/2019)		
Councillor T.Schneider		
Councillor D.Colbert		
Councillor D. Nelson		
Chief Executive Officer		
Director - Corporate and Community Services		
Director - Infrastructure Services		
Total Number of Councillors	6	6
Total of Chief Executive Officer and other Key Management Personnel	3	3
Total Number of Key Management Personnel	9	9
(c) Remuneration of Key Management Personnel	2020	2019
	\$	\$
Total remuneration of key management personnel was as follows:		
Short-term benefits	605	789
Long-term benefits	-	-
Termination benefits	-	2
Total	605	791
The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:		
	2020	2019
	No.	No.
\$20,000 - \$29,999	4	5
\$30,000 - \$39,999	1	-
\$50,000 - \$59,999	1	-
\$60,000 - \$69,999	-	2
\$70,000 - \$79,999	-	-
\$110,000 - \$119,999	-	1
\$130,000 - \$139,999	-	-
\$150,000 - \$159,999	-	-
\$160,000 - \$169,999	1	1
\$170,000 - \$179,999	-	1
\$180,000 - \$189,999	1	-
\$190,000 - \$199,999	-	-
\$200,000 - \$209,999	-	-
\$210,000 - \$219,999	-	-
\$220,000 - \$229,999	-	-
\$230,000 - \$239,999	-	-
\$240,000 - \$249,999	-	-
\$250,000 - \$259,999	1	-
	9	10

	2020 \$'000	2019 \$'000
7.2 Related party disclosure		
(a) Transactions with related parties		
During the period Council entered into the following transactions with related parties.		
<i>Council entered into purchases of materials and services on normal commercial terms and arrangements with the following businesses:</i>		
<i>T. Ismay & Co (a related party to Cr R. Ismay)</i>	7	3
<i>Jim's Butchery (a related party to Cr R. Gersch)</i>	0	3
<i>Westmix Concrete Letoway (a related party to Cr R. Gersch)</i>	66	63
(b) Outstanding balances with related parties		
The following balances are outstanding at the end of the reporting period in relation to transactions with related parties		
<i>T. Ismay & Co (a related party to Cr R. Ismay)</i>	nil	
<i>Jim's Butchery (a related party to Cr R. Gersch)</i>	nil	
<i>Westmix Concrete Letoway (a related party to Cr R. Gersch)</i>	nil	

Note 8 Managing uncertainties
8.1 Contingent assets and liabilities

Operating lease receivables

Council receives lease payments for telephone towers, small sections of land, and rooms within Council owned buildings. The receivable is incidental to the purpose of holding the property. The lease terms are between 1 and 10 years and include a CPI based revision annually.

Future undiscounted minimum rentals receivable under non-cancellable operating leases are as follows:

	2020	2019
	\$'000	\$'000
Not later than one year	44	48
Later than one year and not later than five years	174	136
Later than five years	118	113
	336	297

(b) Contingent liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Future superannuation contributions

In addition to the disclosed contributions, Hindmarsh Shire Council has paid unfunded liability payments to Vision Super totalling \$0 during the 2019/20 year (2018/19 \$0). There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2020. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2021 are \$56,200.

Liability Mutual Insurance

Council is (was) a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

MAV Workcare

Council is a participant of the MAV WorkCare Scheme. The MAV WorkCare scheme provides workers compensation insurance. The MAV WorkCare Scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

(c) Guarantees for loans to other entities

Council holds financial guarantees totalling \$131,000 held with the National Australia Bank on behalf of the Minister for Energy and resources for the purpose of ensuring quarry sites are restored to an environmentally satisfactory condition. If Council fail to meet the conditions of these guarantees they may become future liabilities to Council.

The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee.

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised.

8.2 Change in accounting standards

The following new AAS's have been issued that are not mandatory for the 30 June 2020 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

AASB 1059 Service Concession Arrangements: Grantors (AASB 1059) (applies 2020/21 for LG Sector)

AASB 1059 addresses the accounting for a service concession arrangement by a grantor that is a public sector entity by prescribing the accounting for the arrangement from the grantor's perspective. It requires the grantor to:

- recognise a service concession asset constructed, developed or acquired from a third party by the operator, including an upgrade to an existing asset of the grantor, when the grantor controls the asset;
- reclassify an existing asset (including recognising previously unrecognised identifiable intangible assets and land under roads) as a service concession asset when it meets the criteria for recognition as a service concession asset;
- initially measure a service concession asset constructed, developed or acquired by the operator or reclassified by the grantor at current replacement cost in accordance with the cost approach to fair value in AASB 13 *Fair Value Measurement*. Subsequent to the initial recognition or reclassification of the asset, the service concession asset is accounted for in accordance with AASB 116 *Property, Plant and Equipment* or AASB 138 *Intangible Assets*, as appropriate, except as specified AASB 1059;
- recognise a corresponding liability measured initially at the fair value (current replacement cost) of the service concession asset, adjusted for any other consideration between the grantor and the operator; and
- disclose sufficient information to enable users of financial statements to understand the nature, amount, timing and uncertainty of assets, liabilities, revenue and cash flows arising from service concession arrangements.

Based on the Council's current assessment, there is expected to be no impact on the transactions and balances recognised in the financial statements as the Council is not a grantor in a service concession arrangement.

AASB 2018-7 Amendments to Australian Accounting Standards - Definition of Material (applies 2020/21 for LG Sector)

The Standard principally amends AASB 101 *Presentation of Financial Statements* and AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors*. The amendments refine the definition of material in AASB 101. The amendments clarify the definition of material and its application by improving the wording and aligning the definition across AASB Standards and other publications. The impacts on the local government sector are expected to be minimal.

AASB 2019-1 Amendments to Australian Accounting Standards - References to the Conceptual Framework (applies 2020/21 for LG Sector)

This Standard sets out amendments to Australian Accounting Standards, Interpretations and other pronouncements to reflect the issuance of the Conceptual Framework for Financial Reporting (Conceptual Framework) by the AASB. The impacts on the local government sector are expected to be minimal.

8.3 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes council to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 1989*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- council have a policy for establishing credit limits for the entities council deal with;
- council may require collateral where appropriate; and
- council only invest surplus funds with financial institutions which have a recognised credit rating specified in council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when council provide a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 2% and -1% in market interest rates (AUD) from year-end rates of 0.85%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

8.4 Fair value measurement

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 3 to 5 years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report, except for noting that the COVID-19 pandemic is ongoing and it is not practicable to estimate the potential impact after the reporting date.

8.6 Impact of COVID 19 pandemic on Council operations and 2019-20 financial report:

In March 2020, COVID 19 was declared as a global pandemic by world health organisation. Since then, various measures are taken by all three levels of Government in Australia to reduce the spread of COVID-19. Council has carefully considered the impact of the measures taken to mitigate it and has found there are no material impacts for the financial year ended 30 June 2020. Council has not needed to defer any capital works programs or stand down staff.

Movie screenings ceased in March 2020, resulting in Council not incurring any expenses for this service. Movie screenings are a service provided to the community at a cost to Council.

Council closed directly managed Caravan parks in Dimboola, Jeparit and Rainbow resulting in a reduction in revenue and also decreased associated expenses.

Council received Working for Victoria funding and has employed an additional 13 full time staff members for a period of 6 months.

Note 9 Other matters

9.1 Reserves	Balance at beginning of reporting period	Balance at end of reporting period
(a) Asset revaluation reserves	\$'000	\$'000
2020		
Property		
Land and land improvements	1,639	1,639
Buildings	9,827	9,827
	11,466	11,466
Infrastructure		
Roads	86,443	86,443
Bridges	218	218
Footpaths and cycleways	1,479	1,479
Drainage	2,416	2,416
Other infrastructure	602	602
Share of asset revaluation in associates	28	28
	91,186	91,186
Total asset revaluation reserves	102,652	102,652
2019		
Property		
Land and land improvements	1,639	1,639
Buildings	9,827	9,827
	11,466	11,466
Infrastructure		
Roads	86,443	86,443
Bridges	218	218
Footpaths and cycleways	1,479	1,479
Drainage	2,416	2,416
Other infrastructure	602	602
Share of asset revaluation in associates	28	28
	91,186	91,186
Total asset revaluation reserves	102,652	102,652

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

	2020 \$'000	2019 \$'000
9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus/(deficit) for the year	4,767	1,193
Depreciation	5,416	5,071
Profit/(loss) on disposal of property, infrastructure, plant and equipment	(60)	(39)
Other	6	(3)
<i>Change in assets and liabilities:</i>		
(Increase)/decrease in trade and other receivables	1,086	(1,381)
(Increase)/decrease in prepayments	(59)	(126)
(Increase)/decrease in accrued income	-	(1)
Increase/(decrease) in trade and other payables	(1,746)	1,811
Increase/(decrease) in other liabilities	(525)	-
Increase/(decrease) in inventories	(37)	1
Increase/(decrease) in provisions	336	85
Increase/(Decrease) in trust funds and deposits	56	(150)
Increase/(Decrease) in accrued expenses	(213)	79
Net cash provided by/(used in) operating activities	9,027	6,540

9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Operating Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2020, this was 9.5% as required under Superannuation Guarantee (SG) legislation).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Hindmarsh Shire Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

A triennial actuarial review is currently underway for the Defined Benefit category as at 30 June 2020 and is expected to be completed by 31 December 2020.

As at 30 June 2019, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Hindmarsh Shire Council is a contributing employer was 107.1%. The financial assumptions used to calculate the VBIs were:

- Net investment returns 6.0% pa
- Salary information 3.5% pa
- Price inflation (CPI) 2.0% pa.

Vision Super has advised that the estimated VBI at 30 June 2020 was 104.6%.

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2019 interim actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer contributions

Regular contributions

On the basis of the results of the 2017 full actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2020, this rate was 9.5% of members' salaries (9.5% in 2018/2019). This rate is expected to increase in line with any increases in the SG contribution rate and reviewed as part of the 30 June 2020 triennial valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including [Employer name]) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

The 2019 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Hindmarsh Shire Council is a contributing employer. Generally, a full actuarial investigation conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2019 and a full actuarial investigation was conducted as at 30 June 2017.

The Fund's actuarial investigations identified the following for the Defined Benefit category of which Council is a contributing employer:

	2019 \$m	2017 \$m
- A VBI Surplus	151.3	69.8
- A total service liability surplus	233.4	193.5
- A discounted accrued benefits surplus	256.7	228.8

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2019.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2019.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2019.

Council was notified of the 30 June 2019 VBI during August 2019 (2018: August 2018).

The 2020 triennial actuarial investigation

A triennial actuarial investigation is being conducted for the Fund's position as at 30 June 2020. It is anticipated that this actuarial investigation will be completed by 31 December 2020. The financial assumptions for the purposes of this investigation are:

	2020 Triennial investigation	2017 Triennial investigation
Net investment return	5.6% pa	6.5% pa
Salary inflation	2.50 %pa for the first two years and 2.75%pa thereafter	3.5% pa
Price inflation	2.0% pa	2.5% pa

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2020 are detailed below:

Scheme	Type of Scheme	Rate	2020 \$,000	2019 \$,000
Vision super	Defined benefit	9.50%	55	66
Vision super	Accumulation fund	9.50%	304	268
Other Funds	Accumulation fund	9.50%	288	245

In addition to the above contributions, Hindmarsh Shire Council has paid unfunded liability payments to Vision Super totalling \$0 during the 2019/20 year (2018/19 \$0).

There were \$23,756 contributions outstanding and no loans issued from or to the above schemes as at 30 June 2020.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2020 is \$54,890.

10 Change in accounting policy

Council has adopted AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1058 Income of Not-for-Profit Entities, from 1 July 2019. This has resulted in changes in accounting policies and adjustments to the amounts recognised in the financial statements.

Due to the transition methods chosen by Council in applying these standards, comparative information throughout these financial statements has not been restated to reflect the requirements of the new standards except in relation to contracts that were not complete at 1 July 2019. The transition impact of these are detailed below.

a) AASB 15 Revenue from Contracts with Customers - Impact of Adoption

AASB 15 Revenue from Contracts with Customers applies to revenue transactions where Council provides services or goods under contractual arrangements.

Council adopted AASB 15 Revenue from Contracts with Customers using the modified (cumulative catch up) method. Revenue for 2019 as reported under AASB 118 Revenue is not adjusted, because the new standard is only applied from the date of initial application.

AASB 15 Revenue from Contracts with Customers requires revenue from contracts with customers to be recognised as Council satisfies the performance obligations under the contract.

b) AASB 16 Leases

AASB 16 Leases requires right of use assets and related liabilities for all lease agreements to be recognised on the balance sheet. The Statement of Comprehensive Income is to separately recognise the amortisation of the right of use asset, and the finance costs relating to the lease. Council has elected to adopt the modified (cumulative catch up) method under the standard and as such has not adjusted 2019 disclosures. Council has assessed that it holds only a low value lease which is outside of the scope of AASB 16 and therefore has no impact from the transition to this standard.

c) AASB 1058 Income of Not-for-Profit Entities

AASB 1058 Income of Not-for-Profit Entities applies to income received where no contract is in place. This includes statutory charges (such as rates) as well as most grant agreements.

Council adopted AASB 1058 Income of Not-for-Profit Entities using the modified (cumulative catch up) method. Income for 2019 is not adjusted, because the new standard is only applied from the date of initial application.

AASB 1058 Income of Not-for-Profit Entities requires income to be recognised as Council satisfies the performance obligations under the contract.

d) Transition impacts

The following table summarises the impact of transition to the new standards on retained earnings at 1 July 2019.

	2019
	\$'000
Retained earnings at 30 June 2019	64,218
Revenue adjustment - impact of AASB 15 Revenue from Contracts with Customers	-
Income Adjustment - impact of AASB 1058 Income of Not-for-Profit Entities	(1,044)
Retained earnings at 1 July 2019	<u>63,174</u>

Performance Statement
For the year ended June 2020



HINDMARSH SHIRE COUNCIL

Performance Statement

For the year ended 30 June 2020

Our Municipality

Hindmarsh Shire is located in the Wimmera region in western Victoria and covers an area of 7,527km². Situated on the Western Highway, 375km west of Melbourne and 350km east of Adelaide, Hindmarsh Shire is alive with business opportunities as it lies on the second-busiest freight corridor in Australia.

Our Shire is bound by two National Parks, the Little Desert in the South and Wyperfeld in the North. Other distinct natural features include the Big Desert Wilderness Area to the West, as well as the Wimmera River and Lakes Hindmarsh and Albacutya. The central part of the Shire is utilised primarily for broad acre cropping and grazing.

Hindmarsh Shire's four main towns are Nhill, Dimboola, Jeparit and Rainbow. Each community has its own spirit and identity, but all towns offer spacious rural living, inclusive small communities, and wonderful natural amenities.

The first Australians in the Hindmarsh area were the Wotjobaluk people. Communities were located near the Nhill Swamp, the Wimmera River at Dimboola, Lake Hindmarsh near Jeparit and Lake Albacutya near Rainbow, while the majority made their home along the Red Gum lined banks of the Wimmera River and Nine Creeks area in Dimboola.

Today it is estimated, 5,588 people live in Hindmarsh Shire, with a median age of 50 years. According to the 2016 Census 83% of people in Hindmarsh Shire were born in Australia, with English the only language spoken in 88% of homes. Our most significant group of migrants are Karen refugees from Burma (Myanmar), with approximately 190 calling Nhill home.

The median weekly household income is \$906, and most people own their homes outright. Most people are employed in farming, with employment in health care coming a close second, followed by retail, manufacturing, education and transport. Hindmarsh has a very high rate of volunteering, 18% higher than the national average.



Sustainable Capacity Indicators

For the year ended 30 June 2020

<i>Indicator/measure</i>	Results 2017	Results 2018	Results 2019	Results 2020	Material Variations
Own-source revenue <i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,880	\$1,891	\$2,048	\$2,199	No material variation.
Recurrent grants <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$1,601	\$1,200	\$1,125	\$1,235	No material variation.
Population <i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$3,151	\$3,048	\$4,219	\$3,918	Expenses per head of population have decreased due to the finalisation of expenditure on flood recovery and a slight reduction in population.
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$28,647	\$27,273	\$27,580	\$28,683	No material variation.
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	1.71	1.79	1.78	1.85	No material variation.
Disadvantage <i>Relative socio-economic disadvantage</i> [Index of Relative Socio-economic Disadvantage by decile]	2	2	2	2	No material variation.
Workforce turnover <i>Resignations and terminations compared to average staff</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	11.1%	18.2%	19.8%	11.5%	Due to the small number of staff employed by Council, staff turnover statistics are sensitive to resignations.

Definitions

"adjusted underlying revenue" means total income other than—

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Service Performance Indicators

For the year ended 30 June 2020

Service/indicator/measure	Results 2017	Results 2018	Results 2019	Results 2020	Material Variations
Governance Satisfaction <i>Satisfaction with council decisions</i> [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	58	60	61	59	No material variation.
Statutory Planning Decision making <i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	n/a	50%	0%	n/a	No planning applications were taken to VCAT during 2019/20.
Roads Satisfaction <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	52	48	54	50	No material variation.
Libraries Participation <i>Active library members</i> [Number of active library members / Municipal population] x100	10%	9.1%	7.7%	6.8%	The COVID-19 pandemic resulted in library services closing in March 2020 under stage 3 restrictions. This has resulted in a decrease in active library members.
Waste Collection Waste diversion <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	23.2%	34.9%	32.2%	5.4%	Due to the global recycling crisis Council was unable to recycle for 9½ months which has resulted in a decrease in waste diverted from landfill.
Aquatic facilities Utilisation <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	3.4	3.4	3.6	2.9	Aquatic facilities were open from November 2019 to March 2020. A decrease of 4,116 people visited Council's aquatic facilities during 2019/20.

Service/indicator/measure	Results 2017	Results 2018	Results 2019	Results 2020	Material Variations
Animal management Health and safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	n/a	n/a	n/a	n/a	No animal prosecutions during 2019/20.
Food safety Health and safety <i>Critical and major non-compliance notifications</i> [Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100	n/a	n/a	100%	100%	Council issued 2 critical non-compliance notifications during 2019/20. The non-compliance notifications were followed up ensuring actions were taken to achieve compliance.
Maternal and child health Participation <i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	n/a	n/a	n/a	n/a	Not applicable. Council has no operational control over MCH services.
Participation <i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	n/a	n/a	n/a	n/a	Not applicable. Council has no operational control over MCH services.

Definitions

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006

"active library member" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the Act

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"HACC program" means the Home and Community Care program established under the Agreement entered into for the purpose of the Home and Community Care Act 1985 of the Commonwealth

"HACC service" means home help, personal care or community respite provided under the HACC program

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

"population" means the resident population estimated by council

"target population" has the same meaning as in the Agreement entered into for the purposes of the Home and Community Care Act 1985 of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.

Financial Performance Indicators

For the year ended 30 June 2019

Dimension/indicator/measure	Results	Results	Results	Results	Forecasts				Material Variations
	2017	2018	2019	2020	2021	2022	2023	2024	
Operating position Adjusted underlying result Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100	10.8%	2.7%	-4.2%	7.92%	-17.97%	-5.44%	-6.77%	-8.16%	Council's result at 30 June 2020 was an underlying surplus due to a number of operational grants being received throughout the 2019/20 financial year, and early payment of the VGC grant. The forecasted decreasing trend is mainly due to the introduction of rates capping.
Liquidity Working capital Current assets compared to current liabilities [Current assets / Current liabilities] x100	414.1%	431.2%	310.0%	347.7%	106.41%	110.95%	123.12%	129.02%	Trade and other payables at 30 June 2020 was significantly lower than 30 June 2019 and is expected to remain steady for the next 4 years.
Unrestricted cash Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	371.4%	393.9%	254.9%	295.4%	65.2%	68.4%	80.5%	86.7%	Unrestricted cash remained steady at 30 June 2020, current liabilities were lower than the previous year due to a reduction in trade and other payables. The decreasing trend over the 4 years to 2023 is due to forecasted lower cash position.

Dimension/indicator/measure	Results	Results	Results	Results	Forecasts				Material Variations
	2017	2018	2019	2020	2021	2022	2023	2024	
Obligations									
Loans and borrowings <i>Loans and borrowings compared to rates</i> [Interest bearing loans and borrowings / Rate revenue] x100	n/a	n/a	n/a	n/a	0.0%	0.0%	0.0%	0.0%	Council continues to remain debt free with no loans or borrowings.
Loans and borrowings <i>Loans and borrowings repayments compared to rates</i> [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	n/a	n/a	n/a	n/a	0.0%	0.0%	0.0%	0.0%	Council continues to remain debt free with no loans or borrowings.
Indebtedness									
Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	2.8%	2.3%	2.3%	2.1%	1.33%	1.40%	1.43%	1.45%	No material variation.
Asset renewal & upgrade <i>Asset renewal and upgrade compared to depreciation</i> [Asset renewal and asset upgrade expenses / Asset depreciation] x100	New in 2020	New in 2020	New in 2020	155.2%	122%	108%	99%	92%	Expenditure on Asset renewal remains a high priority for Council with increased investment in Asset Renewal during 2019/20.
Asset renewal <i>Asset renewal compared to depreciation</i> [Asset renewal expense / Asset depreciation] x 100	55.6%	57.0%	62.7%	Retired in 2020	Retired in 2020	Retired in 2020	Retired in 2020	Retired in 2020	Expenditure on Asset renewal remains a high priority for Council.
Stability									
Rates concentration <i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x100	41.6%	46.9%	37.8%	37.1%	53.84%	48.16%	48.11%	48.13%	A significant increase in recurrent grants (mainly the Victorian Grants Commission) has resulted in a reduction in rates concentration.

Dimension/indicator/measure	Results	Results	Results	Results	Forecasts				Material Variations
	2017	2018	2019	2020	2021	2022	2023	2024	
Rates effort <i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.6%	0.6%	0.6%	0.6%	0.5%	0.5%	0.5%	0.5%	No material variation.
Efficiency Expenditure level <i>Expenses per property assessment</i> [Total expenses / Number of property assessments]	\$3,331	\$3,362	\$4,670	\$4,253	\$3,883	\$3,895	\$4,014	\$4,144	Expenses per property assessment has decreased due to the finalisation of expenditure on flood recovery.
Revenue level <i>Average rate per property assessment</i> [General rates and Municipal charge / Number of property assessments]	New in 2020	New in 2020	New in 2020	\$1,508	\$1,540	\$1,543	\$1,571	\$1,604	No material variation.
<i>Average residential rate per residential property assessment</i> [Residential rate revenue / Number of residential property assessments]	\$1,202	\$1,154	\$1,169	Retired in 2020	Retired in 2020	Retired in 2020	Retired in 2020	Retired in 2020	No material variation

Definitions

"adjusted underlying revenue" means total income other than—

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

“non-current assets” means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

“non-recurrent grant” means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants

"population "means the resident population estimated by council

“rate revenue” means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant "means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Other Information

For the year ended 30 June 2020

1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from Council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by Council's strategic resource plan. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by Council in its strategic resource plan on 24 June 2020 which forms part of the council plan. The strategic resource plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The strategic resource plan can be obtained by contacting Council at its municipal offices at 92 Nelson Street Nhill, by email to info@hindmarsh.vic.gov.au or phone 03 5391 4444.

Certification of the performance statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

Ms Monica Revell

Director Corporate & Community Services

Dated: 23 September 2020

In our opinion, the accompanying performance statement of the Hindmarsh Shire Council for the year ended 30 June 2020 presents fairly the results of council's performance in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this performance statement in its final form.

Mr Robert Gersch

Councillor

Dated: 23 September 2020

Mr David Colbert

Councillor

Dated: 23 September 2020

Mr Greg Wood

Chief Executive Officer

Dated: 23 September 2020

Community Liveability

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>1.1 An actively engaged community.</p>	<p>1.1.1 Establish stronger links with the indigenous community through the Barengi Gadjin Land Council, Goolum Goolum Aboriginal Cooperative and Wurega Aboriginal Corporation</p>	<p>Reconciliation Action Plan developed</p>	<p>Ongoing</p>	<p>Tourism & Economic Development Officer continues to establish strong links with BGLC through regular meetings and discussions on a range of topics including tourism related events, activities and initiatives. Tourism & Economic Development Officer has begun the process of establishing a Reconciliation Action Plan and has been in discussion with BGLC regarding format and content. Tourism & Economic Development Officer continues to be a representative on the Wimmera Indigenous Tourism Group. Council CEO & Director Infrastructure Services attended the Goolum Goolum Wimmera River Challenge in Dimboola.</p> <p>Reconciliation Plan and MOU drafted, awaiting feedback/input from BGLC.</p> <p>MOU drafted for Wimmera River Discovery Trail project for which BGLC and Cultural Heritage are key.</p> <p>Whilst establishment of Cultural Heritage Management Plans for the Wimmera River Discovery Trail have been delayed due to the COVID-19 Crisis, Council has continued to strengthen relationships with BGLC through joint involvement in working groups.</p> <p>Council also allocated funding to Wurega Corporation through round two of the 2019/2020 Community Action Grants program for improvements to their meeting venue in Dimboola.</p> <p>Albacutya Cultural Heritage Management Plan has been submitted and developed.</p>	<p>Continued strengthening of the relationship between Council and BGLC and consultation when conducting works in culturally sensitive areas.</p> <p>Continued representation at future Wimmera Indigenous Tourism Group meetings.</p> <p>Continued discussion around MOUs and RAP drafts (to be finalised once feedback is received from BGLC) to work towards establishment of Reconciliation Action Plan in consultation with BGLC. Currently waiting on further feedback from BGLC.</p> <p>Continued working relationship on WRDT and proactively looking for other project partnership opportunities</p> <p>Continued advocacy for 'keeping place' in Dimboola</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	1.1.2 Maintain Community Action Plans for Dimboola, Jeparit, Nhill and Rainbow.	Community Action Plans reviewed in 2018 & Six monthly reports to Council on progress of Community Action Plans	2018/19	Community Action Plans have been reviewed in late 2017. Dimboola Community Precinct Plan was amended in October / November 2017. Both Dimboola and Nhill plans are reviewed on a regular basis.	Establishment of new Community Precinct Plans for Jeparit and Rainbow in 2020 / 2021.
	1.1.3 Support integration of migrants into the community	At least two cultural events per year supported by Council Karen Community Plan reviewed	Ongoing 2017/18	Council has supported Nhill Neighbourhood House Learning Centre (NNHLC) with their successful application to receive funding to establish the Wimmera CALD Workforce Industry Partnership (WCWIP). WCWIP will employ two people to assist in the development of strong links between Wimmera employers and Wimmera CALD residents to gain appropriate skills in order to obtain employment. Council's Settlement Officer ceased employment with Council at the end of December 2018 as it was the completion of funding for the role. The 2014 Karen Community Plan has been reviewed and a new 2017-2021 Plan has been established and was launched at the Karen New Year Celebrations in January 2018. The 2020 Karen New Year celebrations were held in Nhill in January and Council supported the Nhill Karen community with preparations of grant applications for funding assistance.	Council will continue to support NNHLC's WCWIP program with annual funding for the next three years. It is anticipated that NNHLC will increase settlement support subject to availability of funding.

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>1.1 An actively engaged community.</p>	<p>1.1.4 Support and celebrate volunteering and work collaboratively with volunteer groups</p>	<p>Participation in at least one event per year that recognises volunteers across the Shire</p>	<p>Ongoing</p>	<p>Council staff continues to support numerous events and activities as volunteers throughout the year. Events and activities have included the Wimmera Mallee Pioneer Museum Vintage Rally, the Rainbow Desert Enduro, Jeparit Fishing Contest, Nhill Lake Fiesta, Dimboola Town Committee Easter Eggstravaganza, Christmas events and numerous community based working bees including Clean Up Australia Day. Volunteers are recognised in June each year.</p>	<p>Support at community based events and working bees will continue to be supported. Council will recognise our volunteers in June 2020 but to what extent will be determined by appropriate COVID-19 restrictions.</p>
	<p>1.1.5 Hold Council-Community Conversations in the four towns to provide an alternative avenue of engagement, consultation and promotion</p>	<p>Four Council-Community Conversations held per year</p>	<p>2017/18</p>	<p>Community consultations were held during March 2018 & 2019 in Dimboola, Jeparit, Nhill, Rainbow, Antwerp, Broughton, Winiam and Woorak. Community Conversations were generally well supported with local residents appreciating the opportunity to have input into the development of the 2018 / 2019 and 2019/20 Budget. Workshops were held in Rainbow, Nhill, Jeparit and Dimboola on Councils Planning Scheme Review. Tree Strategy consultation sessions were held in each township in May 2018. Council officers attend monthly Town Committee meetings in Nhill, Jeparit, Rainbow & Dimboola. Community Conversation meeting held in Jeparit in December 2019 to discuss a number of initiatives planned for Jeparit including the Wimmera River Discovery Trail Jeparit Node, Customer Services / Library upgrades, Jeparit Swimming hole retaining wall and Roy Street concept drawings.</p>	<p>It is also planned to hold community forums in Jeparit and Rainbow to review their Community Action Plans. Implementing the annual planting program from tree strategy as created in 2018. Jeparit Swimming hole – design phase is underway. Future community meetings will be held in Jeparit in relation to the Wimmera River Discovery Trail Jeparit Visitor Node but the format and timing will be dependent upon COVID-19 restrictions.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>1.1.6 Continue to engage with our farming community on road and road related infrastructure maintenance and improvements</p>	<p>Farmer consultation forums held annually throughout the Shire</p>	<p>Ongoing</p>	<p>Feedback from Farmer consultations conducted in 2017/2018 has resulted in:</p> <p>(1) The introduction of 6S roads that are used by farmers as important 'strategic' connector roads.</p> <p>(2) The formal roadside vegetation assessment has been completed with 275km of high priority and 210kms of longer term vegetation control identified. Working with an independent vegetation assessor the pruning program commenced in 2019.</p> <p>An update of this program was provided at the 2019 Community Conversation Meetings.</p>	<p>Council continues to invest in the upgrade of key strategic routes to support agricultural productivity.</p>
	<p>1.1.7 Promote and support the development of a Dimboola Indigenous Keeping Place</p>	<p>Planning for Keeping Place progressed</p>	<p>2018/19</p>	<p>Tourism & Economic Development Officer regularly discusses this project with BGLC.</p> <p>Initial plans have been included in the landscaping component of the Wimmera River Discovery Trail that has been incorporated into the rear of the Dimboola Library project. This will form the Dimboola visitor node of the Wimmera River Discovery Trail.</p> <p>MOU drafted for WRDT.</p> <p>BGLC now have dedicated Economic Development Officer to work in that space.</p>	<p>Continue to advocate for this project and assist where possible in developing and scoping it. The Tourism and Economic Development Officer also attends the Wimmera Indigenous Tourism Group meetings. Working with BGLC on WRDT, continue to advocate for Keeping Place. Council will continue to strengthen relationships with BGLC through joint involvement in working groups associated with the Wimmera River Discovery Trail which will provide significant links to a proposed Keeping Place. Council has engaged with BGLC for the Cultural Heritage Management Plan (CHMP) development for the WRDT.</p> <p>Continued advocacy in discussions with BGLC.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>1.2 A range of effective and accessible services to support the health and wellbeing of our community.</p>	<p>1.2.1 Broaden the engagement of young people in the Shire and continue to facilitate the Hindmarsh Youth Council</p>	<p>Number of young people engaged</p> <p>Youth priorities developed and actioned</p>	<p>Ongoing</p>	<p>The ongoing success of the Hindmarsh Shire Youth Council and attendance at numerous youth events and activities is clear evidence that Council's engagement with youth is succeeding.</p> <p>The establishment of the Hindmarsh Shire tourism guide for families was an initiative of the Youth Council and has been well received.</p> <p>Other priorities from the Youth Strategy continue to be implemented.</p> <p>2019 Youth Council inducted at February 2019 Youth Council launch. 2019 Youth Council have appointed Chair, Vice Chair and Secretary to empower the Youth Councillors and assist them to learn new skills.</p>	<p>Regular Youth Council meetings and proposed youth development programs including the Youth Council Retreat and Leadership Conferences will further enhance the capabilities of our youth.</p> <p>Planning for future FreeZa events and other youth related activities and events will be discussed at Youth Council meetings.</p> <p>2020 Youth Council will be inducted at the Statutory Meeting on 6 November 2019.</p>
<p>1.2 A range of effective and accessible services to support the health and wellbeing of our community.</p>	<p>1.2.2 Review actions in Council's Positive Ageing and Inclusion Plan</p>	<p>Review conducted</p>	<p>2017/18</p>	<p>Review has commenced on Council's Positive Ageing and Inclusion Plan.</p> <p>Attendees at Council's 2019 Seniors Concert were handed a survey to complete, further consultation will be undertaken during the first half of 2020.</p>	
	<p>1.2.3 Review the provision of aged and health services in the Shire and Council's role in this growing sector</p>	<p>Review conducted</p>	<p>2017/18</p>	<p>Council continues to hold discussions regarding the provision of aged and health services in the Shire and Council's ongoing role. Currently awaiting details on funding post 30 June 2020.</p> <p>Meeting held with Nhill Learning Centre regarding providing training, this has resulted in one Karen employee working in Council's HACC department and expression of interest from another.</p>	

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>1.2.4 Advocate for enhanced services in community and mental health</p>	<p>Improved provision of services</p>	<p>2017/18</p>	<p>Youth and Early Years Officer has been facilitating mental health workshops through the Understanding Reality program which has attracted more than 100 participants to date.</p> <p>Council provided with \$75,000 funding for Mental Health Drought Support in 2018/19. This money has been pooled with West Wimmera, Yarriambiack and Horsham Rural City Council to enable the program to employ 3 support officers for the 4 Shires.</p> <p>Funding for extension to Rural Outreach Program provided by State Government to allow for continuation of this valuable program.</p>	<p>Continued promotion and implementation of mental health training to teenagers.</p> <p>Approximately 90 teenagers have enrolled to be part of the next round of training.</p> <p>Sourcing of external funding for this program is to continue.</p> <p>Mental Health Training to be undertaken in May 2019 in Nhill.</p>
	<p>1.2.5 Review and implement Municipal Early Years Plan</p>	<p>Two actions from Municipal Early Years Plan implemented</p>	<p>2017/18</p>	<p>A review of the Municipal Early Years Plan has commenced with an amended version expected to be completed during 2019/20. Assistance with the implementation will be provided by Council's Supported Playgroup Facilitator and Early Years provider (Horsham District Kindergarten Association).</p>	<p>MEYP Shire wide Survey draft completed and set for release. At this stage will be an online response if there are no changes to the lockdown restrictions.</p> <p>As discussed the MEYP will be incorporated into a broader strategic document rather than a standalone reference.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	1.2.6 Develop Dimboola Community, Civic and Business Hub (subject to funding)	Hub constructed	2017/18	<p>Funding of \$600,000 has been secured from the State Government for the Dimboola Library project and Council has committed \$600,000.</p> <p>Designs have been finalised and the tender process to award a contract for the construction began in early January 2019.</p> <p>Council awarded the contract for the construction of the new Dimboola Library in May 2019 and on-site works commenced in October 2019.</p> <p>Dimboola Library construction completed in September 2020.</p> <p>Council has been awarded \$600,000 (subject to funding agreement) from the Federal Government to refurbish the existing Old Shire Hall in Dimboola to further establish the Dimboola Community Civic Hub.</p> <p>Council has received \$600,000 from the Federal Government, \$400,000 from the Victorian Government and is contributing \$200,000 towards the Wimmera River Discovery Trail with the Dimboola Visitor Node being incorporated into the landscaping of the Dimboola Community Civic Hub.</p> <p>Contract awarded for the refurbishment of the existing Library with works to commencing September / October 2020.</p> <p>Contract awarded for landscaping works at the rear of the Dimboola Library awarded with works to commence in September / October 2020.</p>	<p>Construction of the new Dimboola Library should begin in earnest in November 2019 with an expected completion date of May / June 2020.</p> <p>Plans and tender documentation for the refurbishment of the Old Shire Hall (existing Dimboola Library) are well underway and should be ready for tender early in 2020.</p> <p>Landscaping plans for the Dimboola Community Civic Hub continue to be developed and are expected to be completed in early 2020.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>1.2 A range of effective and accessible services to support the health and wellbeing of our community.</p>	<p>1.2.7 Continually review public safety, and security of assets and infrastructure in the CBDs of our towns</p>	<p>Report presented to Council.</p>	<p>2017/18</p>	<p>Lighting under the verandas of shops along Lloyd Street, Dimboola and for various locations around Nhill leading to and from main public spaces including Nhill Lake, Davis Park, Jaypex Park and the Nhill Swimming Pool / Lowan Sports Stadium / Nhill College / River Dimboola has been completed.</p> <p>An LED lighting upgrade is planned to be completed for the Council Office and Nhill Memorial Community Centre by December 2019.</p> <p>A grant application for funding to install additional street lighting in Rainbow was not successful.</p> <p>Grant applications for funding of additional street lighting in the Dimboola Recreation Reserve and the Wimmera Mallee Pioneer Museum were both successful.</p>	<p>Council continues to seek funding for lighting installation and upgrades.</p> <p>Council is continuing to work with Sustainability Victoria and their additional funding to investigate and install upgrades.</p> <p>If funding for additional street lighting in Rainbow is secured works will be undertaken early to mid-2020.</p> <p>LED lighting upgrade is now complete.</p> <p>Supply and installation of new lighting in the Dimboola Recreation Reserve and Wimmera Mallee Pioneer Museum should be completed mid-year 2020.</p>
	<p>1.2.8 Promote the ‘traffic light approach’ to healthy food choices in community facilities, sporting clubs and events</p>	<p>Guidance material prepared and promoted Council policy adopted</p>	<p>2018/19</p>	<p>Council promoted and encouraged schools within our shire to participate in a training session hosted by West Wimmera Health Services on the Victorian Government’s Healthy Choices guidelines in March 2018.</p> <p>Health eating policy was adopted by Council during 2018/19.</p>	

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>1.2.9 Promote positive, equal and respectful relationships between and among women and men, girls and boys</p>	<p>Participation in White Ribbon Day or similar initiative.</p> <p>Implementation of actions from the Act@Work Action Plan</p> <p>Utilisation of Communities of Respect and Equality (Core) Alliance guidelines</p>	<p>2017/18</p>	<p>The Act@Work Action Plan has been adopted.</p> <p>A second staff survey was conducted in December, 2017. This 'post training' survey measured the current attitudes, awareness and knowledge of the prevention of violence against women and made comparisons with the outcomes of the initial baseline survey.</p> <p>Recent interview panels have had a gender balance conducting interviews.</p> <p>Council in conjunction with West Wimmera Health Service held a forum to raise awareness about Violence Against Women in late 2018 which was well attended by the community and local Secondary Colleges.</p> <p>Further Act@Work training was held in October 2018 for new staff members.</p>	<p>Tasks from the Act@Work Action Plan to be implemented on an ongoing basis along with other appropriate initiatives.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>1.3 A community that is physically active with access to a wide range of leisure, sporting and recreation facilities.</p>	<p>1.3.1 Develop Skate Parks in Dimboola, Rainbow and Nhill</p>	<p>Dimboola and Rainbow: Skate Parks constructed</p> <p>Nhill: Skate Park designs completed</p>	<p>2017/18</p>	<p>Dimboola, Rainbow & Nhill Skate Parks have been constructed.</p> <p>Official openings of both the Rainbow and Dimboola Skate Park were held on 9 and 10 April 2018 respectively. Both openings were very well attended by the public and included a FreezA event and skate workshops and demonstrations.</p> <p>Skate competitions were held in Rainbow and Dimboola in February 2019 with a positive response from those who attended.</p> <p>Construction of Nhill Skate Park underway with completion due in May 2019.</p> <p>The Nhill Skate Park was officially opened in September at the same time as the Dimboola Female Change Rooms official opening. A well-attended competition was held the following week as an unofficial opening.</p>	<p>Council has submitted a grant application for a skate competition to be held in 2020 Youth Week featuring all four skate parks within the shire.</p> <p>Youth Week funding was received for a skatepark tour and this was scheduled for 3 April 2020. Cancelled in March and on hold indefinitely under Covid-19 restrictions.</p>
<p>1.3 A community that is physically active with access to a wide range of leisure, sporting and recreation facilities.</p>	<p>1.3.2 Develop and promote a public art/street art policy</p>	<p>Policy adopted</p> <p>Public art projects developed</p>	<p>2017/18</p>	<p>Policy developed and adopted by Council 15 August 2018.</p> <p>Policy available on Council website.</p> <p>A large Dimboola mural was commissioned and painted in August 2019 on the exterior wall of the Dimboola Café next to the Dimboola Library.</p>	<p>Policy to be considered with all future public art.</p> <p>Further public art to be investigated.</p> <p>The Dimboola Mural has been submitted in the community category for the 2020 Keep Victoria Beautiful Awards.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>1.3.3 Complete detailed Recreation Reserve Master Plans</p>	<p>Master Plans developed</p>	<p>Nhill 2017/18 Dimboola 2018/19</p>	<p>Master Plan developed for Davis Park, Nhill. Draft plans for a new community pavilion / function room for Davis Park have been prepared with final amendments to be advised by NDSC. Dimboola Recreation Reserve Planning Report has been prepared which will be used to assist in preparing a Master Plan. A draft copy of the Rainbow Recreation Reserve and Caravan Park Masterplan was presented to the Community on 9 October, 2018 with positive feedback received. The Rainbow Recreation Reserve and Caravan Park Masterplan was adopted by Council at its July 2019 Council Meeting.</p>	<p>Ongoing development of plans for a new community pavilion / function room for Davis Park will be undertaken. Once agreement has been reached on final design cost estimates will be obtained and investigation of funding opportunities will proceed. Master Plan for Dimboola Recreation Reserve to be prepared. The final version of the Rainbow Recreation Reserve / Caravan Park Masterplan will be completed in early 2019 and following presentation to the community, it will be presented to Council for adoption. Continue to identify funding opportunities for recreation reserves to meet master plan priorities.</p>
	<p>1.3.4 Undertake a feasibility assessment for the development of new library hub, combining other visitor information and other services</p>	<p>Feasibility assessment completed</p>	<p>2018/19</p>	<p>On hold.</p>	<p>On hold.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>1.3.5 Advocate for the continued and expanded provision of Neighbourhood House activities/services</p>	<p>Neighbourhood House activities in Jeparit and Dimboola</p>	<p>2017/18</p>	<p>Rainbow Neighbourhood House is providing limited programs to Jeparit.</p> <p>The Dimboola Community Centre Committee of Management has held meetings with Nhill Neighbourhood House Learning Centre to determine if they are interested in providing / supporting learning programs in Dimboola.</p> <p>Although the Nhill Neighbourhood House Learning Centre was not in a position to take on management of the Dimboola Community Centre they still may be interested in providing services to Dimboola.</p>	<p>The Rainbow Neighbourhood will continue to provide programs to Jeparit providing there is sufficient interest.</p> <p>The Dimboola Community Centre Committee of Management will liaise directly with Nhill Neighbourhood House as required.</p>
	<p>1.3.6 Redevelop Rainbow Recreation Reserve Change Rooms (subject to funding)</p>	<p>Change room redevelopment completed</p>	<p>2018/19</p>	<p>The 2019/20 CSIF grant application for new female change rooms was not successful. A follow-up meeting with SRV identified areas where future applications could be improved with the design of the building to be modified to meet Netball Victoria standards.</p> <p>A new funding application for the Rainbow female change rooms has been submitted and is currently under assessment.</p>	<p>A new application for funding will be prepared and submitted for new female friendly change rooms at the Rainbow Recreation Reserve. Plans will take comments from SRV into consideration which will strengthen the application.</p> <p>Timing for new funding rounds is not known but assumed it will be March / April.</p> <p>Dates for the 2020 / 2021 rounds of SRV Funding programs have not been released but they are expected to be released in the October / November 2019 period.</p> <p>Council is anticipating a positive outcome of its application for the new female change rooms at Rainbow.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>1.3.7 Ongoing exploration and assessment of options and opportunities for the development of walking and cycling tracks within the main townships, to support recreational participation, health and wellbeing</p>	<p>Assess options for the development of local trails and tracks networks, e.g. a walking track circling the Dimboola Recreation Reserve</p>	<p>2018/19</p>	<p>New walking tracks within the Dimboola Recreation Reserve have been developed with grant funding and support from the Dimboola Town Committee.</p> <p>Established parkrun in Nhill.</p> <p>Plans and funding for other towns not yet undertaken.</p> <p><i>Grampians RDV Region Cycling and Trails Masterplan</i> delivered through WDA/Regional Partnerships. Implementation funding assisted Wimmera River Discovery Trail grant, plus development of “Cycle West” regional branding/marketing (including some photography and marketing focus on WRDT and Dimboola).</p>	<p>Further development of the new walking tracks will be undertaken in early 2019 – this will include installation of signage, safety bollards, etc.</p> <p>Improvements to the Edward Eyre Heritage Walk in Jeparit could be undertaken as part of the Wimmera River Discovery Trail.</p> <p>Establishment of walking trails and paths will be considered on an ongoing basis with potential linkages to the Wimmera River Discovery Trail.</p> <p><i>Wimmera Mallee Tourism funded Building Better Regions townscape masterplans developed to present walking / linkages around townships.</i></p> <p><i>Nhill historic and nature walks flyer produced by Nhill Tourism Group and Nhill Historical Society.</i></p>

Built & Natural Environment

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>2.1 Well-maintained physical assets and infrastructure to meet community and organisational needs.</p>	<p>2.1.1 Re-develop and maintain attractive streetscapes, open spaces and public places</p>	<p>One streetscape project per annum</p>	<p>Ongoing</p>	<p>Replacement of park seats were completed in Dimboola in second quarter. Mulching of High Street Dimboola has taken place. Mulching of Nelson Street Nhill has taken place. Victoria Street Dimboola – open earth drains replaced with kerb and channel and nature strips mulched. Wimmera Street Dimboola – open earth drains replaced with kerb and channel. Dimboola Drainage Project – amenity of Horsham entrance improved with functional drainage. Albert St Rainbow – installation of footpath and school crossing outstands. Broadway St Jeparit – installation of footpath. Jaypex Park Nhill – installation of 6 new tables and chairs. Budget initiative was prepared and included in the 19/20 budget that included renewal of street furniture for the Rainbow township. Regular maintenance of streets. GWM improved relationship for prompt repair of main breaks improved amenity of towns. New street furniture for Rainbow is on order and should be installed in June 2020. Construction of new shelters at Jaypex Park, Nhill. Consultations and first drafts completed for the Wimmera Mallee Tourism BBRF funded project. Charles Street Jeparit is currently underway. Leahy Street corner outstand near St Patrick's School completed.</p>	<p>Budget initiative to be prepared for inclusion in the 20/21 budget that includes renewal of street furniture for Jeparit. Regular maintenance programs on all playgrounds. Some streetscape masterplans and concepts for our four major towns will form one aspect of the Wimmera Mallee Tourism BBRF funded project underway. Based on streetscape beautifications plans, a funding application could be submitted for streetscape works in Roy Street. Jeparit – depending on appropriate funding programs. New street furniture for Jeparit will be ordered during 2020/21. Wimmera Mallee Tourism Building Better Regions funded townscape masterplans drafted.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>2.1.2 Encourage and support residents and ratepayers to maintain the cleanliness and good order of the properties for which they are responsible</p>	<p>One free green waste month per year Residential clean-up campaign trial completed</p>	<p>Ongoing 2017/18</p>	<p>Council held a free green waste month in September 2019. Council received approximately 1,334 loads of green waste throughout the shire which is around 1,190 loads (approximately 826.39%) greater than the average monthly intake. The number of loads received in 2019 is 5.45% greater than the September 2018 free green waste month. Council received 1,265 loads of green waste throughout the Shire in September 2018. Regular proactive inspection of footpaths to identify overhanging trees that require trimming, either on nature strips or planted on private property.</p>	<p>Leading by example – ensuring regular inspection and maintenance of Council owned properties. Free green waste month has been put on hold for 2020 awaiting easing of Stage 3 restrictions due to the COVID-19 pandemic.</p>
	<p>2.1.3 Develop and prioritise detailed plans relating to new infrastructure, infrastructure upgrade and renewal (including roads, bridges, drains, footpaths and buildings) for each town.</p>	<p>Capital Improvement Plan adopted.</p>	<p>Ongoing</p>	<p>Council adopted a Footpath asset management plan. As part of the 17/18 budget process council adopted a 10 year capital expenditure plan for capital improvements. Building condition and ESM Audits commenced in March 2019. Initial inspections of the 180 buildings are complete. Inspection reports have been received, and further structural assessments and maintenance planning has commenced. Works have been prioritised.</p>	<p>Asset management plans for Roads and Bridges to be developed. Ongoing reviews of the 10 year plan. Cyclic assessment of infrastructure condition surveys to occur. Implement maintenance works as a result of ESM and condition reports on Council owned buildings. Ensure that buildings are regularly inspected to maintain maximum condition.</p>

<p>1.1 Well-maintained physical assets and infrastructure to meet community and organisational needs.</p>	<p>2.1.4 Enhance river and lakes environment to support informal recreation and social interaction (subject to funding)</p>	<p>Plans for Nhill Lake improvements developed</p> <p>Study of recreational and environmental water for Rainbow community completed</p> <p>Improved Wimmera River facilities for fishing and boating</p>	<p>2018/19</p>	<p>A study into the use of Ross Lake at Rainbow has been commissioned and distributed to stakeholders.</p> <p>The report provides a positive overview of the proposal.</p> <p>Fishing and boating pontoons have been installed at Dimboola while a fishing pontoon has been installed at Jeparit. A new fishing pontoon has been installed at Nhill Lake.</p> <p>Jeparit Anglers club have also been successful with funding for another fishing pontoon on the Wimmera River at Jeparit (near the Golf Club) which has recently been installed.</p> <p>The draft Wimmera River Waterway Management Plan was advertised for public comment in February 2019. At time of closing, nine responses were received. Responses were considered and plan amended, with the amended plan currently being reviewed by the advisory committee. The draft plan will be considered by Council at the February 2020 meeting. Deferred by Council until they meet with the CWA.</p> <p>The bridge along Rainbow Nhill Road across Outlet Creek has been replaced and upgraded in full to a dual lane bridge.</p> <p>A study into the structural soundness of the Albacutya Bridge has been completed with results to be used in obtaining funding to replace the bridge. Council is currently working with Barenji Gadjin Land Council for a Cultural Heritage Management Plan.</p> <p>Alluvium Consultants have proposed and provided some preliminary design solutions and costs for the replacement of the leaking wooden sections of the Jeparit weir which are only expected to last a few more years.</p>	<p>Stage two on the site report and assessment for Ross Lakes has reached draft stage with the recommendation that the Lake be supported as an intermittent wetland.</p> <p>The draft report will be finalised and the project will be predominately managed by Wimmera CMA.</p> <p>Ongoing development of a project to repurpose a decommissioned water reservoir at Rainbow for use as a recreational lake for the local community.</p> <p>Wimmera River Waterway Management Plan to be finalised and presented to Council for adoption.</p> <p>Ongoing relationship building with the Wimmera Catchment Management Authority, Parks Victoria and Marine Safety Victoria.</p> <p>Securing of additional funds to assist with the redevelopment of the Jeparit Swimming Hole and Wimmera River Discovery Trail – Jeparit Visitor Node.</p> <p>Ross Lakes report was completed and it was established that the lake be considered as an opportunity for an intermittent wetland subject to conditions and availability of funding for pipeline support (in hands of GWM).</p> <p>The Rainbow Lake Committee have taken possession of the decommissioned reservoir south of Rainbow and are working through.</p>
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What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>2.1.4 CONT Enhance river and lakes environment to support informal recreation and social interaction (subject to funding)</p>	<p>Plans for Nhill Lake improvements developed</p> <p>Study of recreational and environmental water for Rainbow community completed</p> <p>Improved Wimmera River facilities for fishing and boating</p>	<p>2018/19</p>	<p>As a part of the Jeparit node of the Wimmera River Discovery Trail, two concept drawings have been prepared for the redevelopment of the Jeparit Swimming Hole, with a third currently being developed to consider mobility scooter access.</p> <p>Flood gauges at Dimboola have been installed by the Wimmera Catchment Management Authority to more accurately monitor water levels, which are to be agreed upon by various user groups based on their recreation activities.</p> <p>Wimmera River Discovery Trail funded, will align with and support WMCA drought refuge pool strategy.</p> <p>The new Dimboola Rowing Club launch pontoon is completed, is in use and has been officially opened.</p> <p>GWM Water has obtained funding for water connection infrastructure to the former water reservoir to create a community recreation lake.</p>	<p>Through planning queries at moment (actually sitting with Council. Pipeline connection to the lake site should occur within next few months. Committee actively planning development of site and applying for funding across various levels.</p> <p>Representation on Wimmera River Drought Refuge Pools steering group (WCMA lead project).</p>
	<p>2.1.5 Continue to implement the Nhill Aerodrome Master Plan</p>	<p>One initiative from the Master Plan implemented</p>	<p>2018/19</p>	<p>Amenities have been upgraded.</p> <p>Nhill Aerodrome Master Plan adopted by Council on 01 May 2019.</p> <p>A grant has been obtained to establish a new memorial entrance to the aerodrome. This has been established in conjunction with NAHC. Construction of the new entry is almost complete.</p> <p>Construction of the new entrance into the Nhill Aerodrome was completed in late October 2019.</p>	<p>Continue to adhere to the plan and develop and maintain the aerodrome as a functional facility and tourist attraction.</p> <p>Continue to budget and advocate for master plan actions to be undertaken.</p> <p>Official opening of the new memorial entrance into the Nhill Aerodrome. Opening has been delayed due to COVID-19 pandemic.</p> <p>Pavement classification study for the runway to be undertaken.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	2.1.6 In partnership with other agencies implement recommendations from the Wimmera Catchment Management Authority's Flood Plain Management Strategy	Implementation of recommendations from strategy underway	2018/19	Wimmera Catchment Management Authority's Flood Plain Management Strategy is complete. HSC Officer representation on Wimmera Floodplain Management Strategy Implementation Committee.	Implement actions from the Wimmera Catchment Management Authority's Flood Plain Management Strategy – subject to funding. Ongoing.
	2.1.7 Advocate for the construction of emergency services facilities in Dimboola	Emergency services relocated	Ongoing	The CFA have purchased property in High Street, Dimboola where the local CFA will be relocated to when appropriate funding is obtained. A letter has been sent to the Andrews government advocating for a new facility.	Advocate for and support the local Dimboola CFA in their quest to obtain funding for a new fire station. Ongoing.
	2.1.8 Explore alternative road base treatments that will reduce long term maintenance cost	Alternative road base treatments trialled in three locations	2018/19	Works currently planned to install a geotec textile material in the road base along McKenzie and Grieg Roads to prevent the rising salinity reacting with the limestone.	Look to incorporate the use of recycled material in road specifications. Review of road construction trials. Investigate use of gypsum in road base to counteract salinity issues.
2.2 A community that reduces its reliance on water and manages this resource wisely	2.2.1 Explore options for rainwater/stormwater harvesting to supplement the water supply for community assets	Rainwater/stormwater harvesting opportunities identified	2018/19	Installation of drought relief and fire suppression water tanks at Diapur. Tanks are charged from underground aquifers. Replacement of pumps and fire suppression water tanks on Rainbow-Nhill Road, Lake Hindmarsh to be installed in second quarter of 2018/19. This project was completed in May 2019. Funding of \$50,000 has been obtained through a Community Climate Change Adaptation Program to assist with the establishment of community green spaces as part of the Wimmera River Discovery Trail Visitor Nodes in Dimboola and Jeparit.	Incorporate into all designs for new facilities, Tree gardens, WSUD's Encouraging the use of tanks and other water harvesting techniques for new structures. Consider upgrade of gardens for improved reticulation/automatic watering systems. Investigate use and installation of trash nets to improve quality of water in our catchments.

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	2.2.2 Replace appliances in Council facilities with water efficient appliances if and when redevelopment occurs	Water efficient appliances installed	Ongoing	Dual flush toilets have been installed at Nhill Aerodrome. Rain water tanks have been installed at the Dimboola Library and new amenities block. E-waste sheds Dimboola/Nhill have rain water tanks.	Investigation of the cost and installation of push button taps in new public facilities. Any new buildings will have water saving devices. Rain water tanks will be installed to capture rain water from the new Dimboola Library. Continue opportunity for water harvesting on new Council built assets. Rain water tanks at Rainbow Library.
2.3 A healthy natural environment.	2.3.1 Continue to work with local Landcare groups	Memorandum of Understanding with Hindmarsh Landcare Network	Ongoing	MOU with Hindmarsh Landcare exists and is reviewed periodically. Council have been working with Landcare groups.	Periodical reviews of MOU. Exploring ways to align Hindmarsh Landcare Network Wimmera River corridor tree planting project with WRDT. WRDT is still being developed.
2.3 A healthy natural environment.	2.3.2 Continue to implement actions from the Roadside Pest Plant and Animals Plan (subject to funding)	Kilometres of roadside treated	Ongoing	When undertaking the annual strategic fire break program, the opportunity is also taken to spray for noxious weeds. In addition, Council is negotiating with the Landcare Co-ordinator to provide the conduit between Council and farmers that are interested in partnering with Council to treat sucker trees on low traffic volume roadsides, along with sourcing most suitable treatments on vermin and weeds.	Continuance of shire wide roadside slashing and spraying program, working with the local Landcare groups.

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	2.3.3 Implement Planting Program to improve tree coverage and shade cover in high traffic urban areas	Number of trees planted and successfully established	2017/18	Draft Street and Reserve Tree Strategy adopted in November 2018. Approximately 220 trees have been ordered for urban planting in June 2019. Trees that have not survived from 2019 plantings are included in the order for 2020, as a total of approximately 214 trees planted for 2020.	Street and Reserve Tree Strategy to be considered during budget process.
2.4 A community living more sustainably.	2.4.1 Advocate for distributed energy generation for Shire towns using solar, waste and biomass, wind and geothermal sources, subject to funding	Distributed energy generation trial program developed	2019/20	Submitted letter of support to DELWP as part of planning consultation for proposed Nhill Wind Farm Participated in Wimmera Southern Mallee Regional Planning and Energy Workshop.	Council officers continue to work with Diapur Wind Farm Project Managers. Nhill Solar Farm planning permit has been reviewed.
	2.4.2 Advocate for upgrades to the main electricity grid servicing Hindmarsh Shire to support alternative electricity generation	Advocacy activity undertaken	2017/18	Where the opportunity arises this is raised with Ministers where appropriate.	Advocacy will be included in the agenda for the upcoming Canberra trip for the Mayor and CEO.
	2.4.3 Explore innovative waste management options for green waste	Report provided to Council	2017/18	Council purchased a mulching head attachment for the existing skid steer, which is to be used to transform green waste into recycled mulch.	Working with regional waste management group on initiatives for management of organics.
	2.4.4 Continue to support Wimmera Mallee Sustainability Alliance	Active Wimmera Mallee Sustainability Alliance membership continued	Ongoing	Membership renewed. Council represented by Cr Ismay and Coordinator Facilities and Environment.	

Competitive & Innovative Economy

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
3.1 A strong rural economy and thriving towns.	3.1.1 Market the Shire's liveability, its stunning environment, relaxed country living and unique business opportunities	Development of marketing initiatives and continued promotion of Council and tourism websites	Ongoing	<p>The Youth Council's tourism guide for families has been printed and distributed. Tourism Officer continues to attend regional tourism meetings. Funding application for a Strategic Municipal Marketing Plan has been submitted – awaiting outcomes of application. Tourism signage plan has been prepared. Migrant Open Weekends have been held.</p> <p>Improved signage promoting towns and the shire have been prepared and will be implemented on an ongoing basis.</p> <p>Visit Victoria funded a masterplan/business case exploring options for an alternate Silo Art project in Rainbow. Masterplan / Business case completed.</p> <p>New shire and town entry sign designs have been established and a number of new signs installed.</p> <p>Funding leveraged for Albacutya Silo Art with works to commence in September / October 2020.</p> <p>Better Approvals project completed along with development of business kit and investment prospectus.</p>	<p>Awaiting outcomes of Strategic Municipal Marketing Plan and Council Budget submissions to implement actions.</p> <p>Further development of the Silo Art Trail into Hindmarsh Shire.</p> <p>Establishment of the Destination Management Plan through WDA.</p> <p>Include businesses for sale and employment opportunities on Council and Tourism websites.</p> <p>Continue the installation of new signage as funding permits.</p> <p>Implementation of Albacutya Silo Art.</p> <p>Ongoing discussions with Visit Victoria re: funding options for Lew Schillings silo project in Rainbow.</p>
	3.1.2 Prepare designs and prospectus for Dimboola Industrial Estate	Designs completed	2017/18	<p>To be developed – subject to funding. Concept Plans have been established.</p>	<p>To be developed – subject to funding.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
3.1 A strong rural economy and thriving towns.	3.1.3 Support and promote work experience, apprenticeships and cadetships	Number of cadets and work experience students hosted by Council	Ongoing	Engagement of work experience students has continued across arrange of Council Departments. Infrastructure Services accommodated engineer student placement.	Continued support of work experience students etc.
	3.1.4 Facilitate business and social enterprise incubators, workshops and training	Professional development activities facilitated	2018/19	A range of small business workshops were held across the Shire in 2017 on a range of different topics. The Business Assistance Grants program assists with funding training etc. A review of the criteria for the Business Assistance Grants was held prior to the 2018/2019 Financial Year. Social enterprise workshops were held with Australian Centre for Rural Entrepreneurship in Nhill and Rainbow.	Continued funding of the Business Assistance Grants program. A review of the criteria for the Business Assistance Grants was held prior to the 2018/2019 Financial Year and will be reviewed on a regular basis. The Business Assistance Grants program will be reviewed for the 2020 / 2021 financial year. Tourism / hospitality business e-learning program developed through Wimmera Mallee Tourism.
	3.1.5 Support Emerging Entrepreneurs Program in partnership with Rural Councils Victoria	Program delivered in partnership with Rural Councils Victoria	2017/18	To be developed.	
	3.1.6 Encourage investment in housing stock to address housing shortages	Investment options promoted	2018/19	To be developed.	

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>3.1.7 Active involvement in Rural Councils Victoria (RCV) and Wimmera Development Association (WDA)</p>	<p>Continued membership of Rural Councils Victoria and Wimmera Development Association</p>	<p>Ongoing</p>	<p>Membership and active involvement with WDA and RCV is continuing on an ongoing basis.</p>	<p>Membership and active involvement with WDA and RCV is continuing on an ongoing basis.</p>
	<p>3.1.8 Work regionally/collaboratively with other organisations</p>	<p>Continued support/membership of Wimmera Regional Sports Assembly, Western Highway Action Group, Wimmera Regional Transport Group and Centre for Participation</p>	<p>Ongoing</p>	<p>Council's Community Development Coordinator is on the Wimmera Regional Sports Assembly Board and regularly attends meetings. Council is represented on the Western Highway Action Group by Cr Ismay and Council's Director Infrastructure Services and the Wimmera Regional Transport Group by Cr Gersch and Council's Director Infrastructure Services. Wimmera Regional Library Corporation – Cr Tony Schneider and Council's Director Corporate & Community Services. Tourism and Economic Development Officer is a representative on the Wimmera Indigenous Tourism Group.</p>	<p>Representation and attendance at these organisations will continue.</p>
	<p>3.1.9 Review Hindmarsh Planning Scheme, including Municipal Strategic Statement, with a focus on industrial and residential development</p>	<p>Hindmarsh Planning Scheme and Municipal Strategic Statement adopted.</p>	<p>2018/19</p>	<p>Public consultation for review of Planning Scheme has been completed. Draft is currently underway. The draft translation of the Hindmarsh Local Planning policies into the Planning Policy Framework has been reviewed by a Council Officer and was considered by Council for endorsement at the August 2020 meeting.</p>	<p>Ongoing.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>3.2 A thriving tourism industry.</p>	<p>3.2.1 Implement recommendations from the Wimmera Mallee Pioneer Museum Master Plan</p>	<p>One project implemented per year</p>	<p>Ongoing</p>	<p>Tourism & Economic Development Officer attends monthly WMPM CoM meetings and is attempting to implement recommendations from the Master Plan.</p> <p>Funding is required to implement recommendations which have not yet been obtained.</p> <p>A funding application for the purchase and installation of solar powered lights at the WMPM was successful.</p>	<p>Continue the implementation of the recommendations from the WMPM Master Plan.</p> <p>Continue to work with S86 Committee and look for funding opportunities.</p> <p>Solar lighting will be installed at the Wimmera Mallee Pioneer Museum mid-year.</p>

	<p>3.2.2 Promote and continue to develop our tourism facilities</p>	<p>Increased numbers of visitors to Council owned/operated tourism assets</p> <p>Improved tourism signage</p>	<p>Ongoing</p>	<p>Signage Strategic Plan has been developed.</p> <p>Hindmarsh Heritage Drive brochures developed and distributed.</p> <p>Recreational bikes for Riverside Holiday Park, Dimboola are proving to be popular and hire and usage agreements prepared and in use.</p> <p>A new front entrance sign for the Riverside Holiday Park has also been prepared.</p> <p>Visit Victoria funded a masterplan/business case exploring options for an alternate Silo Art project in Rainbow.</p> <p>New Shire and Town entry sign designs being finalised in consultation with VicRoads.</p> <p>New HSC brochure suite being developed.</p> <p>“Hindmarsh Highlights” and town tourism sigs (Nhill and Jeparit) have been installed.</p> <p>Riverside Holiday Park brochures and business cards printed.</p> <p>New WMT website “Visit Wimmera Mallee” launched include interact touring routes, videos and podcasts.</p> <p>New Hindmarsh Shire brochure designed and printed.</p> <p>Wimmera River Discovery Trail funded and preliminary work has commenced.</p> <p>Albacutya Silo Art funding secured, design work completed and works to be undertaken as soon as COVID-19 restrictions allow.</p> <p>Leveraged financial and in-kind support from Visit Victoria for the development and marketing of digital media around the Albacutya Silo.</p>	<p>Further development of the Silo Art Trail – subject to funding.</p> <p>Implementation of Wimmera River Discovery Trail.</p> <p>Continued implementation of the branding and signage plan.</p> <p>A name change for the Jeparit Caravan Park has been suggested to better reflect its strategic location adjacent to the Wimmera River.</p> <p>Design and printing of new town brochures.</p> <p>Potential to further develop Dimboola Common interpretation and visitor attraction / experience through Creative Victoria grant.</p> <p>Development of regional touring routes and related marketing via WMT/WDA grant funded projects (in progress)</p> <p>Continued (growing) regional support and resources from Visit Victoria ... potential positive outcomes for our region from the Regional Tourism Review and Tourism Recovery (post covid-19) currently underway.</p> <p>Continue discussions with Visit Victoria to leverage funding for Llew Schillings Silo project.</p> <p>Visit Victoria / RDV establishing project working group to develop Llew Shillings Silo project to ‘shovel-ready’ stage and leverage of funding.</p>
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What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>3.2.2 Promote and continue to develop our tourism facilities cont'd</p>	<p>Increased numbers of visitors to Council owned/operated tourism assets</p> <p>Improved tourism signage</p>	<p>Ongoing</p>	<p>Visit Victoria funded masterplan and business case developed for tourism activation of Llew Shilling's silo in Rainbow</p> <p>Staged implementation of new Shire and Town Entry signage has commenced.</p> <p>Townscape masterplans and Caravan/camping site study initiated through WMT's BRRF grant (first drafts received)</p> <p>Yurunga Homestead northern veranda repaired through Heritage Victoria grant</p> <p>Nhill Aerodrome entrance project completed through Victoria Remembers grant</p> <p>2020 Great Victorian Bike Ride leveraged to start in Rainbow showcasing/marketing the region.</p> <p>"Hindmarsh Highlights" and town tourism signs (Nhill and Jeparit) have been installed.</p>	<p>Complete Shire and Town Entry signage replacement</p> <p>Complete town brochure redesign</p> <p>2020 Great Victorian Bike Ride likely rescheduled to 2021, still planning to use same route starting in Rainbow.</p> <p>Continue to leverage for grant funding for facility upgrades and new cabins in Shire caravan parks, drawing support from regional (RDV, WDA and WMT) strategies and accommodation gap analysis</p> <p>Continued leveraging for further silo art instalments</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>3.2.3 Develop a trail along the Wimmera River and Lake Hindmarsh (subject to funding)</p>	<p>Wimmera River Discovery Trail, Stage 1, completed</p>	<p>2017/18</p>	<p>The Wimmera River Discovery Trail has been identified as a priority in the draft Grampians Region Cycling and Trails master plan and is gaining support from a range of organisations and sources.</p> <p>Council successful in obtaining funding through the Building Better Regions Fund for the Wimmera River Discovery Trail, Stage 1 from Dimboola to Jeparit.</p> <p>Advisory Group established, MOU with BGLC drafted.</p> <p>Support and resources leveraged from Parks Victoria</p> <p>WRDT (along with Silo Art Trail) established as this regions 'iconic' cycling experiences in the "Cycle West" branding/marketing project (though WDA/RDV/Regional Partnership)</p>	<p>Continue to advocate for funding for the establishment of the Wimmera River Discovery Trail. Develop a business study / business case to provide stronger leverage for funding opportunities.</p> <p>Works to commence on the Wimmera River Discovery Trail in mid 2019.</p>
	<p>3.2.3 Support innovative community-driven events and festivals that stimulate tourism growth in the region</p>	<p>Support of at least three community events per year</p> <p>Funding guidelines for regional events, arts and culture, developed and Community Action Grants Program – Events Sponsorship - reviewed</p>	<p>Ongoing</p>	<p>Support has been provided for the Nhill Lake Fiesta, Jeparit Fishing Competition, Dimboola Rowing Regatta and Fishing Classic, Rainbow Desert Enduro and Wimmera Mallee Pioneer Museum Vintage Rally, ParkRun in Nhill and NAHC Vintage Military Vehicle rendezvous among others.</p> <p>Community Action Grants program has been reviewed.</p> <p>An improved process for the assessment and approval process for community based events has been established.</p>	<p>Continue to advocate and support community based events and festivals.</p> <p>Improved and more efficient processes and procedures to assist with the planning and implementation of events are being developed.</p> <p>Continued monitoring and reviewing internal permit process.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>3.2 A thriving tourism industry.</p>	<p>3.2.4 Facilitate links between contemporary local and regional events, tourism product and businesses to maximise economic outcomes across the Shire</p>	<p>Calendar of events hosted and promoted on Council's websites and Facebook pages</p>	<p>2017/18</p>	<p>Council events listed on new council website, council/community events listed on Visit Hindmarsh website and promoted on Council's Facebook.</p> <p>Tourism brochure distribution at Rainbow Desert Enduro.</p> <p>Live Stream digital marketing at Rainbow Enduro events and HPV event. WMT owned equipment obtained through grant for Live Streaming future events.</p>	<p>Continued focus of promotion of Hindmarsh tourism attractions shire-wide at events.</p> <p>Pro-actively working with event organisers for shire tourism promotional opportunities at events.</p> <p>Wimmera Mallee Tourism's BBRF funded project "Trading off the Tourism Trails" will incorporate community and business forums and support focusing on maximizing economic input from tourism.</p>
	<p>3.2.5 Review the management of Council's caravan and camping accommodation</p>	<p>Report provided to Council</p>	<p>2017/18</p>	<p>Report presented to Council with suggested management options for considerations.</p> <p>Regular meetings are held in all council owned caravan and camping facilities to understand areas for improvement.</p> <p>Dimboola caretaker living onsite.</p> <p>A funding application to improve all-abilities amenities and BBQ facilities at Dimboola's Riverside Holiday Park was successful.</p> <p>A funding application for joint female friendly change rooms / Rainbow caravan park female amenities was successful.</p>	<p>Ongoing. Expansion of facilities subject to suitable funding sources as opportunities arise.</p> <p>Wimmera Mallee Tourism's BBRF funded project "Trading off the Tourism Trails" will incorporate strategies around caravan parks across the region.</p> <p>Planning and design work for Rainbow female friendly change rooms is underway.</p> <p>Report to be presented to November 2020 Council meeting reviewing the management of Dimboola's Riverside Holiday Park.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	<p>3.2.6 Facilitate “Tourism is everyone’s business” forums</p>	<p>Forums held</p>	<p>2018/19</p>	<p>Successful Tourism Forums were held in Dimboola, Rainbow, Jeparit and Nhill during February 2018.</p> <p>The Nhill Tourism and Business Group has been established and meets on a regular basis. Council’s Tourism and Economic Development Officer attends these meetings.</p>	<p>Continue to promote “Tourism is everyone’s business” throughout the Shire in an ongoing capacity.</p> <p>Hold a Tourism Forum adapted specifically for the Karen community.</p> <p>Wimmera Mallee Tourism’s BBRF funded project “Trading off the Tourism Trails” will incorporate strategies around caravan parks across the region</p> <p>A name change for the Jeparit Caravan Park has been suggested to better reflect its strategic location adjacent to the Wimmera River.</p>
	<p>3.2.7 Promote and support local historic assets and heritage groups.</p>	<p>Local historic assets and heritage groups supported.</p>	<p>Ongoing</p>	<p>Heritage Drive brochure established and distributed Youth Council tourism brochure – A tourism guide for families established and distributed. Heritage Victoria Grant obtained for veranda repairs at Yurunga.</p> <p>Victoria Remembers Grant obtained for memorial development at Nhill Aerodrome entrance and interpretive signage, will be completed by November 2019.</p> <p>Financial and in-kind support for NAHC Air Show, November 2019.</p> <p>Significant increase in organised bus tours, particularly to Yurunga and NAHC, through advocacy by Wimmera Mallee Tourism.</p> <p>New Brochures, plus pull-up banner designed and printed for Wimmera Mallee</p>	<p>Implementation of the Signage Strategic Plan.</p> <p>An idea to establish a Hindmarsh Cemeteries brochure has been mooted which would complement the Heritage Drive brochure and add another tourism aspect to the region.</p> <p>Listing Yurunga and WMPM on the Australian Tourism Data Warehouse.</p> <p>Development of Hindmarsh Heritage Tour booklet combining Hindmarsh Heritage Drive, Hindmarsh Cemetery Drive, and town historical walks.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
				<p>Pioneer Museum.</p> <p>Aerodrome entrance project completed</p> <p>Yurunga northern veranda repaired through Heritage Victoria grant</p> <p>Hindmarsh Cemetery Drive developed digitally (on Visit Hindmarsh website).</p> <p>Nhill historic and nature walks flyer produced by Nhill Tourism Group and Nhill Historical Society.</p>	
	<p>3.2.8 Work collaboratively with the Wimmera Mallee region's Indigenous Tourism Group</p>	<p>Actively participate in the regional tourism group</p>	<p>Ongoing</p>	<p>Tourism and Economic Development Officer is a very active participant in the Wimmera Mallee Tourism Association and is developing substantial links with the BGLC. Drafted MOU with BGLC for WRDT.</p> <p>Drafted broader MOU and Reconciliation Action Plan. Both this and WRDT MOU will assist with greater opportunities to work with and support BGLC and the Wotjobaluk Communities.</p> <p>The recently completed Dimboola mural has a strong indigenous theme and the artists 'interpretive sign' will detail further indigenous information. This will complement the Dimboola Visitor Node of the WRDT.</p>	<p>Continue to advocate for the development of the Wimmera Keeping Place to be built in Dimboola.</p> <p>The proposed Dimboola Visitor Node of the Wimmera River Discovery Trail will have a focus on indigenous culture and heritage through interpretative signage and landscaping.</p> <p>Expanded interpretation and visitor experience at Dimboola Commons potential project</p> <p>Potential Indigenous themed Silo Art</p>
<p>3.3 Modern and affordable information and communication technology throughout the municipality.</p>	<p>3.3.1 Advocate for appropriate NBN coverage.</p>	<p>Support the Wimmera Development Association and Wimmera Mallee councils in advocacy efforts</p>	<p>2017/18</p>	<p>Ongoing</p>	<p>Ongoing</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	3.3.2 Promote the use of latest technology to advance business practices	Promotional activities undertaken	2018/19	Ongoing Council's road construction team now uses latest technology being 3D machine control on their graders, increasing efficiency.	Ongoing
	3.3.3 Advocate for improved mobile phone coverage, including telecommunications tower at Yanac	Number of black spots reduced	Ongoing	Tower at Yanac announced in March 2019 as part of the Mobile Black Spot program.	Ongoing
	3.3.4 Advocate strongly for installation of a television repeater tower at Rainbow	Television reception improved	2020/21	Ongoing	Ongoing
3.4 Transport solutions that support the needs of our communities and businesses.	3.4.1 Advocate for flexible and responsive public and freight transport.	Active involvement in Western Highway Action Committee and Wimmera Regional Transport Group	Ongoing	Representation at the Western Victoria Rail Project and promotion of the project has been undertaken. Council has provided input into the Regional freight and transport plans via the Wimmera Regional Transport group. Council is also a member of the Rail Freight Alliance. Regional Transport Strategy 2020 (Wimmera and Southern Mallee) developed.	Continued advocacy and promotion of the project.

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
	3.4.2 Investigate innovative transport solutions and facility upgrades	Improvements to transport gaps identified Improvements to Dimboola bus stop facilities	2018/19	<p>Redevelopment of the Dimboola Bus Stop is proposed as part of the redevelopment of the Dimboola Library.</p> <p>A temporary coach stop is located in Lochiel Street adjacent to the former Dimboola Hotel site.</p> <p>It is envisaged that this will be established as the permanent coach stop location.</p>	<p>Council to consider options for passenger bus drop off / pick up zones prior to undertaking any community consultations.</p> <p>Plans will be prepared and presented to V/Line and PTV regarding a permanent coach stop in Lochiel Street.</p>

Our People, Our Processes

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
4.1 Long-term financial sustainability.	4.1.1 An equitable, efficient and transparent rating strategy	Annual review of Council's Rating Strategy	Ongoing	Council's rating strategy is reviewed annually as part of the budget process.	Council's rating strategy will be reviewed as part of the 20/21 budget process.
	4.1.2 Further develop Council's long term year financial plan	Ten year plan updated annually	Ongoing	Council's long term financial plan is updated annually as part of the budget process.	Council's long term financial plan will be updated as part of the 20/21 budget process.
	4.1.3 Advocate to State and Federal Governments for a sustainable funding model for small rural councils	Lobby relevant Ministers as opportunities arise	Ongoing	Cr Gersch continually and actively supports RCV's lobbying to Minister for Local Government and the Treasurer on behalf of Council.	
	4.1.4 Build strong relationships with upper and lower house representatives at a state and federal level.	Lobby relevant representatives as opportunities arise	Ongoing	Close relationships developed with Andrew Broad MP and Emma Kealy MP	Council to hold Federal Election Forum for Mallee Candidates in April 2019.
	4.1.5 Undertake service planning across Council's operations	Number of service plans completed	2017/18	Service planning has commenced for Operations and Statutory Planning.	Further service plans to be undertaken during 2018/19.
4.2 Quality customer services.	4.2.1 Develop and implement a customer service strategy	Customer service strategy adopted	2017/18	New customer service charter adopted which clearly details Council's service strategy for customer service standards.	
4.3 An engaged, skilled Council and workforce capable of meeting community needs.	4.3.1 Implement a project management system, including training for key staff	Project Management System in place	2017/18	Project management system has been implemented and Project Management Framework adopted by Senior Management Team.	

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>4.3 An engaged, skilled Council and workforce capable of meeting community needs.</p>	<p>4.3.2 Provide professional development opportunities and training for staff and Councillors</p>	<p>Training and professional development undertaken</p>	<p>Ongoing</p>	<p>Sessions such as dispute resolution training have been held in Nhill for a number of staff, as well as active encouragement to look for and attend training that will develop staff skills for their roles.</p> <p>Fraud Awareness, Unshakeable Leaders and Unshakeable at work training undertaken by staff in early 2019.</p> <p>Training requirements are also identified through performance reviews.</p> <p>Managing Stress and building resilience training completed by range of staff in November 2019.</p> <p>Manual Handling training completed by range of staff in December 2019.</p> <p>Rotating staff training on variety of equipment to ensure flexible and allow multi-skilling of teams.</p>	<p>Manual Handling training will be completed by staff who did not undertake in December 2019.</p>
	<p>4.3.3 Implement actions and initiatives from the Act @ Work program</p>	<p>Actions implemented</p>	<p>2017/18</p>	<p>All staff have undertaken Act@Work training and appropriate Action Plan has been developed and approved by the Chief Executive Officer.</p> <p>A second staff survey was conducted in December, 2017. This 'post training' survey measured the current attitudes, awareness and knowledge of the prevention of violence against women and made comparisons with the outcomes of the initial baseline survey.</p> <p>Recent interview panels have had a gender balance conducting interviews.</p>	<p>Implementation of the Act@Work Action Plan.</p> <p>Recruitments will ensure consideration is given to gender balance for interview panels.</p>

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
4.4 Efficient and effective information communications technology.	4.4.1 Review and implement Council's IT strategy	IT Strategy review completed	2017/18	On hold. Council successful with Rural Councils Transformation Project (RCTP) which is looking at transforming Council's Information Technology.	
4.5 Support for the community in the areas of emergency preparedness, response and recovery	4.5.2 Review Council's role in emergency management	Report presented to Council	2017/18	Report presented to Council on Phase 1 of Local Government Victoria's <i>Council in Emergencies</i> project and also the potential changes and impacts of the Emergency Management Bill. Continuation of the Municipal Emergency Resourcing Program (MERP) Funding for a further 4 years. New Wimmera Emergency Management Coordinator has been appointed to oversee the project for the next 4 years.	Partner with key agencies and emergency services to implement changes resulting from Emergency Management Bill. Continue to liaise with neighbouring Council's in cross border emergency management. Recruitment for a Wimmera Emergency Management Officer is currently underway.
	4.5.3 Maintain the Jeparit levee bank.	Maintenance works completed	2017/18	Provision has been made in the draft 2018/2019 budget for abutment works and boards.	Allocation for full structure replacement should be made in the long term financial plan. Council will require external funding to assess and renew the Jeparit levee bank prior to accepting maintenance responsibilities.

What we will achieve	How we will achieve this	How we will measure success	Year to be achieved	Achievements	Looking ahead
<p>4.6 An organisation that takes its risk management responsibilities seriously and embeds a culture of risk management throughout the organisation.</p>	<p>4.6.1 Include risk management as a standing item on Audit Committee, Council and Senior Management Team agendas</p>	<p>All Audit Committee meetings have considered risk management</p>	<p>Ongoing</p>	<p>Risk Management is a standing item on Audit Committee Agenda's and reviewed at SMT meetings. Fraud Prevention and Control Policy and Plan developed and adopted.</p>	<p>Risk Management Framework being reviewed and developed.</p>
	<p>4.6.2 Develop a governance and compliance framework within Council.</p>	<p>Quality Assurance Framework developed.</p>	<p>2017/18</p>	<p>Governance adviser implemented framework for governance and compliance review. Stage 1 requirements for Local Government Act 2020 adopted by due date of 1 September 2020</p>	<p>Regular reviews undertaken to ensure council is compliant with required legislation. Continue to work towards implementing policies, plans and procedures in line with the requirements of Local Government Act 2020.</p>



8 September 2020

MINUTES OF THE COVID-19 COMMUNITY REVITALISATION REFERENCE GROUP MEETING HELD VIA WEB MEETING ON TUESDAY 8 SEPTEMBER 2020, COMMENCING AT 5.00PM.

PRESENT:

Cr Rob Gersch – Chairperson
Mr Ross Barker – Member
Ms Yvonne Dippel – Member

Ms Monica Revell – Director Corporate & Community Services
Mr Phil King – Manager Economic & Community Development

Mr David Tepper – DHHS (Emergency Management division)
Ms Dorothy McLaren – West Wimmera Health Services

A G E N D A

1. Welcome and Acknowledgement of the Indigenous Community

Welcome and acknowledgement of the indigenous community by the Chairperson.

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

2. Apologies

Ms Joanne Thomas – Member

3. Declaration of Interests

Committee Members to declare any known interests in relation to any item published on the agenda for this meeting, either:

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

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

4. Confirmation of Minutes of Previous Meeting

MOVED: R Barker / D McLaren

That the Minutes of the COVID-19 Community Revitalisation Reference Group meeting held on Tuesday 11 August 2020 via web meeting, as circulated to members be taken as read and confirmed.

Refer attachment 4.1

5. COVID-19 PANDEMIC COMMUNITY SURVEY

Responsible Officer: Director Corporate & Community Services
Attachment: 5.1 Survey responses

Introduction:

The purpose of this report is to discuss the responses received to date for the COVID-19 Pandemic Community Survey.

Discussion:

At the meeting held on 11 August 2020 a COVID-19 community survey was discussed and draft presented. Following the meeting the survey was finalised by the reference group.

Council advertised the survey through media releases, posts on Council's Facebook page, word of mouth and in Council's monthly newsletter.

The survey is available on Council's website or via hard copy when requested.

To date 63 survey responses have been received. Surveys have been received from each town within the Shire (15 Dimboola, 1 Horsham, 5 Jeparit, 1 Lake Hindmarsh, 1 Netherby, 21 Nhill and 19 Rainbow).

Social Connection and Mental Health have been identified as the biggest issues for Hindmarsh, with 16 respondents having reduced hours, becoming unemployed or closed / reduced business hours.

Survey responses have been collated and provided to the committee for further discussions.

The survey will continue to be available to the Community and committee members are encouraged to continue to promote the survey through their networks to ensure a broad range of responses.

MOVED: Y Dippel / D Tepper

That the Committee review the COVID-19 survey responses to date and continue to promote the survey throughout the community.

Refer attachment 5.1

6. Hindmarsh Shire Council Recovery Plan

Responsible Officer: Director Corporate & Community Services
Attachment:

Introduction:

The purpose of this report is to discuss initiatives for consideration in the development of the COVID-19 Recovery Plan.

Discussion:

At the meeting held on 11 August discussion was held regarding the Key Result Areas and Response initiatives in the development of the COVID-19 Recovery Plan.

The table below provides a list of KRA's and Response initiatives discussed.

KRA	Response Initiative
Community Liveability	<ul style="list-style-type: none"> • Senior citizens centres • Libraries • Community Care Services, Meals on Wheels • Community Assistance • Long term public health measures • Community Connections • Arts & Culture • Recreation – walking tracks, fishing etc • Youth Services
Built & Natural Environment	<ul style="list-style-type: none"> • Town Beautification • Community Centres and Public Halls • Sport and Recreation
Competitive and Innovative Economy	<ul style="list-style-type: none"> • Caravan Parks • Tourism • Business Assistance • Economic Development • Rural Lifestyle
Our People, Our Processes	<ul style="list-style-type: none"> • Customer Services • Communication • Financial Hardship Policy • Workforce redeployment

The following table provides a list of current initiatives being undertaken for Response initiatives. A column has been added for the committee to discuss future initiatives / Grants to source to assist the community in recovery.

Response Initiatives	Current Initiatives	Future Initiatives / Grants to source
<ul style="list-style-type: none"> • Senior citizens centres • Libraries • Community Care Services, Meals on Wheels • Community Assistance • Youth Services • Volunteers 	<ul style="list-style-type: none"> • Senior citizens centres to reopen when it is safe to do so, and in line with easing of restrictions • Libraries are offering click and collect services during stage 3 restrictions; Libraries to reopen when it is safe to do so, and in line with easing of restrictions • Community Care Services are operating with additional measures in place to protect staff and consumers, • Meals on Wheels are currently being delivered by Council staff; when safe to do so, Community members will be encouraged to volunteer for Meals on Wheels delivery • Community Assistance is being provided through social outreach support during stage 3 restrictions. When safe to do so, small group activities will be organised encouraging community members to participate and re-engage with others. Community Assistance Grants Round 1 is currently being advertised to provide support to community groups and organisations through financial contribution towards fixed costs (eg insurance, affiliation fees, rent, utilities etc). 	<ul style="list-style-type: none"> •

	<ul style="list-style-type: none"> • Long term public health measures • Community Connections – Council is currently providing outreach services to vulnerable community members with regular phone calls. • Arts & Culture • Recreation – walking tracks, fishing etc • Youth Services – Hindmarsh Shire Youth Council currently undertaking activities online 	
<ul style="list-style-type: none"> • Town Beautification • Community Centres and Public Halls • Sport and Recreation 	<ul style="list-style-type: none"> • Town Beautification is currently strengthened through the employment of an additional 8 employees for 6 months under the Working for Victoria program. • Community Centres and Public Halls will reopen when it is safe to do so, and in line with easing of restrictions. • Sport and Recreation will be encouraged to reopen when it is safe to do so, and in line with easing of restrictions. Sporting clubs are encouraged to apply for Round 1 community action grants to assist with financial contribution towards fixed costs (eg insurance, affiliation fees, rent, utilities, etc). 	<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • Caravan Parks • Tourism • Business Assistance • Economic Development 	<ul style="list-style-type: none"> • Caravan Parks are currently open to essential travellers only. When it is safe to do so, Caravan Parks will reopen to the public. 	<ul style="list-style-type: none"> •

	<ul style="list-style-type: none"> • Tourism – increased promotion of Hindmarsh Shire to commence • Business Assistance – Council’s Business Assistance Grants program round 1 is currently being advertised to provide financial assistance to businesses with advertising, social media or website development and financial support for costs associated with the COVID-19 pandemic. • Economic Development - Council’s Economic Development Team currently providing support to Hindmarsh businesses through regular calls, emails and providing assistance where needed to navigate state and federal grants • Rural Lifestyle 	
<ul style="list-style-type: none"> • Customer Services • Communication • Financial Hardship Policy • Workforce redeployment 	<ul style="list-style-type: none"> • Customer Services are currently being delivered by telephone, or appointment only in the Nhill office. When safe to do so, Customer service centres will reopen to the community. • Communication • Financial Hardship Policy – Council’s Financial Hardship Policy is available on the website. Community members struggling are encouraged to make contact with Council to discuss options for payments of accounts or rates. • Workforce redeployment – Council has 	<ul style="list-style-type: none"> •

	redeployed staff to work through the COVID-19 pandemic including making regular social outreach calls to vulnerable community members; and business check ins.	
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MOVED: R Barker / D Tepper

That Hindmarsh COVID-19 Revitalisation Reference Group members consider future initiatives and grants for consideration in the development of the Hindmarsh COVID-19 Recovery Plan and provide details to Hindmarsh Shire Director Corporate & Community Services.

8. General Business

Y Dippel – Consider advertising on local radio what Council is currently doing to assist the community.

9. Next Meeting

The next meeting will be held on Tuesday 6 October 2020, commencing at 5pm.
Meeting closed at 5:42pm

Yurunga Committee of Management

General Meeting Thursday, February 27, 2020, Yurunga dining room

Minutes

Welcome and opening at 7:35pm

Members present: Jenny Solly (Chair), Peter Solly (Secretary), Helen Fisher, Lou Ravenhorst

Visitors: Jeff Woodward (Hindmarsh Shire)

Apologies: Nil

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

- Picking remaining peaches
- Bindii spraying
- Cabinet donation

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

Nil

Minutes of the previous meeting as circulated

Moved: Peter Solly, Helen Fisher - That the minutes be accepted as a true and accurate record. c/d

Business Arising:

- Daryl Leyonhjelm (Nhill) is the successful tenderer for the restoration of the north & west verandah. Trevor Dumesny could only start in September
- The verandah project should get going in early April
- Jan 26: Yurunga's pre-budget submission (our wishlist of projects and maintenance works) was forwarded to Council
- Jan 30: Dr Gary Hill & Elaine Doling (Minerva Heritage, Bendigo) have been engaged by Council to complete a Conservation Management Plan for the Yurunga site. Thank you to Jeff Woodward & Council for supporting the concept of the CMP. Council is covering the cost
- Feb 12: Three ladies from Heritage Victoria visited, along with heritage consultants Dr Gary Hill & Elaine Doling & Jeff Woodward & Simon Landrigan from Council. They were very impressed with the displays & enthusiastic about Council reapplying for more grant money next year
- Dr Gary & Elaine have established that the original colour of the lamp post was Indian Red

- Electrician Heather is to look at the lamp post & options for its installation near where it originally stood, just inside the picket gate on the right hand side of the path. Heather has looked at it but not back to us yet.
- The lamp post will go to Ron Ismay for sandblasting & painting as soon as possible
- Dr Gary has asked for some more verandah boards to be lifted & measurements made. (Lou & Peter will do this.) Darryl Lleyonjelm decided to do this himself. Daryl and Dr Gary's measurements differed.
- Recommendations for finishing the timber inside the front door will be part of the CMP
- 50 visitor leaflets were printed at the Learning Group. We will use one of Ben Gosling's photos next time
- Thanks to Allan for mowing and Ann for watering
- Peter & Jenny picked the plums. Helen has picked most of the peaches. Fruit has been placed in the craft shop for sale.
- Thanks Robyn for picking peaches.

Correspondence In (Emails)

- Jan 4: x4 Noella Smith (Shire) to Helen re food recalls
- Jan 24: Jeff Woodward to Peter re Council strategic objectives for pre-budget submission form
- Jan 26: Dr Gary Hill to Peter re visit on Feb 12 – identifying colours of woodwork & lamp post
- Feb 10: Jeff Woodward to Peter re proposed wedding ceremony at Yurunga on April 25, 2020
- Feb 5: Len & Olive Fox to Peter & Jenny re confirming sports car club visit on May 2 - 60 people & 30 cars
- Feb 19: Jeff to Peter re link to the Wimmera/Mallee Destination Management Plan Report

Late Correspondence in

- Feb 25 Maddison Hosking Trade Travel re dietary needs for March 9
- Feb 27 Simon Landrigan re copies of photos of Heritage Victoria visitors on Feb 12

Correspondence Out (Emails)

- Jan 5: Jenny to Council re copy of Oct Minutes
- Jan 26: Peter to Janelle Reichelt & Jeff re copy of Yurunga's Hindmarsh Shire Council's Community Group – Pre-budget Submission form 2020/21
- Jan 26: Peter to Dr Gary Hill re visit on Feb 12 – identifying colours
- Jan 27: Peter to Dr Gary re thanks
- Feb 10: x2 Peter to Jeff re proposed wedding ceremony at Yurunga on April 25, 2020
- Feb 14: Peter to Len & Olive Fox re confirming sports car club visit on May 2

Late Correspondence Out

- Feb 25 Maddison Hosking Trade Travel re dietary needs for March 9

- Feb 27 Simon Landrigan re copies of photos of Heritage Victoria visitors on Feb 12

Moved Lou Ravenhorst, Helen Fisher - That the inwards correspondence be accepted and the outwards endorsed. c/d

Reports

Hindmarsh Shire – Jeff Woodward

- On Friday March 13th Tourism Consultantants for Wimmera Mallee Tourism will be meeting re townscapes. We are invited to send a representative.
- Paul Matthews, CEO of Visit Victoria will be visiting again on April 3rd.

Moved Lou Ravenhorst, Helen Fisher - that the Hindmarsh Shire report be received. c/d

Financial Jenny Solly

To the end of January:

- Income \$101.00
- Expenses \$66.90 – reimbursement for extra mugs
- Unpresented cheque \$165 – Robinson Plumbing
- Balance \$11690.44 CR plus term deposit \$5000.00
-

Moved Jenny Solly, Lou Ravenhorst – That the Financial report be received. c/d

General Business

- Update on the lamp post – Peter will clean this up and get it to Ron Ismay for sand blasting and painting.
- Working bee to clear the gravel garden & installation of the light – to do.
- Working bee to remove some stone edgings and remove polypipe – to do
- Bedroom curtain – Need to purchase fabric and measure windows. Helen is still looking. The Maid's Room also needs to be done.
- Revising catering prices – Moved Helen Fisher, Lou Ravenhorst that we increase prices to \$22.50 for Lunch and Tour, \$17.50 for Morning/Afternoon Tea and tour from 1st January 2021. Regular tour companies need to be notified. c/d
- Update on card to promote Yurunga – nothing formal has been done yet.
- Mural on the shipping container – Belinda Eckermann can do this. There will be costs, possibly grants. This needs to be followed up with Belinda.

Jeff Woodward left at 8:35pm. (Shire policy)

- Wedding ceremony on April 25, 2020 – Rose and Mick in the garden. There will be about 60 guests. Reception is at the Brewery.
- Purchasing plastic tables & chairs for tours & functions – We need to look for what is available, affordable and safe.
- Yurunga Garden Day, Saturday, October 17, 2020. Ideas for format, opening times, lunch, etc – see January minutes. Helen is to put save the date notices in Wimmera Mail Times and Jeparit Rainbow Argus. A preliminary notice is to be put on our Facebook page and the Rainbow Community Noticeboard page.
- Tour & catering on March 9 (long weekend) – Helen has catering organized. Volunteers are available.
- Picking remaining peaches – the tree is to be stripped on Saturday
- Bindii spraying – Peter will do this on Saturday
- Cabinet donation – could possibly be placed in the School Room – be patient.

Bookings

Monday, March 9, Trade Travel (Mildura), Mt Waverley Combined Probus, 11am arrival, 30 ppl & 2 crew, tour & lunch
Contact: Maddison Hosking 1800 034 439

Thursday, March 12, Spirit Travel & Tours (Melbourne), Dandenong Seniors, approx 20 ppl, 2.15pm arrival. Tour only
Contact: Tony Balcombe 0413 883 441

Monday, April 20, 2020, Trade Travel (Mildura), Studfield Wantirna Combined Probus Club, 20-30 ppl for lunch & tour, 12.45pm arrival, 2.15 departure
Contact: Joanna Vowles 1800 034 439

Monday, April 27, Spirit Travel & Tours (Melbourne), Croydon Probus, approx 18 ppl, 2.15pm arrival. Tour only
Contact: Tony Balcombe 0413 883 441

Thursday, April 30, Spirit Travel & Tours (Melbourne), Mont Albert Probus, approx 24 ppl, 2.15pm arrival. Tour only
Contact: Tony Balcombe 0413 883 441

Saturday, May 2, MG car club, Geelong, maximum 60 ppl & 30 cars, afternoon, tour only
Contact: Len Fox 0438 436 762

Helen Kirkpatrick, Horsham National Trust group 0413 382 567

Unconfirmed at this stage: Monday, May 4, Spirit Travel & Tours (Melbourne),
Donvale Probus, approx 20 ppl, 2.15pm arrival. Tour only
Contact: Tony Balcombe 0413 883 441

Next meeting, Thursday, March 26, 2020

Please notify the Secretary or Chairperson of any agenda items 10 days before
the meeting

Meeting Closed 9:20pm.



MINUTES OF THE HINDMARSH SHIRE COUNCIL AUDIT COMMITTEE HELD VIA WEB MEETING, ON TUESDAY 15 SEPTEMBER 2020, COMMENCING AT 3.00 P.M.

PRESENT:

Mr B Young (Chairperson), Mr D Welsh (Committee Member), Mr A Roberts (Committee Member), Cr D Nelson, Cr T Schneider, Mr M Thompson (External Auditor), Ms K Teasdale (Internal Auditor), Mr G Wood (Chief Executive Officer), Ms M Revell (Director Corporate & Community Services), Ms H Boyd (Manager Finance & Customer Services), Ms H Thomson (Manager Governance & Human Services),

1. Welcome and Acknowledgement of the Indigenous Community

Welcome and acknowledgement of the indigenous community by the Chairperson.

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

2. Apologies

Mrs K Thiele (Committee Member),

MOVED: D WELSH / D NELSON

That the apologies be noted.

3. Declaration of Interests

Committee Members to declare any known interests in relation to any item published on the agenda for this meeting, either:

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

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

4. Confirmation of Minutes of Previous Meeting

MOVED: T Schneider / D Welsh

That the Minutes of the Audit Committee meeting held on Wednesday 17 June 2020 via Web Meeting, as circulated to members be taken as read and confirmed.

Refer attachment 4.1

5. Local Government Act 2020 Implementation

Responsible Officer: Director Corporate & Community Services
Attachment Number:

Introduction:

This report seeks to provide Audit & Risk Committee an update on the progress of the implementation of the 1 September requirements of the *Local Government Act 2020 (Act)*.

Discussion

The Act is a principles based Act, which means that Council are required implement their own policies, plans and procedures based on the principles under the Act. The first round of implementation was due by 1 September 2020 and included the following:

- Audit and Risk Committee Charter;
- Governance Rules;
- Public Transparency Policy;
- Council to CEO Delegations;
- Council to Staff Delegations;
- CEO to staff Delegations;
- Community Asset Delegations; and
- Formation of Advisory Committees
- Authorisations.

Council successfully implemented the requirements at the Council Meeting on 19 August 2020. The implementations delegated to the CEO were undertaken on 28 August 2020.

Governance Rules

Section 60 of the Act requires that a Council maintains Governance Rules with respect to the following:

- the conduct of Council meetings;
- the conduct of meetings of delegated committees;
- the form and availability of meeting records;
- the election of Mayor and Deputy Mayor;
- the appointment of an Acting Mayor;
- an election period policy in accordance with section 69 of the Act;
- the procedures for the disclosure of a conflict of interest by a Councillor or a member of a delegated committee under section 130 of the Act;
- the procedure for the disclosure of a conflict of interest by a Councillor under section 131;
- the disclosure of a conflict of interest by a member of Council staff when providing information in respect of a matter within the meaning of section 126 of the Act; and
- any other matter prescribed by the regulations.

Section 60 also provides that the Governance Rules are also required to provide for Council to consider and make decisions on any matter fairly and on the merits and institute decisions making processes to ensure that any person whose rights will be directly affected by a decision of the Council is entitled to communicate their views and have their interests considered.

The draft Governance Rules and Election Period Policy were brought to Council on 15 July 2020 for consideration before being made publically available for submissions from the Hindmarsh Community as is required by s60(4) of the Act. Council received no submissions from the public.

Public Transparency Policy

Section 57 of the Act provides that a Council must adopt and maintain a Public Transparency Policy. Council was required to make the draft policy available to the municipal community for consultation. Council received one submission from the community which predominantly related to conflict of interest and was addressed during the 19 August Council Meeting.

Delegations and Authorisation

Council was required to update all instruments of delegation and authorisation to include reference to the Act. This included updating the following:

- Council to CEO Delegations;
- Council to Staff Delegations;
- CEO to Staff Delegations; and
- all Instruments of Authorisation.

S86 Committees

Committees established by delegation from Council under Section 86 of the *Local Government Act 1989* (**s86 Committees**) lapsed as of 1 September 2020. Council had 15 s86 Committees including:

- Antwerp Hall Committee
- Diapur Hall Committee
- Dimboola Town Committee
- Gerang Hall Committee
- Jeparit Memorial Hall Committee
- Jeparit Town Committee
- Lorquon Memorial Hall Committee
- Nhill Sun Moth Reserve Committee
- Nhill Town Committee
- Rainbow Civic Centre Committee
- Rainbow Recreation Reserve Committee of Management
- Rainbow Town Committee
- Wimmera Mallee Pioneer Museum Committee
- Yanac Hall and Recreation Reserve Committee
- Yurunga Homestead Committee of Management

The Act provides for two types of committees which can be established in place of s86 Committees - Delegated Committees and Asset Management Committees. While not provided for in the Act, Council may also put in place 'Advisory Committees'.

Following consultation with the relevant Committees, Council established the following Advisory Committees:

- Nhill Town Committee;
- Jeparit Town Committee;
- Rainbow Town Committee; and
- Dimboola Town Committee.

The following Community Asset Committees were established by way of instrument of delegation under s65 of the Act:

- Rainbow Civic Centre Community Asset Committee;
- Rainbow Recreation Reserve Community Asset Committee
- Wimmera Mallee Pioneer Museum Community Asset Committee
- Yanac Hall and Recreation Reserve Community Asset Committee
- Yurunga Homestead Community Asset Committee;
- Antwerp Hall Community Asset Committee
- Diapur Hall Community Asset Committee
- Gerang Hall Community Asset Committee
- Jeparit Memorial Hall Community Asset Committee
- Lorquon Memorial Hall Community Asset Committee.

Audit and Risk Committee

Council was also required to establish the Hindmarsh Shire Council Audit & Risk Committee by 1 September 2020. The Audit & Risk Committee Charter was taken to Council on 15 July and adopted.

Conclusion:

The 1 September requirements are the first stage of changes that Councils across Victoria will have to undergo. Following the elections in October, there will be further changes Council will have to make under the Act.

Link to Council Plan:

Strategic Objective 1.1: An actively engaged community.

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

Strategic Objective 4.6.2: Develop a governance and compliance framework within Council.

Financial Implications:

Nil.

Risk Management Implications:

The new documents will ensure that Council maintains its governance and community engagement obligations under the Act.

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

Author: Helen Thomson, Manager Governance & Human Services.
In providing this advice as the Officer Responsible, I have no interests to disclose.

MOVED: D Welsh / A Roberts

That the Audit & Risk Committee receives the Local Government Act 2020 implementation update.

6. Risk Management Report

Responsible Officer: Director Corporate & Community Services
Attachment Number: 6.1 Risk Management Executive Summary
6.2 Detailed Risk Report September 2020

Introduction:

The purpose of this report is to inform the Audit & Risk Committee of the current undertakings in Risk Management and provide Risk Reports for discussion.

Discussion

The attached Risk Management Executive Report outlines the top 10 risks associated with Council's business objectives, ordered by current and residual rating. A detailed copy of all risks entered into the Risk Register is attached, which shows number of risks identified sorted by business function.

A detailed summary of all Risks identified has also been attached for the Committee's information.

The Risk Register is a formal record of all identified potential risks, hazards and treatment plans across the organisation. The Risk Register is reviewed frequently working in consultation with management and officers to update the current records and identify any new risks to be included.

The Risk Register will continue to be updated and reviewed regularly with department officers and management.

The future focuses of the Risk Management process will be –

- Regular review of individual risks with consideration of current controls and possible improvements to further reduce the risk;

- Assessing the risk from the identified hazard – both the significance of the risk and the likelihood that the risk will occur;
- Identifying any foreseeable hazard that has the potential to cause harm or damage to persons or property within the Shire;
- Elimination of the hazard or where this is not possible minimising either the likelihood of the risk occurring, or in the event that the risk occurs, its impact;
- Ensuring the treatment plan listed includes achievable treatments to address risks faced by Council;
- Regular discussion with Senior Management Team about high risks faced by Council;
- Review and update Council's Risk Management Framework; and
- Provide ongoing Risk Management awareness training for all staff.

Link to Council Plan:

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

Financial Implications:

Nil.

Risk Management Implications:

Management of risks will minimise Council's exposure to adverse financial 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.

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

Author: Helen Thomson, Manager Governance & Human Services.
In providing this advice as the Author, I have no interests to disclose.

MOVED: T Schneider / A Roberts

That the Audit & Risk Committee

- 1. receives the Risk Management update***
- 2. include LMI and WorkCare Insurance, and Information Technology regarding working from home as risks to Council.***

Refer attachment 6.1 & 6.2

7. Hindmarsh Shire Council Incident Reports

Responsible Officer: Director Corporate & Community Services
Attachment Number: 7.1 Incident Report September 2020

Introduction:

The purpose of this report is to provide the Audit & Risk Committee with an update on the Hazard, Incident and Injury Reports from 1 January 2020.

Discussion:

Council has received a total of 38 Hazard, Incident and Injury Reports this year. Corrective actions are implemented and reviewed by the Occupational Health and Safety (OHS) Committee every six weeks.

A copy of the Incident report has been provided to the Committee for review and discussion.

Link to Council Plan:

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

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

Managing incident and hazard reports is a key aspect of Council's Risk Management Framework. The reporting of hazards and near misses allows hazards to be identified and controlled to mitigate further incidents.

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

Author: Helen Thomson, Manager Governance & Human Services.
In providing this advice as the Author, I have no interests to disclose.

MOVED: D Welsh / D Nelson

That the Audit & Risk Committee receives the Incident Report and include corrective actions on the future reports.

Refer attachment 7.1

8. Hindmarsh Shire Council Internal Audit Update

Responsible Officer: Director Corporate & Community Services

Attachment Number: 8.1 Audit Action Plan
8.2 Audit Committee Update Report
8.3 Project Scope – Risk Management

Introduction:

The purpose of this report is to provide the Audit & Risk Committee with an update on outstanding action items from the Contract Management and Occupational Health and Safety (OHS) audits, and to review the proposed audit scope for the upcoming Risk Management audit.

Discussion:

RSD Audit completed audits on Contract Management and Occupational Health and Safety (OHS) during 2019/20. A list of action items were identified and Council staff have been working through the items.

The audit action plan has been updated and provided to the Committee for review and discussion.

A Verbal report to be given during the meeting by RSD Audit on the Audit Recent Publications and scope for the upcoming Risk Management Audit.

Link to Council Plan:

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

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

An effective Audit & Risk Committee monitors compliance and risks, ensuring efficiency and effectiveness of Hindmarsh Shire Council's internal control systems.

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 and Officer Responsible, I have no interests to disclose.

MOVED: D Welsh / T Schneider

That the Audit & Risk Committee

- 1. receives the Audit Committee Updated Report, and***
- 2. having discussed the internal audit scope recommends Council undertake the proposed Risk Management audit in October 2020.***

Refer attachment 8.1, 8.2 & 8.3

9. Reimbursements

Responsible Officer: Director Corporate & Community Services

Attachment Number: 9.1 Reimbursement Listing

Introduction:

This report provides the Audit & Risk Committee with a list of reimbursements made to the CEO and Councillors for the period 01 June 2020 to 31 August 2020.

Discussion:

A listing is provided for review by the Committee of payments made to the CEO and Councillors (excluding Councillor Allowances).

Link to Council Plan:

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

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

Reimbursement will not be made where the transaction cannot be supported with a tax invoice.

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 Officer Responsible, I have no interests to disclose.

MOVED: T Schneider / A Roberts

That the Audit & Risk Committee receives the reimbursement listing for the CEO and Councillors for the period 01 June 2020 to 31 August 2020.

Refer attachment 9.1

10. Business Continuity Plan

Responsible Officer: Director Corporate & Community Services
Attachment Number: 10.1 Draft Business Continuity Plan

Introduction:

The purpose of this report is to present the Audit & Risk Committee with Council's draft Business Continuity Plan.

Discussion:

A review was completed on the Business Continuity Plan adopted in July 2014, and it was determined a new BCP needed to be developed.

The objective of the Business Continuity Plan (BCP) is to ensure the appropriate structures and protocols are in place that enables effective response to a business interruption event that has the potential to impact Council's objectives.

Council aims to:

- Maintain the highest possible integrity and continuity for services provided by Council;
- Safeguard Council's assets, including people, property and financial resources;
- Ensure the uninterrupted availability of resources so that Council can continue to perform the Critical Business Functions that support its critical objectives;
- Ensure that Council can appropriately deal with disruption;
- Ensure that accurate and timely provision of information to staff, the community, stakeholders and other relevant levels of Government during a disruption.

The BCP documents the processes and resources required by Council in the delivery of its critical business objectives. Council's Senior Management Team assisted in the development of the BCP and identifying Critical functions of Council.

Critical Functions identified and included in the BCP include:

- Information Technology
- Public Amenities
- After Hours Callouts
- Local Laws
- Customer Services
- Personal Care Services
- Payroll
- Child Care and Kindergarten
- Environmental Health Services
- Waste Management
- Community Care Services (excluding Personal Care)
- Infrastructure Services
- Governance
- Building Regulatory Services
- Statutory Planning Services

- Contract Management and Procurement
- Aerodrome
- Accounts Payable / Receivable
- Capital Works
- Emergency Management

The plan details the Maximum Tolerable Period of Disruption and contains sub plans detailing response required, staff member responsible and resources required. The aim is to ensure in the absence of key staff members other staff could follow the response requirements.

The plan is attached for discussion with the Audit & Risk Committee.

Link to Council Plan:

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

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

The Business Continuity Plan aims to ensure a thorough document is available in the event of business interruption.

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 Officer Responsible, I have no interests to disclose.

MOVED: D Welsh / T Schneider

That the Audit & Risk Committee receives the draft Business Continuity Plan.

Refer attachment 10.1

11. Hindmarsh Shire Council Annual Accounts 2019/20

Responsible Officer:	Director Corporate & Community Services
Attachment Number:	11.1 Annual Accounts for the year ended 30 June 2020
	11.2 Performance Statement for the year ended 30 June 2020
	11.3 VAGO Closing Report 30 June 2020
	11.4 VAGO Final Management Letter (Draft) 30 June 2020
	11.5 Management Representation Letter 30 June 2020

Introduction:

This report provides the Audit & Risk Committee with the Annual Accounts and Performance Statement for the year ended 30 June 2020.

Discussion:

Council must submit the performance statement and financial statement in their finalised form to the auditor for auditing as soon as possible after the end of the financial year under section 132 of the *Local Government Act 1989* (Act).

The audited statements will be included in Council's 2019/20 Annual Report and will be provided to the minister by 30 September 2020 pursuant to Section 134 of the Act.

The 2019/20 Financial Statements show a comprehensive surplus for the year of \$4.76m.

Total revenue for the financial year was \$26.67m, an increase of \$1.65m from the previous financial year. The increase is largely due to additional grants being received during the financial year.

Total expenditure for the financial year was \$21.90m a decrease of \$1.92m from the previous financial year. The decrease is largely due to the finalisation of the flood recovery expenditure.

At 30 June 2020 Council held \$11.03m cash at bank. This is largely due to a number of capital works projects not being completed during the 2019/20 financial year due to additional grants being received with deadlines for the completion of works.

Capital works expenditure was \$10.09m for 2019/20, an increase of \$3.92m from 2018/19. The increase is due to a number of items of plant carried forward from 2018/19 purchased in 2019/20 and a number of additional roads grants being received.

Martin Thompson (Crowe) will provide a verbal report on the 2019/20 VAGO audit to the Audit & Risk Committee.

Link to Council Plan:

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

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

Nil

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 Officer Responsible, I have no interests to disclose.

MOVED: D Welsh / A Roberts

That the Audit & Risk Committee recommend, pending no material change to the statements, that Council:

- 1. Adopt the In-Principle Financial Statements for the year ended 30 June 2020;***
- 2. Adopt the In-Principle Performance Statement for the year ended 30 June 2020;***
- 3. Authorise any two Councillors to sign the Financial Statements and Performance Statement in their final form.***

Refer attachment 11.1, 11.2, 11.3, 11.4 & 11.5

12. Audit & Risk Committee Meeting Dates 2021

Responsible Officer: Director Corporate & Community Services
Attachment Number:

Introduction:

The purpose of this report is to set the meeting dates for 2021 for the Audit & Risk Committee.

Discussion:

Council's Audit & Risk Committee Charter states that the Audit & Risk Committee shall meet at least three times in each financial year.

During 2020 meetings were held in March, June and September. The proposal is to again hold meetings in March, June and September 2021. The March meeting will enable discussion on internal audits conducted, June will enable discussion on the VAGO interim Audit and Council's draft budget, and September will ensure the Audit & Risk committee endorse the annual financial statements and performance statement for Council adoption by the 30 June deadline.

Link to Council Plan:

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

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

An effective Audit & Risk Committee monitors compliance and risks, ensuring efficiency and effectiveness of Hindmarsh Shire Council's internal control systems.

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 Officer Responsible, I have no interests to disclose.

MOVED: D Welsh / D Nelson

That the Audit & Risk Committee meetings are held on the following dates in 2021:

- ***Wednesday 10 March 2021***
- ***Wednesday 9 June 2021***
- ***Wednesday 8 September 2021***

13. Late Reports

14. General Business

Committee thanked Cr T Schneider and Cr D Nelson for their time and commitment to the audit committee.

15. Next Meeting

The next meeting will be held on Wednesday 10 March 2021, commencing at 3pm.

There being no further business to discuss, the Chairperson declared the meeting closed at 3:49pm.